

MEETING OF THE BOARD OF DIRECTORS

Thursday, May 22, 2025, 5:00 p.m.

300 Medical Drive, Hampton, VA 23666

Present: Mr. Steven Brown, Chair; Mrs. Bea Dahlen, Vice-Chair; Mrs. Ann Abdullah, Secretary; Mrs. Ginger Blount-Moore; Ms. Madonna Flores; Dr. Diane Griffiths; Mr. Ryan Kotrch; Dr. Kristie Norwood; Mrs. Gisele Russell; Mrs. Mary Stewart; Dr. Tarita Stonewall; and Dr. Tamara Temoney-Porter.

Staff: Dr. Daphne Cunningham; Dr. Melanie Bond; Ms. Keisha Carroll; Ms. Joy Cipriano; Mr. Ron Clark; 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; Ms. Beverly Smith; Mrs. Kimberly Thompson; and Mrs. Jae Hee Jackson.

Absent: Sheriff Karen Bowden; Mrs. Mary Miller; Ms. Hui-Shan Walker.

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

Dr. Mark Bell; Dr. Cynthia Gaither.

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 5:05 p.m. on May 22, 2025.

REMARKS OF THE CHAIR

After Chairman Brown welcomed the Members of the Board of Directors, he thanked Mrs. Bea Dahlen for her 14 years of service to the H-NNCSB Board of Directors and announced tonight would be her final meeting. He noted Mrs. Dahlen would have an opportunity at the end of the meeting to address the Board Members.

Chairman Brown stated he has worked with Mrs. Dahlen for many years and commends her championing various behavioral health causes as a member of the H-NNCSB Board of Directors, a member of Virginia Association of Community Services Boards (VACSB), and through her involvement with National Alliance on Mental Illness (NAMI). Chairman Brown stated his appreciation for her dedication and hoped she enjoys her retirement.

Chairman Brown then he gave Dr. Daphne Cunningham, Executive Director, the floor.

Dr. Cunningham welcomed everyone and introduced Dr. Mark Bell, an incoming Board Member. She also introduced the staff members present: Mr. Jon Warren, Clinical Services Administrator from Adult Comprehensive Outpatient's Rapid Access program, and Mr. Marcus King from Training Services. Chairman Brown added his welcome to the Board of Directors to Dr. Bell.

**PUBLIC
COMMENT**

None

ACTION ITEMS

A-1. Board Approval of the April 24, 2025, Board of Directors Meeting Minutes

Issue: Board Approval of the Minutes of the Board of Directors Meeting held on April 24, 2025.

Background: The Board meeting minutes were provided to Members of the Board of Directors for review in the Board packet distributed on May 15, 2025.

ACTION: Board approval of the Board of Directors Meeting Minutes held on April 24, 2025.

Enclosure: April 24, 2025 Board Meeting Minutes

A-2. Recommendation from the Community Relations & Governmental Affairs Committee

Issue: H-NNCSB 2025 Hall of Fame Inductee

Background: Each year Members of the Community Relations & Governmental Affairs Committee have the responsibility of preparing a list of nominees for induction into the CSB Hall of Fame and submitting its recommendation to Members of the Board of Directors for approval.

ACTION: Board approval of the H-NNCSB 2025 Hall of Fame candidate, Mrs. Bea Dahlen.

A-3. Board Approval of the Evaluation of the Executive Director

Issue: Board Approval of the interim performance evaluation process & timeline for H-NNCSB's Executive Director.

Background: This year, the Executive Director will be provided a performance evaluation at the 6-month mark. The Executive Director's Self-Appraisal and the Performance Evaluation forms are in the red folder.

ACTION: Board approval of the 6-month performance evaluation process & timeline of the Executive Director.

STANDING BOARD COMMITTEE REPORTS

Community Relations & Governmental Affairs

Members of the Community Relations and Governmental Affairs Committee met on Monday, May 12, 2025 via Zoom virtual meeting. Mrs. Russell called the meeting to order at 4:02 p.m. then requested Dr. Daphne Cunningham, Executive Director, provide updates on Legislative activity.

Dr. Cunningham shared some information that was presented at the May VACSB Conference and noted that Board Members Sheriff Karen Bowden, Mr. Ryan Kotrch, and Dr. Diane Griffiths attended, as did several Executive Leadership Team members. She stated that the finalized state budget provides funding for several CSB initiatives and salary increases for state-supported local departments. The CSBs are awaiting the final amounts of these funds from DBHDS.

Dr. Cunningham stated the Agency is still closely following what is happening at the federal level. She stated that for Medicaid, there may be changes to work requirements and the frequency for recertification. I offered to provide updates, as available, from Congressman Scott's office.

Mr. Ryan Dudley, Deputy Executive Director, provided updates on the BJ Roberts Behavioral Health Center, noting that the ribbon-cutting ceremony on April 25 was well-attended by several members of the community and key stakeholders and partners throughout the state. Nelson Smith, DBHDS Commissioner, expressed how impressed he was with the thoughtful layout and various components of the center, and stated that it is an outstanding example of a model CRC. The Hampton CARE program has launched and Hampton City Hall was lit in green on May 8 in observance.

Mr. Tony Crisp, ARTS Director, provided a status report on the three projects under the Opioid Abatement Authority. He shared a "save the date" of June 12, an event with the host locations and staff to provide information and training for the mobile unit. The mobile unit is almost fully staffed and will be operational this summer.

The Peer Drop-in Center is anticipated to be starting within the next 60 days. Currently, an Agency program is occupying the space as they await the completion of renovations to another site. It remains challenging to recruit the two positions to provide services within Hampton City Jail. A sign-on bonus

was added in hopes of generating more interest; however, we have not been successful at getting these positions filled. Some Committee members offered to help advertise the positions.

As noted in the action items, Dr. Cunningham nominated Mrs. Bea Dahlen for this year's Hall of Fame and shared some of the highlights from Mrs. Dahlen's many years of advocacy for behavioral healthcare.

Dr. Cunningham thanked everyone who participated in this year's Give Local 757 fundraiser and helped spread the word about the Agency. She then noted the Mental Health Expo on May 10 at the Midtown Community Center in Newport News was well-attended and thanked the Board Members who were there to support the event. She recognized Mrs. Blount-Moore, Chairman Steven Brown, and Councilmember Tina Vick for attending the Expo. She thanked the cities as well for advertising the event and supporting it.

The Committee will determine whether a meeting in June is needed.

Budget, Finance & Audit

Members of the Budget, Finance and Audit Committee held a virtual meeting via Zoom on Monday, May 19, 2025, at 4:00 p.m. Mrs. Mary Miller, Committee Chair, presided.

Ms. Rhonda Perry, Controller, reviewed the agenda, which included: H-NNCSB's Financial Statements – Operating results through March 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.

Ms. Perry then provided the following updates:

The finance team is now on the last phase of the FY2026 budget review process. The Budget Steering Committee is reviewing the final program objectives to ensure the Agency has obtainable revenue and have streamlined expenses.

Each program budget goes through a stringent review process to ensure the Agency is maximizing revenue. The Agency continues to seek ways to expand service provision to meet the ongoing needs of the community. The finance team continues to review the Department of Medical Assistance Services (DMAS) portal for approved rate changes and have updated several contracts with rate increase requests.

FY2026 Local Funds will be level.

FY2026 Federal Funds – The Agency continues to monitor changes in Federal regulations to determine the impact on the Agency's budget and operations, especially any changes to Medicaid eligibility, grant funding, and changes to current guidelines.

FY2026 State Funds – The Department of Behavioral Health and

Developmental Services (DBHDS) shared they will release the State funding allocations by June 1. For STEP-VA, there was a new formula used for the allocation of funds to three services, and the Agency's allocation was reduced. The Agency anticipates a 3% cost of living (COLA) for specified funds and a one-time bonus payment.

The finance team continues to closely monitor the Aging and modify processes to maximize collections. The team is exploring additional methods for expediting collections such as an added feature in the Avatar software. The team has successfully assisted residential program clients with reinstating Medicaid, which allows the Agency to collect outstanding Medicaid claims.

The cash balance in the operating reserve is stable. The line of credit continues to be unutilized. Health insurance expenses for March are in-line with the budget.

Finally, Ms. Perry 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, the and Trust for Disabled Persons.

There being no additional business, Mrs. Miller thanked the Finance Team and the Budget, Finance, & Audit Committee adjourned at 4:21 p.m.

Nomination & Selection

Members of the Nomination & Selection Committee held a virtual meeting via Zoom on Thursday, May 15, 2025, at 4:00 p.m. Mrs. Gisele Russell, Committee Chair, presided. The Committee report was not presented to the Board of Directors verbally during the May Board of Directors Meeting; however, the full report was included in the red folders. The Proposed FY2026 Slate of Officers was provided and will be presented to Board for action at the June Meeting.

- Mr. Steven Brown ~ Chair
- Dr. Kristie Norwood ~ Vice Chair
- Mrs. Mary Miller ~ Treasurer
- Ms. Madonna Flores ~ Secretary

EXECUTIVE DIRECTOR UPDATE

Chairman Brown thanked the committee members for all their hard work. He stated the Members of the Board received Administrative Division Program Highlights on pages 7 through 32 of the Board Package. Next, he gave the floor again to Dr. Cunningham.

Dr. Cunningham reviewed the items in the red folder: Invitation to the Hall of Fame / Patty L. Gilbertson Award / Employee Recognition Luncheon on June 18; Dr. Cunningham broke down the data of how many employees had milestone service years and recognized two ELT members celebrating 35 years

– Dr. Baltej Gill and Mrs. Allison O'Brien; media articles on the BJ Roberts Behavioral Health Center ribbon cutting and Hampton CARES team; the presentation from the Adult Outpatient Services that will be presented shortly; and important information provided by Mr. Tony Crisp, ARTS Director, about substance use data.

Next, Dr. Cunningham introduced Mrs. Allison O'Brien and Mr. Jon Warren for the Adult Comprehensive Outpatient Services (ACOS) presentation.

Mrs. O'Brien began by noting her 36th work anniversary and shared some of the various departments where she worked at the CSB. She then provided an overview of which programs have nursing staff. Then Jon Warren presented information on Rapid Access, explaining there really is no wrong door to enter for services at the CSB.

Some Board Members asked questions about services and both Mrs. O'Brien and Mr. Warren reiterated that calling the main number for Building 200 will guide them to the services they need.

CLOSING

Chairman Brown again acknowledged Mrs. Bea Dahlen's departure from the Board of Directors and asked Mrs. Dahlen to say a few words.

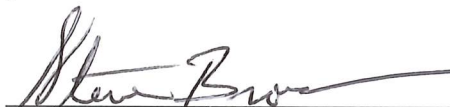
Mrs. Dahlen thanked the Executive Leadership Team and stated she was very proud of the work the CSB does. She said the people at the CSB are absolutely unbelievable and do tremendous work.

Dr. Cunningham presented Mrs. Dahlen with some tokens of appreciation and thanked her for all her years of involvement with the CSB. She stated it was a pleasure to work with her and she is irreplaceable.

Finally, Dr. Cunningham recognized Dr. Cynthia Gaither, a new Board Member, who had joined the meeting.

ADJOURNMENT

There being no additional business, the Meeting of the Board of Directors for the Hampton-Newport News Community Services Board adjourned at 5:45 p.m.



Steven Brown
Board Chair



Ms. Ann Abdullah
Secretary

