

## **RACS BOARD of DIRECTORS**

### **Meeting Minutes June 25, 2025**

Rockbridge Area Community Services Board of Directors meeting on  
Wednesday, June 25, 2025, 3:30 p.m.

#### **MEMBERS PRESENT**

Mr. Steve Funkhouser, Chair  
Ms. Hannah Becker  
Mrs. Carolyn Kendall  
Mr. Michael Gibbons  
Ms. Karla Sprouse

Mrs. Ann-Ashby McKissick  
Mr. Leonard Denicola  
Ms. Lori Hicks  
Mrs. Gail Mason

#### **MEMBERS ABSENT**

Dr. Michael Gilmore  
Dr. James Gire  
Mr. Christopher Plogger

#### **ADMINISTRATION, STAFF and GUESTS PRESENT**

Kimberly Shaw, Executive Director  
Samantha Hoke, Director of Community Based Behavioral Health and Prevention  
Lisa Zwecker, Director of Developmental Services  
Greg Hornback, Director of Clinical Services  
Michele Mathis, Director of Financial Services  
BreAnne Rogers, Executive Assistant and Communications Coordinator

#### **CALL TO ORDER**

The meeting was called to order by Board Chair, Steve Funkhouser, at 3:30 p.m. and there was a quorum.

#### **RECOGNITION OF STAFF ANNIVERSARIES**

Kim reminded the board that staff will be recognized formally at various agency events.

- Kristin Harris – 20 years – Provider Relations/Reimbursement Technician
- Jordan Humphreys – 5 years – Emergency Services Clinician

#### **MINUTES**

The minutes from the April 23, 2025 meeting of the RACS Board of Directors were reviewed by the board. Ann-Ashby McKissick motioned to approve the minutes Len Denicola 2<sup>nd</sup> the motion – carried unanimously.

#### **PUBLIC COMMENTS**

- None

#### **BOARD EDUCATION**

- None

#### **COMMITTEE UPDATES**

- Program Committee - Did not meet this month.
- Resource Committee

- Financial Reports - Ann-Ashby McKissick shared that the committee reviewed the reports and recommended approval of the April and May 2025 financial reports. Chair Funkhouser made a motion from the board to accept the reports. **The board unanimously accepted the April 2025 and May 2025 financial reports.**
- FY '26 Budget - Ann-Ashby McKissick shared that the committee reviewed the narrative report and recommended approval of the FY '26 Budget. Chair Funkhouser made a motion from the board to accept the FY '26 budget. **The board unanimously accepted the FY '26 Budget.**
- Policies – Ann-Ashby McKissick shared that the two policies presented were reviewed during the resource meeting. One of the policies will be eliminated and the other will be condensed. She shared that the committee recommended approval for both of the policy changes. Chair Funkhouser made a motion from the board to accept the policy changes. **The board unanimously accepted to eliminate Policy 11-08: Electronic Signature Policy and adopt the simplified Policy 11-09: Internal Audit Response.**

### **SECURITY REVIEW UPDATES**

- Kim shared that there was an incident recently that raised more conversations for additional safety protocol for staff. Since the incident, the leadership team and management team have had some discussions about several potential new safety options. Any questions raised were answered by Kim and Greg. The new options are still in discussion and the board will be kept up-to-date with any changes.

### **EXECUTIVE DIRECTORS' REPORT**

- Kim shared several highlights from her report.
- In addition to her report, she shared that the Local Early Intervention System (RAISE Audit) got 100%!
- She also shared that the RACS social media presence has increased over the last couple years, numbers will be shared at the next board meeting.
- Kim informed the board that she will be restarting agency/facility tours with new staff.
- She also shared that the Marcus alert will be removed from her report going forward since RACS will not be funded for this and it isn't mandated.
- Kim highlighted that the celebrate us event at the Magnolia Center was a success and brought in some new ID/DD clients.

### **UNIT DIRECTOR'S UPDATES**

- All of the directors gave updates in addition to their written reports.
- Greg shared that recovery court, now known as Maury River Recovery Court, has officially started. While it is starting slowly, there are high hopes and so far there have been a couple referrals. Greg also shared that historically there are issues with transportation, therefore, since RACS has some funds, the agency plans to hire a part-time driver to help remove this barrier.
- Greg shared that Jordan Humphreys, who has reached the 5 year milestone, was not only at RACS through COVID, but also at the agency when there were only two people in Emergency Services (ES). He shared that she has been a huge asset to the agency.
- Greg also shared that several staff have already reached out to him and shared their appreciation of new ES manager.

- Sam shared information about the Prevention Forum on July 24<sup>th</sup> from 8:30am-4pm. Great line-up of speakers this year. She encouraged everyone to register.
- She also shared that the school-based program has transition to summer program and that there is a Veteran's dinner coming up that will take place in Bath County on July 31<sup>st</sup>.
- Sam highlighted a staff member that is now a certified and registered peer!
- Michele shared that there are only 5 days remaining in the FY25.
- Lisa wanted to reiterate her appreciation for new Residential Coordinator who has also stepped up to help with maintenance while maintenance team is short staffed.
- She also reiterated the success of the Celebrate Us event.

### **BOARD MEMBERS' COMMENTS**

- Ann-Ashby shared that an individual from the community was excited to be able to start attending Magnolia Center and that the Magnolia Center participants have started attending in the bingo events at a local church in Rockbridge Baths.
- Lori asked if it would be nice token for staff anniversaries to be recognized by the board members. After some discussion, it was decided that cards would be available at board meetings for board members to sign. The cards would then be given to staff after meetings.
- Gail shared some opportunities for outreach in Bath County – National Night Out event in July and Community Health Fair in September. She also shared that she has enjoyed the full-page article in the Recorder.
- Lori shared that some community members in Bath county appreciate the resource sheets.

### **CHAIRPERSON'S COMMENTS**

- Steve shared with Lisa that he is still getting contacted by HUD.
- He also shared that the board will support any safety changes needed for the agency. And he thanked the leadership team for the hard work on the budget.

### **CLOSED SESSION**

- N/A

Chair Funkhouser adjourned the meeting at 4:28 p.m. The next meeting of the Rockbridge Area Community Services Board will be at 3:30 p.m. on August 27, 2025 at Rockbridge Area Community Services, 241 Greenhouse Road, Lexington, VA 24450.