



MEETING OF THE BOARD OF DIRECTORS

**Thursday, March 27, 2025, 5:00 p.m.
300 Medical Drive, Hampton, VA 23666**

Present: Mr. Steven Brown, Chair; Mrs. Bea Dahlen, Vice-Chair; Mrs. Mary Miller, Treasurer; Mrs. Ann Abdullah, Secretary; Mrs. Ginger Blount-Moore; Sheriff Karen Bowden; Dr. Diane Griffiths; Mr. Ryan Kotrch; Dr. Kristie Norwood; Mrs. Gisele Russell; Dr. Tarita Stonewall; Dr. Tamara Temoney-Porter; and Mrs. Hui-Shan Walker.

Staff: Dr. Daphne Cunningham; Ms. Nikki Bacilio-High; Dr. Melanie Bond; Ms. Keisha Carroll; Ms. Joy Cipriano; Mr. Tony Crisp; Mr. Ryan Dudley; Dr. Baltej Gill; Mrs. Lisa Hogge; Mr. Marcus King; Mr. Tom Miller; Mrs. Allison O'Brien; Mrs. Rhonda Perry; Mrs. Beverly Smith; and Mrs. Jae Hee Jackson.

Absent: Mrs. Mary Stewart; Ms. Madonna Flores

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

None

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, Board Chair, who called the meeting to order at 5:01 p.m. on March 27, 2025.

REMARKS OF THE CHAIR

Chairman Brown welcomed the Members of the Board of Directors, noting a few members may be delayed due to traffic. Then he gave Dr. Daphne Cunningham, Executive Director, the floor.

Dr. Cunningham welcomed everyone and introduced staff members present: Mr. Marcus King; then Mrs. Lisa Hogge, Mrs. Beverly Smith, and Ms. Nikki Bacilio-High from the Youth & Family Services Division, who will be sharing an engaging and information presentation later in the meeting.

PUBLIC COMMENT

None

ACTION ITEMS

A-1. **Board Approval of the February 27, 2025 Board of Directors Meeting Minutes**

Issue: Board approval of the Minutes of the Board of Directors Meeting held on February 27, 2025.

Background: The Board meeting minutes were provided to Members of the Board of Directors for review in the Board packet, pages 32 through 43, distributed on March 20, 2025.

Action: There being no discussion or comments, the Minutes of the Board of Directors Meeting held on February 27, 2025 were approved as presented.

STANDING BOARD COMMITTEE REPORTS

Budget, Finance & Audit

Members of the Budget, Finance and Audit Committee held a virtual meeting via Zoom on Monday, March 24, 2025, at 4:00 p.m.

Mrs. Raymona Barnes, Chief Financial Officer, reviewed the agenda, which included: H-NNCSB's Financial Statements – Operating results through January 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 the Trust for Disabled Persons.

Mrs. Barnes then provided the following updates:

The Agency is currently planning the FY2026 budget. The finance team is about midway through the individual program budget reviews. As they move through the process, they are exploring alternative ways to meet the needs of the customers, expand service provision, maximize revenue, and effectively reduce expenses.

The Agency continues to monitor changes at the federal level to determine the impact to the budget and will update the new budget accordingly.

Sliding Fee Scale: The Agency offers a sliding fee scale to the individuals we serve based on their income and number of dependents. Individuals assessed by the Department of Human Services and approved for Medicaid benefits are eligible for the maximum discount for services at the CSB. As part of the budget process, the finance team will adjust the sliding fee scale to the new poverty levels for fiscal year 2026.

Briarfield: Briarfield was formerly a residential home for individuals with Intellectual and Developmental Disabilities. The home was closed as the Agency shifted to smaller, community-focused homes. The home was built by the Agency but leased through Hampton Redevelopment and Housing. The Agency successfully coordinated the sale of this property to the City of Hampton.

Request for Proposal: In the fall of 2024, the Agency began the Request for Proposal (RFP) for Landscaping and Groundskeeping Services. The RFP was awarded to Claud's Lawn Care effective March 1, 2025. Claud's has been serving the Hampton Roads area for over 30 years. We are excited to work with this new contractor.

The Finance Team continues to closely monitor the Aging and modify processes to maximize collections. The team continues to see delays in claims processing with the electronic clearinghouse due to connectivity issues.

The cash balance in the operating reserve is stable. The line of credit continues to be unutilized. The Agency still serves as the fiscal agent for several Region V project funds for specific programs and projects.

Health insurance expense for January is in-line with budgeted health insurance projections. With favorable health insurance utilization, the Agency was able to continue with current health plan with no increase to employees.

Finally, Mrs. Barnes provided details on the balance sheets and income statements for Hampton-Newport News Community Services Board Property Company Inc, Share-A-Homes of the Virginia Peninsula, and the Trust for Disabled Persons. She also provided detailed variance analysis of the divisional net income through January 31, 2025.

There being a question from Mr. Soltys on the Briarfield sale and where it would be reflected in the financial statements, Mrs. Barnes replied it would appear in future financial statements. Mr. Soltys also asked if the sale resulted in a profit and Mrs. Barnes responded that due to the special circumstances of the arrangement, the sale will require further work in order to determine that. Mr. Morehouse added that it would be a fixed asset and a pure exchange of property for cash, so there will most likely be no income unless there were capital gains.

Mrs. Dahlen then asked if any of the Agency's grants were affected by what is happening in the federal government. Mrs. Barnes stated that, as yet, there has not been any changes, but the Agency is closely monitoring what is occurring at the Federal level.

There being no additional business, I thanked the Finance Team and the Budget, Finance, & Audit Committee adjourned at 4:26 p.m.

Chairman Brown asked for more clarity around the connectivity issues reported by the Budget, Finance, & Audit Committee and Mrs. Rhonda Perry, Controller, explained that the two systems (Avatar & RevConnect) do not always communicate and sometimes RevConnect does not transmit the receipts to Avatar, thus staff cannot pull the information needed for billing. Dr. Cunningham added that the finance & IT teams are still trying to get to the bottom of the issue.

Nomination & Selection

Dr. Tamara Temoney-Porter reported that the Nomination and Selection Committee met on Monday, March 24, 2025 at 4:30 p.m.

The First Agenda Item was regarding the Board Slate of Officers. We began our discussion with current officers then moved on to the open positions.

Currently, we have Board Chair Steven Brown and Treasurer Mary Miller interested in continuing to their second term in their respective Officer positions. Mrs. Ann Abdullah's third term as Secretary will end in June, and she has confirmed that due to personal commitments, she does not wish to move into the Vice Chair position that will be left vacant when Mrs. Bea Dahlen's term ends.

The Committee needed to consider the open Vice Chair and Secretary positions.

Chair:	Mr. Steven Brown
Vice Chair:	Open
Treasurer:	Mrs. Mary Miller
Secretary:	Open

The Second Agenda Item is regarding Board Membership. The Newport News City Council has approved the appointment and reappointment of Mrs. Mary Miller, Dr. Tarita Stonewall, Ms. Cynthia Gaither, and Dr. Mark Bell to the H-NNCSB Board of Directors. Ms. Gaither and Dr. Bell are awaiting the completion of background checks prior to being sworn in.

Dr. Cunningham asked if the Committee had any recommendations for the open Officer positions. Dr. Temoney-Porter suggested that a member from Newport News serve as Vice Chair since the Chair is representing Hampton. The Committee discussed Board members who might be a good fit for each position that will be open, noting members who have had longevity with the Board and again, noting the Slate of Officers should be balanced with members from Hampton and Newport News, equally. There being a question about the diversity of the Slate of Officers, it was confirmed that the proposed Slate of Officers would be a blend of diverse Board Members. Dr. Cunningham stated that she would contact the proposed members before the next committee meeting and report back to the members.

The committee meeting in April will continue the discussion of the Board Slate of Officers and also candidates to nominate for the Hall of Fame award. After discussion of both topics at the April meeting, the Committee will be able to present information to the full Board of Directors with recommendations.

There being no further business, the meeting adjourned at 4:42 p.m.

EXECUTIVE DIRECTOR UPDATE

Mr. Brown thanked the committee members for all their hard work, noting that most of the Board's work is done in committees. He stated the Members of the Board received Clinical Division Program Highlights on pages 6 through 32 of the Board Package. Next, he gave the floor again to Dr. Cunningham.

Dr. Cunningham introduced Mrs. Lisa Hogge, who began her Youth & Family Services program update for the Board Members. The presentation was included in the Red Folders.

Mrs. Hogge began her presentation with an overview of the numerous programs and services in her division. Ms. Bacilio-High provided information about Prevention Services. Finally, Mrs. Smith provided more detailed information about the staff and programs in the division.

There being a question from Chairman Brown about the gun violence grant and what types of services it covers such as support for victims of gun violence, Ms. Bacilio-High responded that the funds support prevention programs.

Dr. Kristie Norwood commended the Prevention Team for their participation in events with Hampton University and thanked everyone for their kindness to students, faculty, and staff at the various events.

Dr. Griffiths asked if the federal cuts have affected services that Prevention team provides and Mrs. Hogge stated there isn't enough information at this time to answer the question properly and will provide updates as more information becomes available.

Mrs. Hogge thanked Dr. Baltej Gill for all his help and support over the years.

CLOSING

Mr. Brown thanked the Youth & Family Services staff then gave the floor to Dr. Cunningham.

Dr. Cunningham reviewed the items in the Red Folder, highlighting the Hall of Fame nomination form and the Give Local 757 fundraising campaign. Then shared that the ARPA funds have ended and will not continue through the original September end date. The Agency will be looking at programs that will be affected by the loss of these funds. Dr. Cunningham summarized the Governor's approved budget and what will be available for various programs. STEP-VA funds will be reviewed next so the Agency will keep everyone informed on how those decisions will affect the CSB's programs. Next, Dr. Cunningham explained the tiered structure for case management and shared it was good news that there would remain a monthly bill rate for the levels of services provided to clients. The challenge would be managing the caseloads recommended by DMAS and DBHDS for each case manager. Dr. Cunningham also talked about the current media campaign that will help with the Agency's marketing. Finally, the Crisis Receiving Center is progressing on schedule and some Board Members have already toured the new center. The opening date is still to be determined but the ribbon cutting ceremony will be held on April 25, 2025 at 11:30 a.m.

Mr. Tony Crisp traveled to Richmond in the morning to meet with The Board of Pharmacy about a pilot program for mobile opioid treatment. Mr. Crisp stated the request for a pilot program was denied. However, Mr. Crisp shared that the Board of Pharmacy noted the CSB has an existing special pharmacy permit and that a waiver would be created to expand the services for the mobile unit. They said the CSB is already doing a great job and they will just extend the waiver. Dr. Cunningham thanked the team for their hard work and stated she wanted to end the meeting on a high note with great news about the mobile unit.

Chairman Brown said the BJ Roberts Health Center is spectacular and commended Mr. Dudley for his hard work on the CRC. He thanked the Board Members for taking the time to attend the monthly Board Meeting.

ADJOURNMENT

There being no additional business, the Meeting of the Board of Directors for the Hampton-Newport News Community Services Board adjourned at 6:00 p.m.



Steven Brown
Board Chair



Ms. Ann Abdullah
Secretary