

BOARD OF DIRECTORS MEETING MINUTES

October 6, 2020

This meeting of the Richmond Behavioral Health Authority (RBHA) Board was held through electronic communication means due to the current State of Emergency and due to safety concerns stemming from the coronavirus pandemic. Board members, staff, and the general public were able to participate by teleconference/videoconference via Zoom.

RBHA Board members present were: Dr. Joy Bressler; Scott Cannady; Denise Dickerson, **Secretary/Treasurer**; Dr. Cheryl Ivey Green, **Chair**; Sabrina Gross; Karah Gunther; Malesia “Nikki” Taylor; and Dr. Michelle Whitehurst-Cook.

RBHA Board members absent: Irvin Dallas, **Vice Chair**; Colleen Howarth; Dr. Cynthia Newbille; Melodie Patterson; Eduardo Vidal and Chelsea Higgs Wise.

Staff present: Dr. John Lindstrom, **CEO**; Amy Erb; Bill Fellows; Susan Hoover; Dr. Jim May; Shenée McCray; Carolyn Seaman; Michael Tutt; and Melese Evans.

RBHA’s Legal Counsel: Jon Joseph of Christian & Barton, LLP.

Guests: None.

Proceedings:

- The meeting was called to order at 3:03 p.m. by Dr. Cheryl Ivey Green.
- The Board minutes for September 1, 2020 were approved with a motion by Denise Dickerson and seconded by Dr. Joy Bressler. The minutes were unanimously approved. .
- **Public Comment:** None.

Employee Recognitions

- Kimberlea Rocher, Certified Peer Recovery Specialist with the Adult Mental Health Case Management Team 3, was recognized as employee of the month.
- Regional Recovery Services was recognized as team of the month.

Board Chair Report- Dr. Cheryl Ivey Green

- Dr. Cheryl Ivey Green thanked the team for continuing to press on and allowing RBHA to be a leader in the community in terms of behavioral health.
- Dr. Green encouraged everyone to participate in the NAMI walk on 10/10th and to encourage others to join.

Chief Executive Officer’s Report- Dr. John Lindstrom

- The CEO report was discussed and is included in today’s board meeting packet and with today’s meeting minutes.

RBH Foundation Report – Ms. Carolyn Seaman

- The Foundation Development Report and minutes from the last meeting are included in today’s board meeting packet.
- Carolyn Seaman presented and discussed highlights from the RBH Foundation’s last fiscal year, also included in today’s meeting packet.

Committee Reports:**Access & Service Delivery Committee - Dr. Michelle Whitehurst-Cook**

- The Access and Service Delivery Committee reviewed and discussed the RBHA Service Data Report for 4th Quarter FY-20, the Crisis Intervention Triage Referrals Report, and Human Rights Report.
- One Human Rights violation was found and was resolved.
- Discussed status of REACH and the RICH Integrated Care Clinic and CCBHC overview.
- Determined upcoming Board Education Presentations through February 2021 and encouraged Board members to suggest any topics interested in seeing in future presentations.
- A draft report of the Access and Service Delivery Committee meeting is included in today's board meeting packet.
- The Access and Service Delivery Committee will meet again on December 1st.

Advocacy & Community Education Committee – Mr. Scott Cannady

- A draft report of the Advocacy and Community Education Committee meeting is included in today's board meeting packet.
- The Virginia Association of Community Services Boards Public Policy Brochure, Informational Card about RBHA's services and FY 21 Advocacy Log are also included in today's meeting packet.

Executive Committee – Dr. Cheryl Ivey Green

- The Executive Committee has not met since the last board meeting.

Finance Committee –Ms. Denise Dickerson

- RBHA's Net Assets or our net worth is healthy at \$14.2 million, excluding regional and non-agency, non-regional funds, and RBHA's share of net income is \$3.7 million.
- Total cash in the bank at July 31st was \$23.5 million, and RBHA's share of that cash is just over \$6.7 million.
- RBHA's current operating reserve ratio is at 1.51 or just under 3 months of expenses. This is a little higher due to vacancies and layoffs. RBHA is reporting monthly to DBHDS on COVID-19 issues including cash flows.
- Client accounts receivable is \$7.4 million. As part of the audit process. Finance is currently performing an annual lookback and write-off of items deemed uncollectible for timely filing. Accounts receivable figures for July are changing do to write-offs posted in July and then moved back to FY20 when the services were provided. Billing has also been delayed for various reasons including power outages, mold and work performed for the audit.
- The note payable balance at July 31 is \$3.1 million and has been recorded in the liabilities section of the Balance Sheet.

Human Resources Committee – Mr. Irvin Dallas

- The Human Resources Committee has not met since the last board meeting.

Nominating & By-Laws Committee – Dr. Joy Bressler

- The Nominating and By-Laws Committee has not met since the last board meeting.

Presentation: Mental Health First Aid was presented by Andrea Wilkinson, Prevention Specialist and Charlene Edwards, Prevention Services Manager. The presentation is included with today's meeting minutes.

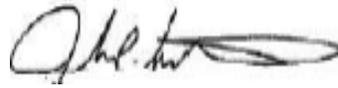
The meeting adjourned at 4:52 p.m. with a motion by Dr. Joy Bressler and seconded by Denise Dickerson.

The next Board of Director's meeting will take place on **Tuesday, November 10, 2020 at 3:00 p.m. by teleconference/videoconference via Zoom.**

Respectfully Submitted:



Dr. Cheryl Ivey Green
RBHA Board Chair



Dr. John P. Lindstrom
Chief Executive Officer

Richmond Behavioral Health Authority
Board of Directors
Chief Executive Officer's Report
October 6, 2020

The beat goes on . . . We are in our **seventh full month of COVID 19 operations**. The significant service modifications we made in March are still in place, enabled by the flexibilities afforded by DMAS and the Department of Behavioral Health and Developmental Services. The **Marshall Center** has reopened with an enrollment of 40 (down from the pre COVID daily attendance of approximately 100). We have been delayed another week for reopening the **Therapeutic Day Treatment** program which will operate at Blackwell Elementary. The delay appears to be due to final details being worked out between the Richmond Public Schools and the City of Richmond.

RBHA has not been immune from the Coronavirus. To date 38 of our consumers have been infected and 11 of our staff.

RBHA, and much of my time over the past month, has been directed toward several city initiatives. The **Mayor's Task Force for Reimagining Public Safety** meets bi-weekly and will submit a final report within the next 45 days. I am supporting the **Human Services Lens** workgroup that meets weekly in addition to the full Task Force meetings. The Marcus Alert planning also continues. Last week a draft framework was submitted which consists of four components: 1) A special alert for police in the case of a behavioral health emergency, 2) A co-responder model involving pairs of police officers and crisis clinicians who partner full-time, 3) A collaborative response model involving a coordinated response between police and behavioral health, and 4) Enhancements to the current Crisis Intervention Team training. The Marcus Alert and Community Care Team(s) are still in planning and no final decisions have been made as to the framework and/or resources necessary to support.

The **Mayor's Office** also provided a press release in the last week, announcing a project in which behavioral health personnel will work with the Richmond Health District and the Office of Community Wealth Building at some of the health district's Community Resource Centers. The Mayor intends to fund a one-year pilot from FY 20 funds. It is likely that RBHA will be funded to provide a licensed clinician, a substance abuse counselor, and a peer.

The final walk through/approval of the **Children's Services Center** at the North Campus was completed on September 21. We are awaiting the Certificate of Occupancy. This reawakened structure will serve us well.

The **final settlement** with Haley for the renovation of the Women's Treatment Center is complete.

CEO Report
October 6, 2020

The North Campus has initiated a **COVID 19 testing protocol** in partnership with LabCorp. Initial testing focused on 50 residents. All results were negative. Testing is now conducted with all new admissions.

The **VACSB Virtual fall conference kicks off at 10:30 this Wednesday**. Council meetings, the ED Forum, and the combined Board/Business meeting will be live on the platform sent by email to all registrants. Breakout sessions, while also live, will be available for view upon demand.

NAMIWalks Your Way 2020 is just 5 days away. The RBHA team is still recruiting and has planned a celebratory event for Friday. If you are interested, let us know and we will resend sign-up information.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John P. Lindstrom", with a long, sweeping horizontal flourish extending to the right.

John P. Lindstrom, Ph.D., LCP
Chief Executive Officer



RBHF FY19-FY20 COMPARISONS

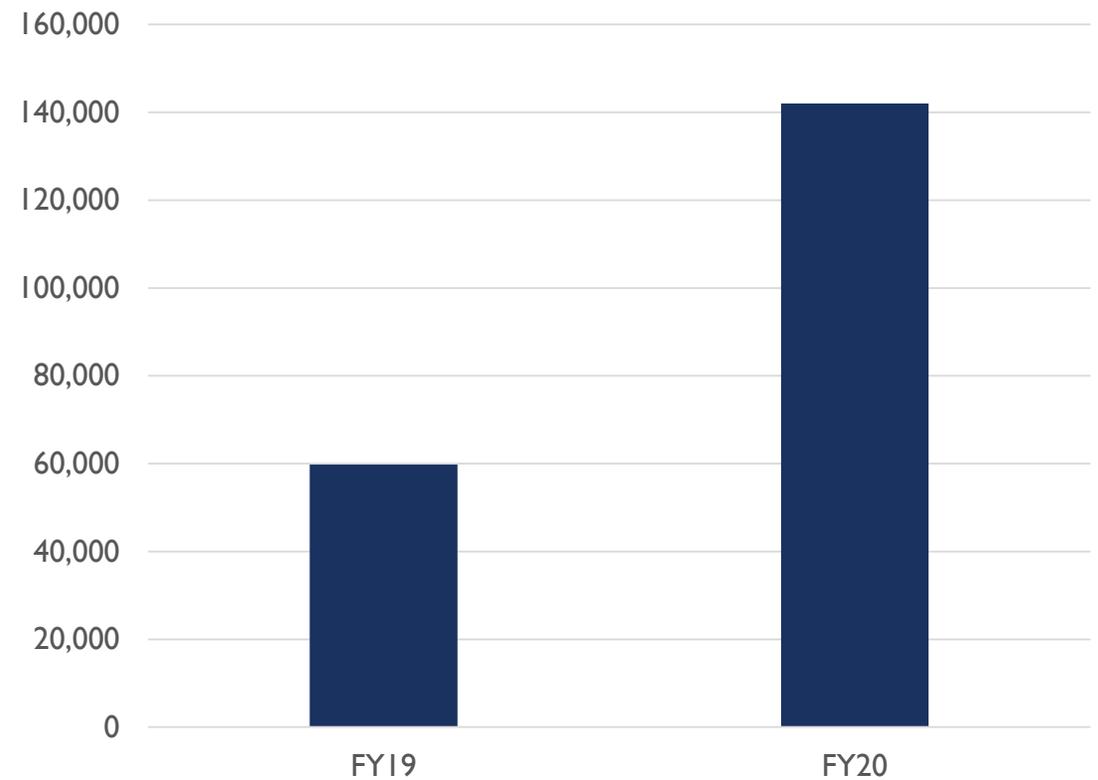
HIGHLIGHTS



GRANT FUNDING

- FY 19 \$59,795
- FY20 \$142,000
- 137% Increase

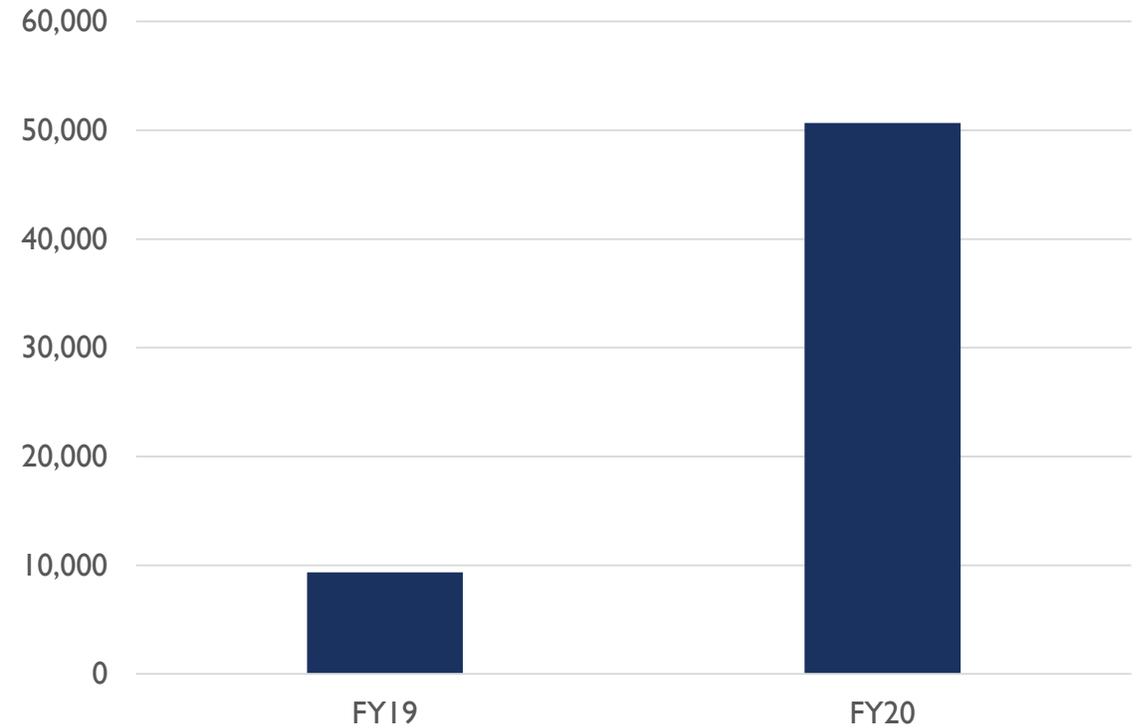
GRANT FUNDING



GIFTS-IN-KIND VALUE

- FY19 \$9,342
- FY20 \$50,678
- 442% Increase

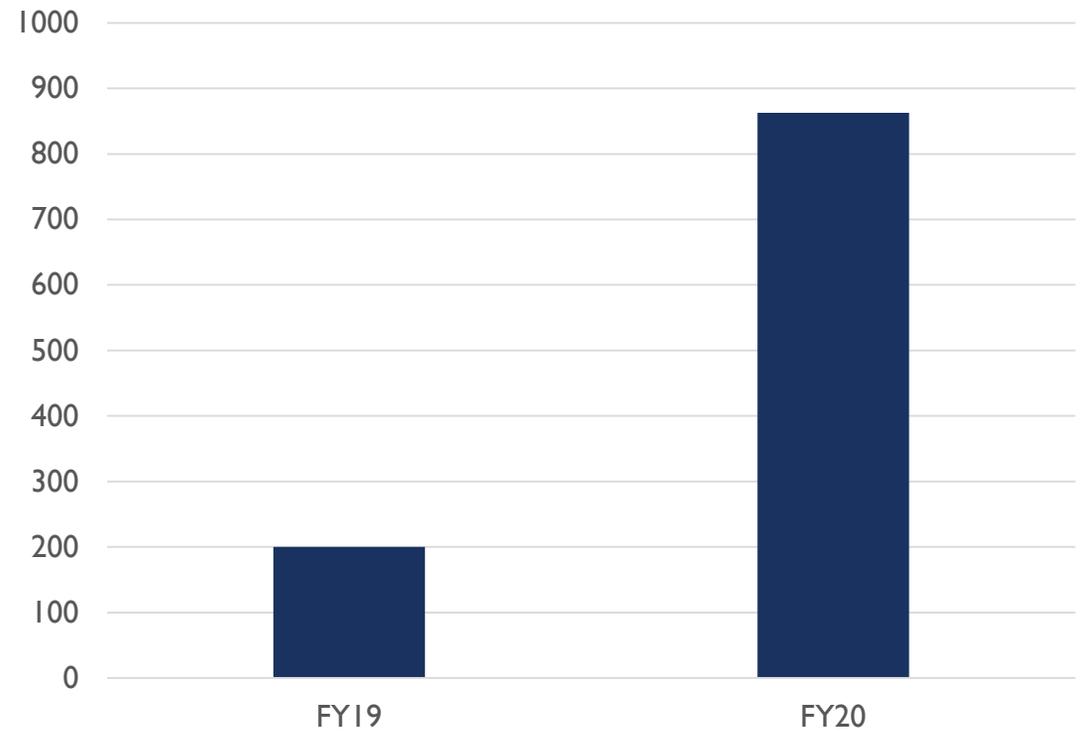
GIFTS-IN-KIND



VOLUNTEER HOURS

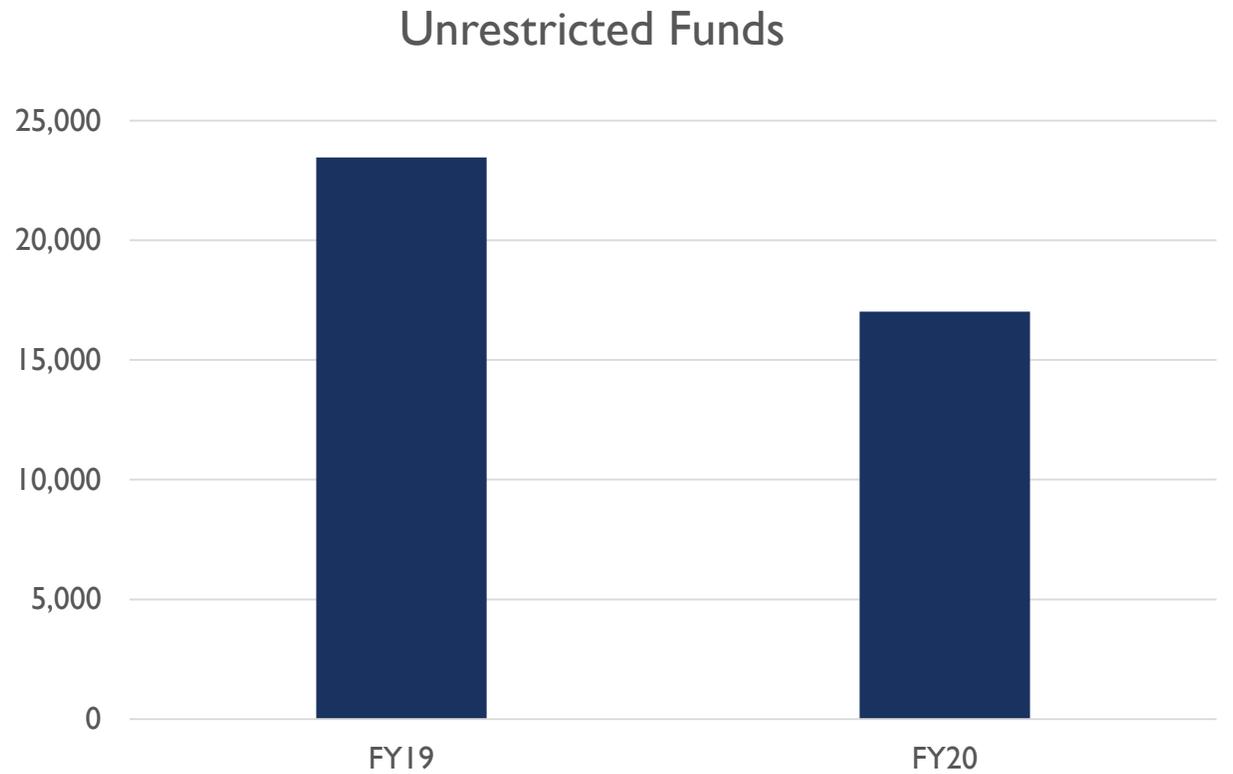
- FY19 200 \$5,596
- FY20 863 \$24,561
- 332% Increase

VOLUNTEER HOURS



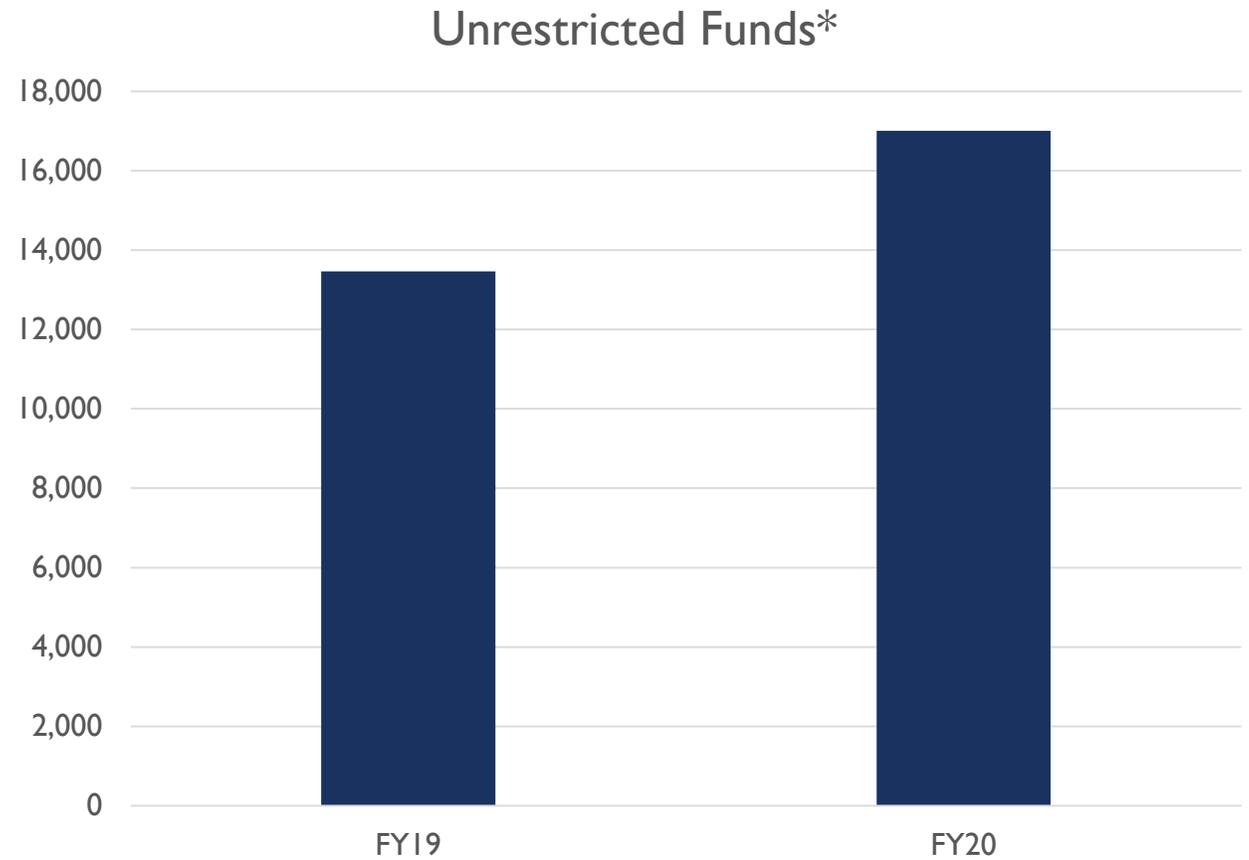
UNRESTRICTED FUNDS

- FY19 \$23,465
- FY20 \$17,013
- 28% Decrease



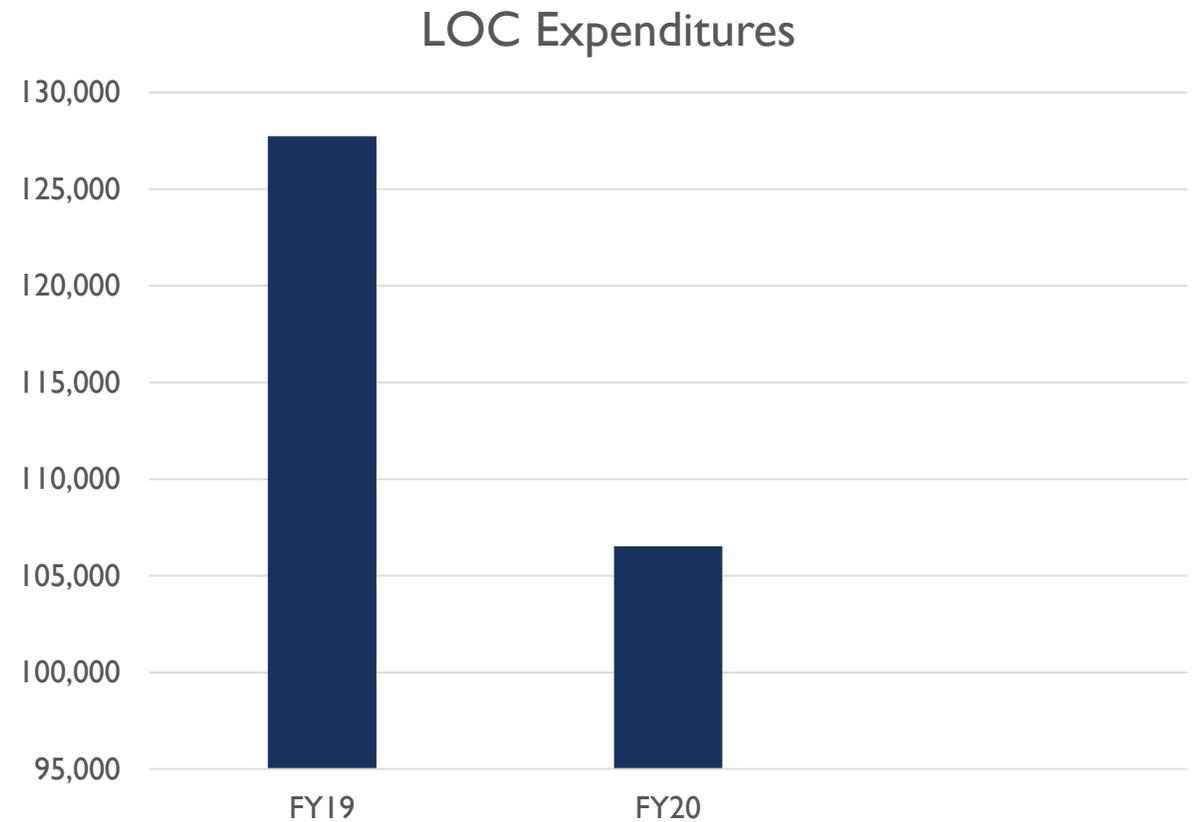
UNRESTRICTED FUNDS

- FY19 \$13,465
- FY20 \$17,013
- 26% Increase
- *subtracting out one-time \$10,000 gift in FY19



LINE OF CREDIT EXPENDITURES

- FY19 \$127,734
- FY20 \$106,539
- 17% Decrease



ALTRIA ELVE VOLUNTEER PROJECT AT NORTH CAMPUS

OUTCOMES

- \$14,000 in materials and supplies to enhance the greenspace and Kitchen Garden
- 275 Volunteer Hours

IMPACT

- Improved the therapeutic outdoor space at North Campus which allows residents to learn new skills and engage in treatment in alternative ways
- Potentially enhances treatment outcomes
- Provided a meaning full volunteer experience for approximately 60 community members to learn more about RBHA and create a connection to our mission

HANDS ON GREATER RICHMOND DIY VOLUNTEER PROJECT - NOURISHMENT KITS

OUTCOMES

- Received 232 Nourishment Kits for RBHA Homeless Services

IMPACT

- RBHA Homeless Services Outreach Staff were able to provide food and water to individuals experiencing homelessness and to those individuals for whom we were/are providing emergency housing during the COVID-19 Public Health Crisis
- Provided an opportunity to connect with community members unfamiliar with RBH, provide information about the work we do, and create a personal connection for the donor

VOLUNTEER ENGAGEMENT

- ***Volunteer engagement is important not only to secure resources for RBHA, but important and necessary to grow the Foundation through increasing our connections in the community.***
- **UPCOMING DIY VOLUNTEER EVENTS:**
 - Painted Rocks
 - Hygiene Kits
 - Nourishment Kits
 - Cold Weather Items – GIVING TUESDAY

ADDITIONAL BENEFITS TO RBHA VIA RBHF

- Outside of Responsibilities of a Director of Development/Foundation:
 - A new organizational website – Planning, Development, and Management
 - Communications to the Broader Community
 - Social Media for RBHA – Planning, Execution, and Management
 - Communications
 - On-Going and General through newsletters, other media
 - Targeted: COVID Response, Social Justice Response
 - Organizational Re-Branding and Messaging Strategic Plan – Planning, Execution, and Management

RE-BRANDING NEXT STEPS

- Entering Phase II of the Strategic Plan
- We are proposing that the remainder of Phase I and all of Phase II will be funded through a combination of RBHA and RBHF funds:
 - Utilizing the \$120,000 Line of Credit beyond what covers staff salary and benefits
 - Utilizing unspent, unrestricted funds received through RBHF
- Employee Roll Out scheduled for October 29, 2020 via Zoom

**RBHA Board Meeting
Development Report – October 6, 2020**

Richmond Behavioral Health Foundation

YTD Income (minus grants) to RBHF: \$904.32 (as of July 31, 2020)

YTD grants awarded: \$50,000 (as of September, 2020)

YTD gifts-in-kind: \$0

	Current Year (FY21)	Previous Year (FY20)	Two Years Ago (FY19)
	Total Grants/Requests Submitted in FY21 (July 1, 2020 – June 30, 2021)	Total Grants/Requests Submitted in FY20 (July 1, 2019 – June 30, 2020)	Total Grants/Requests Submitted in FY19 (July 1, 2018 – June 30, 2019)
Number of Submitted Grants/Requests	4 Total: \$56,320	2 carryover from FY19 (\$40,000) 10 (TOTAL: \$151,000)	9 \$418,500 and up to \$500,000 (TOTAL: \$918,500)
Number of Funded Grants/Requests	2	7	5
Dollar Value of Awarded Grants/Requests	\$50,000	\$142,000	\$59,795
Number of Pending Grants/Requests	2	0	2
Dollar Value of Pending Grants/Requests	\$6,320	0	\$40,000
Number of Denied Grants/Requests/Postponed	0	2 - denied 3 – cancelled (COVID)	3
Dollar Value of Denied or Partially Funded Grants/Requests	0	\$59,000	\$821,500.00
Gifts in Kind Monetary Value	0	\$57,671.25	\$9,342.00
Volunteer Hours	0	863	200

Update on Grants and Gifts: See attached chart

RBHA Board Meeting Development Report – October 6, 2020

Communications:

- Logo Presentation to RBHA Board for vote to adopt – September 1, 2020 - ADOPTED
- Next Steps:
 - Complete development of RBH Brochure
 - Roll out to RBHA Staff – scheduled for October 29, 2020

Volunteer Appeals/Events:

- Planning several Volunteer Appeals in partnership with Hands On Greater Richmond - primary goal is to connect with individuals in the community and establish new relationships
 - Painted Rocks – North Campus Walking Trail
 - Hygiene Kits – Marshall Center, MRTC, PACT, Homeless Services
 - Nourishment Kits – Homeless Services
 - Cold Weather Kits – to grow our Giving Tuesday Cold Weather Item Collection
- Walking Trail – North Campus – November 2020

Appeals:

- Annual Appeal to begin in late October – first wide distribution of the new RBH brochure
- Planning a campaign for the Children’s Services Center at North Campus – Outdoor Needs – primary goal is to involve/reach community members and increase community awareness of RBHA – Spring 2021
- GIVING TUESDAY – December 1, 2020 – plans underway for securing cold weather clothing items
- United Way Employee Campaign – November 2020

Mental Health First Aid

**Andrea Wilkinson, Prevention Specialist
Charlene Edwards, Prevention Services Manager**

RBHA Prevention Services

The RBHA Services Prevention Unit collaboratively enhances community awareness on the dangers of alcohol, tobacco, and other drug use (ATOD), and implements and coordinates strategies to *reduce suicide and promote wellness* in the City of Richmond.

Some of our strategies include:



Build Capacity



Suicide Prevention & Promote Wellness



Educate

Question ?

What are some *negative* terms you may have heard others use to describe individuals experiencing mental health challenges?

Write them down, and please share some of those terms you have heard, either recently, or from when you were growing up.

Your Answers.....

**Some negative terms or phrases you have heard,
are:**

#BreakTheStigma



What is Mental Health First Aid?

Mental Health First Aid is a structured course that teaches you how to identify, understand and respond to *signs* of mental illnesses and substance use disorders.



Mental Health First Aiders are:

Teachers, First Responders, Veterans, Neighbors, Parents, Friends, People in Recovery, Loved Ones, First Ladies and Mayors.

Mental Health First Aiders are anyone who wants to make their community healthier, happier and safer for all.



Why Do We Need Mental Health First Aid?

How many times have you attempted suicide in the last 12 months?

YRBS High School Data

6 or more times

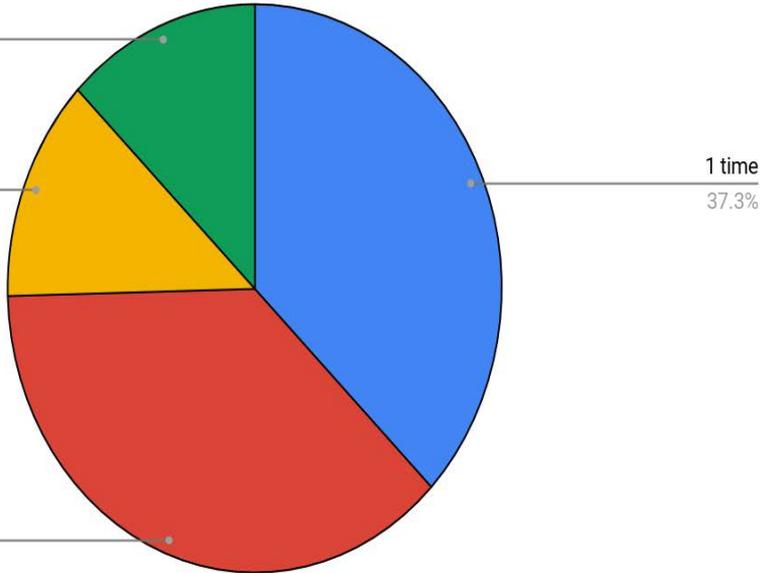
12.7%

4 or 5 times

12.7%

2 or 3 times

37.3%



- **187** City of Richmond high school students reported to have seriously considered attempting suicide during the past 12 months. (YRBS, 2019)
- **142** City of Richmond high school students reported to have made a plan on how they would attempt suicide in the past 12 months (YRBS, 2019)

Why Do We Need Mental Health First Aid?

- Data indicate **40%** of Richmond residents report having poor mental health compared to 29% statewide.
- According to 2017 data from the CDC's 500 Cities Project, **nearly one in four adult residents** of Whitcomb and Gilpin Courts reported that their mental health was not good at least 14 out of 30 days in a month, and nearly **one in five Hillside Court residents** reported the same.

How do I get trained?

As of October 16, 2020 Mental Health First Aid will be offered, virtually, on a Monthly basis.

2 segments:

- 4 hour session and independent study
- 4 hour session via ZOOM platform with instructor



MENTAL HEALTH FIRST AID

1-in-5 Americans struggle with a mental health challenge.

ARE YOU PREPARED TO HELP?



Learn how to help someone who may be developing a mental health challenge or who is in a mental health crisis.

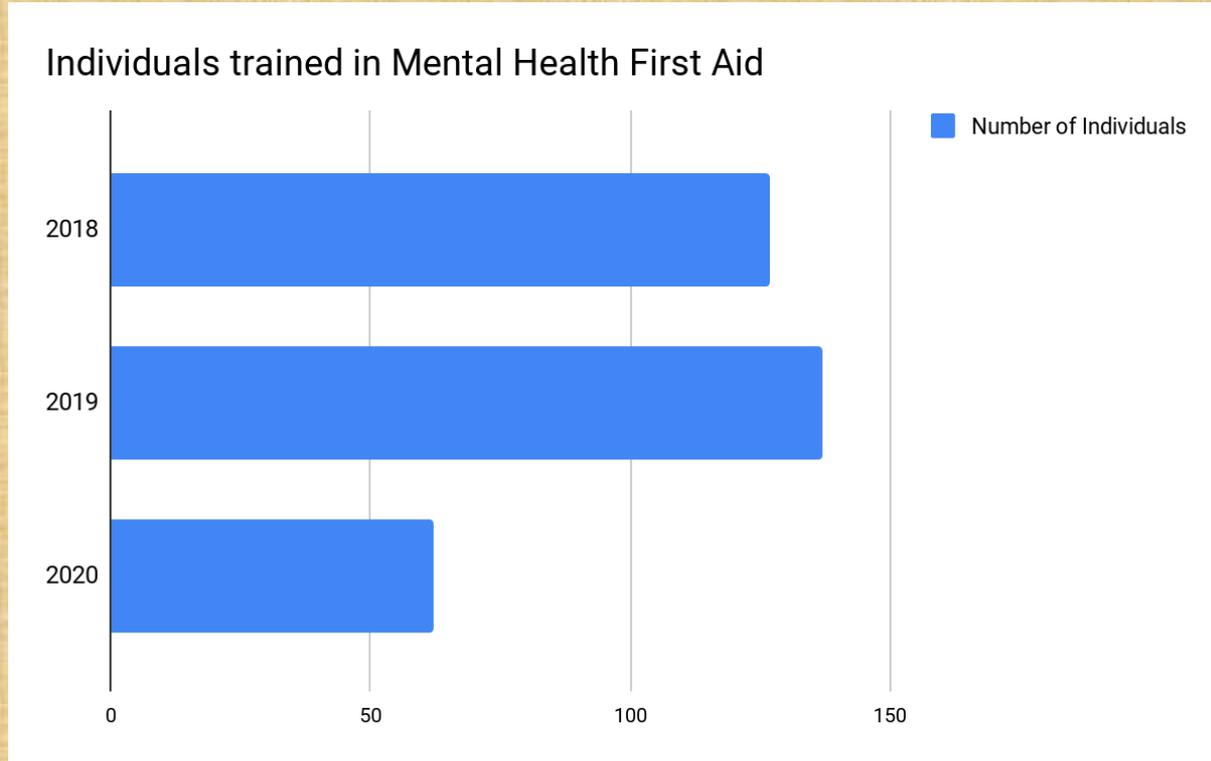
TO REGISTER OR FOR MORE INFORMATION, PLEASE CONTACT
ANDREA WILKINSON (804-819-8741 OR WILKINSONA@RBHA.ORG)

RBHA RICHMOND
BEHAVIORAL HEALTH
AUTHORITY



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What impact has RBHA had through Mental Health First Aid Training?



Mental Health First Aid: True or False?

- **It encourages a person to attempt suicide by asking if they are thinking about suicide?**
- **After taking the class, you will be able to diagnose a person?**
- **You do not have to have a degree to take Mental Health First- Aid?**
- **Words such as crazy, being on the short bus are terms we should use to describe the mental health of others?**

Answers

- It encourages a person to attempt suicide by asking if they are thinking about suicide? **False; there is no evidence to support this myth.**
- After taking the class, you will be able to diagnose a person? **False; this is NOT professional diagnostic training.**
- You do not have to have a degree to take Mental Health First- Aid? **True; anyone can, and everyone should, take MHFA training.**
- Words such as crazy, being on the short bus are terms we should use to describe the mental health of others? **False; these terms only amplify and continue the stigma surrounding mental illness and people who have a mental illness.**

Questions/Comments?

Thank you and Remain Safe