



MEETING OF THE BOARD OF DIRECTORS

Thursday, December 18, 2025, 5:00 p.m.

300 Medical Drive, Hampton, VA 23666

Present: Mr. Steven Brown Chair; Dr. Kristie Norwood, Vice-Chair; Mrs. Mary Miller, Treasurer; Ms. Madonna Flores, Secretary; Mrs. Ann Abdullah; Dr. Mark Bell; Dr. Cynthia Gaither; Dr. Diane Griffiths; Mr. Ryan Kotrch; Mrs. Gisele Russell Dr. Tarita Stonewall; and Dr. Tamara Temoney-Porter.

Staff: Dr. Daphne Cunningham; Mrs. Raymona Barnes; Dr. Melanie Bond; Ms. Keisha Carroll; Ms. Joy Cipriano; Mr. Ron Clark; Mr. Ryan Dudley; Dr. Baltej Gill; Mr. Tom Miller; Mrs. Rhonda Perry; Mrs. Mrs. Beverly Smith; Mrs. Kimberly Thompson; and Mrs. Jae Hee Jackson.

Absent: Sheriff Karen Bowden; Mrs. Ginger Blount-Moore; Mrs. Mary Stewart; and Ms. Hui-Shan Walker.

**Members of the
Public and
Other Guest(s):**

Ms. Maggie Paku; Ms. Jenn Small

CALL TO ORDER

Members of the Board, Guests, and Staff were welcomed to the Meeting of the Board of Directors for the Hampton-Newport News Community Services Board (H-NNCSB) by Mr. Steven Brown, Chair, who called the meeting to order at 5:03 p.m. on December 18, 2025.

REMARKS OF THE CHAIR

After Chairman Brown welcomed the Members of the Board of Directors, he gave Dr. Daphne Cunningham, Executive Director, the floor.

Dr. Cunningham welcomed everyone to the meeting then introduced guests: Ms. Jenn Small, Manager in Housing and Homeless program, who will help Ms. Cipriano present a housing update and Ms. Maggie Paku, recipient of the H-NNCSB Employee of the Quarter Award for the first quarter of FY2026. Mr. Tom Miller, IT Director, presented the nomination information submitted by Ms. Brandi Everett, which highlighted Ms. Paku's customer service skills and positive presence on the Informatics team.

PUBLIC COMMENT

None

ACTION ITEMS**A-1. Board Approval of the November 20, 2025, Board of Directors Meeting Minutes**

Issue: Board Approval of the Minutes of the Board of Directors Meeting held on November 20, 2025.

Background: The Board meeting minutes were provided to Members of the Board of Directors for review in the Board package distributed on December 11, 2025.

ACTION: There being no discussion or comments, the Minutes of the Board of Directors Meeting held on November 20, 2025, were approved as presented.

A-2. Budget, Finance, & Audit Committee Recommendation

Issue: Board Approval of FY2025 Independent Financial Audit.

Background: Mrs. Miller reported that CSB Auditors, Robinson, Farmer, Cox Associates have provided an Independent Financial Audit Report of the Hampton-Newport News Community Services Board to Members of the Budget, Finance, and Audit Committee for FY2025. Each year the independent financial audit is presented, the Budget, Finance and Audit Committee provides a verbal report and recommendation to Members of the Board of Directors for acceptance.

Mr. Stover presented a summary of the Independent financial audit for FY2025, stating there are more explanations in the written report, but the agency was issued a clean opinion.

A new Government Auditing Standards Board (GASB) Rule 101, Compensated Absences, was implemented and there was one material change to the way the agency needs to report sick leave time for employees. It was noted that the agency recognizes a liability for compensated leave which will now be noted in the financial statements as an expense. The impact of implementing the GASB 101 resulted in restating the net position for July 1, 2024.

Mr. Stover shared the firm issued two reports for internal controls and uniform guidance and there were no findings. He further shared under the Audit Requirements of Federal Awards two CSB programs were selected for review and these programs had no findings. The H-NNCSB was in a good position in FY2025.

Chairman Brown asked about the change to sick leave and Mrs. Barnes explained the change is not to the agency's policy but how it's reflected in the financial statements. It will now include sick leave in addition to annual leave as an expense.

ACTION: The Board of Directors accepted the FY2025 Independent Financial Audit.

STANDING BOARD COMMITTEE REPORTS

Budget, Finance & Audit

Members of the Budget, Finance and Audit Committee held a virtual meeting via Zoom on Monday, December 15, 2025, at 4:01 p.m.

Mrs. Raymona Barnes, Chief Financial Officer, advised that the auditors from Robinson, Farmer, Cox Associates will present the independent financial audit for FY2025 when there is a quorum at the next meeting on December 16. Then she presented the agenda, which included: the H-NNCSB's Financial Statements – Operating results through October 31, 2025; Financial Statements for Hampton-Newport News Community Services Board Property Company, Inc.; Share-A-Homes of the Virginia Peninsula; and the Balance Sheet for Trust for Disabled Persons.

In Aging, there hasn't been a significant change this fiscal year.

The finance team held a kickoff meeting with Netsmart to begin billing collaboration for three outpatient clinics. The goal is to work with the revenue cycle management team to identify what is slowing down the claims process, reduce denials, and improve collections for billed services. Also, the agency submitted the first quarterly Aging report to the Department of Behavioral Health and Developmental Services (DBHDS) as part of a new requirement. DBHDS would like to identify common issues across insurance carriers, CSB billing structures, and management of the aging.

The cash balance in the operating reserve is stable. Mrs. Barnes stated the interest earned from the certificates of deposit (CD) moved to the operating reserve. The line of credit remains unutilized.

Health insurance information shows a decrease for October 2025, but the agency is still over budget for the fiscal year. The finance team will monitor these expenses closely to determine the impact on the upcoming budget year.

Medicaid revenue is under our projected targets through October 2025. The agency has seen impacts of Medicaid unwinding on clients in the long-term care programs. The CSB leadership meets regularly to strategize on how to increase enrollment in programs, find creative ways to enhance service delivery for long standing programs, and retain employees in hard to fill positions.

As noted in the action item, the Budget, Finance, & Audit Committee met on Tuesday, December 16, 2025 via Zoom with Mr. Taylor Stover of Robinson, Farmer, Cox Associates to discuss the Independent Audit for FY2025 which resulted in a clean opinion.

There being no additional business, I thanked the Finance Team and the Budget, Finance, & Audit Committee adjourned at 4:25 p.m.

Chairman Brown commended the finance team for their hard work that resulted in a clean audit.

EXECUTIVE DIRECTOR UPDATE

There being no other comments, Mr. Brown gave Dr. Cunningham the floor. She stated that it was impressive work by Mrs. Barnes and the finance team, who were short-staffed at some points, to have a clean audit at a large agency where problems could have been found. She commended the team for taking on additional duties when necessary and doing phenomenal work throughout the year. She noted it takes great leadership and staff to have these results.

Mr. Brown thanked the committee members for all their hard work. He stated the Members of the Board received Clinical Division Program Highlights on pages 6 through 41 of the Board Package. Next, he gave the floor again to Dr. Cunningham.

Dr. Cunningham reviewed the items in the red folders: VACSB legislative priorities; notice of public hearing for the Governor's proposed 2026-2028 Biennial State Budget; article on Mr. Marvin Figueroa, the new Secretary of Health & Human Resources appointed by incoming Governor Spanberger; article on Governor Youngkin's "Right Here, Right Now" initiative and H-NNCSB's invitation to speak at the event (Mr. Dudley later learned that the agency was the only CSB invited to the event due to a recommendation from DBHDS.); an article about needing stronger disability regulations; and the VACSB January 2026 Legislative Conference in Richmond.

Dr. Cunningham then introduced Ms. Joy Cipriano and Ms. Jenn Small for the housing update, "Impact of Federal Initiatives on Homeless Housing." Ms. Cipriano began with the Executive Order in July 2025 that criminalized homelessness and shifted toward involuntary institutional commitments in order to force people off the streets. The Order also promoted increased law enforcement measures. Most importantly, it prioritizes "Treatment First" over "Housing First" models, and mandatory mental health/substance abuse services as a condition of housing.

Ms. Cipriano and Ms. Small presented the proposed funding changes from Housing and Urban Development (HUD) and how it would impact Virginia locally. The agency worked on planning alternatives for the permanent supportive housing funds that would move to transitional housing models. They also discussed the current uncertainty regarding funding opportunities and the need to monitor the changes as well as plan for submission deadlines.

Dr. Griffiths inquired about the difference between permanent supportive housing and transitional housing. Ms. Cipriano explained the permanent supportive housing model has no time limit, and individuals placed live there as long as the landlord renews the lease every year, which is in their name. There are choices available regarding location as well as support for services

but it is not a requirement for housing. There is also a rent subsidy of 30% of adjusted income. Transitional housing has a time limit of a maximum of 24 months, and individuals are assigned a location. The proposed changes also require 40 hours per week of treatment. Additionally, individuals must leave when they reach their maximum time, which could be less than 24 months. Ms. Small added that the agency is able to provide many services to individuals whether they are in permanent supportive housing or transitional housing and the agency will adjust to the new requirements, should they go into effect. The concern with the transitional housing model is that individuals could be homeless again once they leave since housing will again become uncertain.

Chairman Brown asked how the legislators were being educated on these changes and Ms. Cipriano stated the team is continuously educating the legislators about the impact of the upcoming changes to our localities. Dr. Cunningham thanked Ms. Cipriano and added that the agency is doing its best to plan for the upcoming changes to be prepared for the funding changes. Ms. Cipriano and Ms. Small have been working with Mrs. Barnes, CFO, to see which funds could plug potential gaps. Dr. Cunningham mentioned the upcoming meetings with the newly elected legislators and the plan to provide information on the CSB and its priorities.

Dr. Cunningham thanked the Board of Directors for their participation in many events in the past year and their support during her first year as Executive Director. She wished everyone a wonderful holiday season.

CLOSING REMARKS

Chairman Brown thanked Dr. Cunningham for her hard work and said it was a spectacular year. He noted Leadership's work with the local communities regarding the mobile unit and thanked them for educating and supporting the services in the area. Then he wished everyone a happy holiday season.

ADJOURNMENT

There being no additional business, the Meeting of the Board of Directors for the Hampton-Newport News Community Services Board adjourned at 5:55 p.m.



Mr. Steven Brown
Board Chair



Ms. Madonna Flores
Secretary

*Submitted by
Jae Hee Jackson*