



## BOARD OF DIRECTORS MEETING MINUTES May 2, 2023

The Richmond Behavioral Health Authority (RBHA) Board of Directors met in the Board Room at 107 S. 5<sup>th</sup> Street in Richmond, Virginia 23219.

This meeting was also held through electronic communication means due to safety concerns stemming from the coronavirus pandemic.

The public was provided the option to attend in person or by teleconference/videoconference via Zoom.

RBHA Board members present: Irvin Dallas, Chair; Jenny Aghomo via Zoom; Kristi Babenko; Scott Cannady; Karah Gunther, Vice Chair; Dr. Brian Maiden via Zoom; Sarah Mines; Dr. Cynthia Newbille; Eduardo Vidal via Zoom; and Stephen Willoughby.

RBHA Board members absent: Tameisha Archer; Shauntelle Hammonds; Rev. Dana Sally-Allen; and Malesia "Nikki" Taylor, Secretary/Treasurer.

Staff present: Dr. John Lindstrom, CEO; Bill Fellows via Zoom; Susan Hoover; Karen Redford; Carolyn Seaman via Zoom; Michael Tutt; Scott Ward; Steve Buffenstein and Meleese Evans, Executive Assistant.

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

Guests: None.

Proceedings:

- The meeting was called to order at 3:06 p.m. by Irvin Dallas, Board Chair.
- Public Comment: None.
- Board meeting minutes for April 11, 2023, were approved with a motion by Stephen Willoughby; seconded by Karah Gunther, and unanimously approved by all Board members present.

### Employee Recognitions

- Robinette Reaves, Homeless Families Case Manager in Adult Mental Health Services, was recognized as employee of the month.

Presentation: RBHA Employee Benefits Renewals were presented by Matt Davis of McGriff Insurance Services.

*Motion:* Karah Gunther moved that the RBHA Board proceed with the recommendations presented by McGriff Insurance Services; seconded by Sarah Mines and unanimously approved by all Board members present.

### 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 - Carolyn Seaman

- The RBH Foundation Development Report was discussed and is **included in today's** Board meeting packet and with **today's meeting** minutes.
- Carolyn Seaman presented RBHA's public service announcement for Mental Health Awareness Month. Melina Healthcare offered RBHA this spot and it is currently running on CBS 6.

Committee Reports:Access & Service Delivery Committee – Rev. Dana Sally-Allen

- The Access & Service Delivery Committee has not met since the last Board meeting.

Advocacy & Community Education Committee –Scott Cannady

- The Advocacy and Community Education Committee has not met since the last Board meeting.

Executive Committee – Irvin Dallas

- The Executive Committee reviewed the one nomination received for the Wayne H. Blanks Service in Recovery Award. The committee voted to present the award to the nominee, RBHA employee, Vanessa Winckler, Peer Recovery Coach in Substance Use Disorders Medication Assisted Opioid Treatment Services, at this **Fall's Employee Appreciation Event**.
- The Executive Committee agreed to receive a summary of the Board and Executive **Leadership Team's evaluation of the CEO evaluation results to review before today's** meeting, for the Board to discuss the CEO Evaluation and Contract Renewal in closed session today.
- The Executive Committee decided this **year's retreat will focus on the current state and** direction of the Public Behavioral Health and Developmental Disabilities system. Crisis Expansion, STEP-VA, and Certified Community Behavioral Health Clinic (CCBHC) developments.
- The Executive Committee discussed and put together a preliminary slate of officers for FY-2024. The current officers agreed to serve for the next fiscal year and the positions are open for additional nominees. The vote will be put forth at the June Board meeting.

Finance Committee Report – Stephen Willoughby for Malesia "Nikki" Taylor

- Total cash in the bank at March 31<sup>st</sup> was \$25.1 million, and RBHA's share of that cash is \$6.4 million.
- RBHA's current operating reserve ratio for March was 0.74 or less than 2 months of expenses. The ratio will improve with collections due for services from the City of Richmond and reimbursement for federal funds expensed.
- RBHA's net worth is \$16.8 million and year to date net income on March 31<sup>st</sup> was \$14.6 million.
- Gross Accounts Receivable is \$7.6 million and net Accounts Receivables, after the allowance for doubtful accounts, is \$4.1 million due from the Managed Care Organizations.
- The note payable balance at March 31<sup>st</sup> was \$2.6 million.

Human Resources Committee –Karah Gunther

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

Nominating & By-Laws Committee – Tameisha Archer

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

## CLOSED SESSION

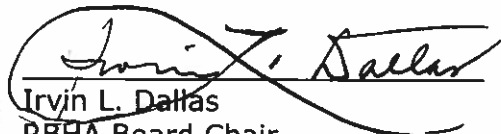
- Pursuant to Section 2.2-3711A(1) of the Code of Virginia, a motion was made by Dr. Cynthia Newbille and seconded by Karah Gunther to move the meeting into closed session at 4:13 p.m. for purposes of discussion of personnel matters. Each Director was polled and provided the certification required by statute.
- The meeting entered back into open session at 5:06 p.m. with a motion by Scott Cannady and seconded by Dr. Cynthia Newbille.

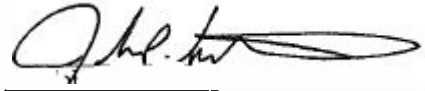
**Motion: Dr. Cynthia Newbille moved to renew the CEO Contract with the specificity to be discussed pending the budget, seconded by Stephen Willoughby and unanimously approved by all Board members present.**

The meeting adjourned at 5:20 p.m.

The next Board of Director's meeting will take place on **Tuesday, June 13, 2023, at 2:30 p.m., at Delta Hotels by Marriott Richmond Downtown, 555 E. Canal Street.**

**Respectfully Submitted:**

  
Irvin L. Dallas  
RBHA Board Chair

  
Dr. John P. Lindstrom  
Chief Executive Officer

Richmond Behavioral Health Authority  
Board of Directors  
Chief Executive Officer's **Report**  
May 2, 2023

May is Mental Health Awareness month. Throughout the month we will be promoting a variety of awareness activities including through newsletters and social media posts. In addition, May 9 has been designated Fentanyl Awareness Day. Our Recovery Plus and RICH Clinic locations will be distributing literature and promoting the availability of Narcan. Additionally, our Prevention Office, along with partners, have developed public service announcements and other media releases.

The spring VACSB Training Conference will be held Wednesday through Friday of this week at the Norfolk Marriott Waterside. The National Council for Mental Well-being's **annual conference** is also occurring this week. RBHA will be well-represented at **NatCon '23 thanks to grant training funds. Our staff will focus on** Crisis and Certified Community Behavioral Health Center sessions.

I have accepted an invitation to serve on the Department of Behavioral Health & Developmental Services (DBHDS) Regulatory Advisory Panel which will complete its work over the summer months.

Chelsea Hill Purchase – The property survey is now complete and passed the review of counsel. Our attorney is sending some language to the Title company, then we will proceed to closing.

New Electronic Health Record acquisition – we are deep in negotiations with our first-choice vendor. I fully expect to conclude negotiations soon, allowing for Board discussion and approval in June, most likely as part of the budget approval process.

Zoning application – our formal application for rezoning property in Chesterfield County in support of REACH office operations is complete. Now awaiting a series of public comment opportunities.

RRS-VRS transition – **RBHA’s personnel profile has been** submitted to VRS for the actuarial study. VRS has subsequently asked for additional information which has been promptly provided by our HR team.

Position Control – Development and implementation of the position control database is progressing on schedule.

Compensation & Benefits discussions – While a draft budget for FY 24 is still in process, every effort is being made to include recommendations for compensation adjustments and other changes related to employee benefits.

Budget Calendar – A draft FY 24 budget will be presented to the Finance Committee in late May. Additional work will follow, culminating in presentation to the full Board at its June 13 meeting.

Capacity Challenges – RBHA continues to see individuals as they present for Rapid Access and Crisis Services. Largely due to staffing issues, ongoing services are subject to a waiting period in some program areas.

Substance Abuse and Mental Health Services Administration (SAMHSA) ACT for Transition-Aged Youth (DBHDS partnership)- DBHDS plans to submit a grant application supporting the development of Assertive Community Treatment targeted specifically at transition-aged youth. In so doing, DBHDS has requested that RBHA collaborate in implementing the grant should it be awarded.

Permanent Supportive Housing Proposal – RBHA has been approached by Virginia Supportive Housing to collaborate in a project to increase housing availability and associated wrap-

around services. The plan is in early stages, but a central element includes making two underdeveloped lots owned by RBHA available in exchange for housing slots. More information to follow . . .

District 1 Probation & Parole – RBHA leadership recently meet to discuss access and service coordination related to individuals with mental health and substance use issues return from the Department of Corrections.

A delegation from SAMHSA, led by Regional Director Jean Bennett, spent most of the day April 12 at RBHA to discuss Crisis expansion and its relationship to our CCBHC implementation. The DBHDS Commissioner, Chief Deputy Commissioner, and a **representative of the Secretary’s office were also on-hand**. In all, it was a great day, affording us the opportunity to feature the great work being done at RBHA. Tours were conducted of the RBHA main office, the 420 building, and North Campus.

Respectfully submitted,



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

## RBHA Board Meeting Development Report – May 2, 2023

### Richmond Behavioral Health Foundation

YTD Unrestricted to RBHF: \$41,211.76 (as of 03/31/23)

YTD Restricted Funds (outside of grants) to RBHF: \$9,127.00 (as of 03/31/23)

YTD grants awarded: \$216,500

YTD gifts-in-kind: \$121,500.50

YTD Total Revenue: \$388,339.26

	Current Year (FY23)	Past Year (FY22)	2 years ago (FY21)
	Total Grants/Requests Submitted in FY23 (July 1, 2022 – June 30, 2023)	Total Grants/Requests Submitted in FY21 (July 1, 2021 – June 30, 2022)	Total Grants/Requests Submitted in FY21 (July 1, 2020 – June 30, 2021)
Number of Submitted Grants/Requests	3 carried over from FY22 \$199,500 10	14 Total: \$667,500.00	7 Total: \$108,820
Number of Funded Grants/Requests	7	7	3
Dollar Value of Awarded Grants/Requests	\$216,500	\$86,000.00	\$51,320
Number of Pending Grants/Requests	0	2	1
Dollar Value of Pending Grants/Requests	\$0	\$178,000.00	\$15,000
Number of Denied Grants/Requests/Postponed	5	3	3
Dollar Value of Denied or Partially Funded Grants/Requests	\$161,000	\$403,500	\$57,500
Gifts in Kind - Monetary Value (Includes Value of Volunteer Hours and Value of donated items)	\$121,500.50	\$65,242.44 (Volunteer Hours Value) \$43,330.00 (Donated Items Value) TOTAL: \$108,572.44	\$68,357.20

RBHA Board Meeting  
Development Report – May 2, 2023

Volunteer Hours	1075	2306	1551
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Update on Grants and Gifts: See attached chart

Volunteer Projects:

- Hands On Greater Richmond – coordinating a DIY Project on our behalf – Children’s Personal Care Kits – July 2022 – Received 272 Kits
- Hands On/ Altria Event – July 20<sup>th</sup> 1pm – 5pm – North Campus WRTC, 100+ volunteers – Project completed
- Hands On/Altria – submitted 3 proposals for fall 2022 projects (see chart)  
Phase 2 of the WRTC Project – project completed September 21<sup>st</sup>
- 3 DIY Volunteer Projects for the Fall
  - Snack Kits
  - Personal Care Kits
  - Cold Weather Item Kits
  - Drop Off Dates are Nov 3<sup>rd</sup>, Nov 15<sup>th</sup>, and Dec 9<sup>th</sup>
- Hand On Fairfax/CarMax Volunteer Event – November 17<sup>th</sup> – North Campus – weeding, mulching and putting to bed all the garden spaces for the winter; building raised bed planters for Chelsea Hill Campus; Nourishment Kits
- Submitted 4 Volunteer Grant Proposals for Spring/Summer 2023 to Hands On Greater Richmond
- Spring DIY Volunteer Projects are scheduled (Activity Kits, Nourishment Kits, and Personal Care Kits):
  - April 18, 2023 11am – 2pm
  - April 28, 2023, 11am – 2pm
  - May 10, 2023, 11am – 2pm

Community Engagement:

- American Horticulture Society Conference – Tour of North Campus Greenspace – July 14<sup>th</sup>, 11am
- Marshall Center Exercise Room Ribbon Cutting – August 2, 1pm – Exercise Room funded by Aetna

Events:

- Marshall Center Exercise Room Ribbon Cutting – August 2, 1pm – Exercise Room funded by Aetna

Appeals:

- *Refresh for Recovery* Campaign – RBHF Board of Trustees Campaign - \$5,000 match to paint the entry, dining room, and common areas on the 1<sup>st</sup> Floor at 1700 Front St.
- Giving Tuesday – November 29<sup>th</sup> – focusing on Homeless Services for this appeal
- Year-end Appeal – will begin around Thanksgiving – social media, email, and direct mail components

Mini Grants:

We awarded the first 3 \$5,000 grants to:

- ACT – develop a Vocational/Educational group to assist individuals with developing job skills and furthering their education



## RBHA Board Meeting Development Report – May 2, 2023

- DS Children's Services – community inclusion events and activities for children and families
- WRTC Children's Services – Welcome Bags for children accompanying their mothers in treatment, community inclusion activities

Second 3 Mini Grants were awarded in January:

- Adult MH Case Management – to assist clients with funding birth certificates and identification cards
- SUD – Front Street – to finish the common areas with curtains, games & activities for the common area AND Alumni House for paint, dishes, linens, personal care items
- DS – REACH Adult Home – to purchase and maintain an indoor hydroponics unit to utilize with residents for skill building and growing their own food – works in conjunction with a cooking group that they facilitate with residents.

Upcoming and in progress:

- May 4<sup>th</sup> – CarMax Volunteer Event at Chelsea Hill
- June – We hope to have 1 or 2 CarMax Volunteer Events (CarMax Cares Month of Giving)
- Partnership with Molina & CBS 6 – Mental Health Awareness Month PSA has been filmed and is currently running on CBS 6
- DIY Volunteer Events — several new organizations and businesses contributing:
  - St. Catherine's School – 11<sup>th</sup> grade class
  - Giordano Business Development, LLC
  - Molina Healthcare
  - VCU School of Business
  - University of Richmond
- September or October – Large Altria Volunteer Event at Chelsea Hill – still tentative
- Discussions with RIFF about partnering around mental health messaging, panel expertise, resource distribution, marketing support. RIFF is September 26<sup>th</sup> – October 1<sup>st</sup>.
- Discussions with Molina around "sustainable partnership" – multiple opportunities being considered.



**May 2, 2023**

**MOTION**

I move that the meeting of the Board of Directors of the Richmond Behavioral Health Authority enter closed session pursuant to Section 2.2-3711A(1) of the Code of Virginia for purposes of discussion of personnel matters.

Date: May 2, 2023

**CERTIFICATION OF CLOSED SESSION**

WHEREAS, the meeting of the Board of Directors of the Richmond Behavioral Health Authority ("the Authority") has convened in closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Authority that such closed session was conducted in conformity with Virginia law.

**NOW THEREFORE, BE IT RESOLVED:**

That the Authority hereby certifies that to the best of each director's knowledge: (i) only public matters lawfully exempt from open meeting requirements by Virginia law were discussed in the closed session to which this certifying resolution applies; and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Authority.

WITNESS the following vote of Authority directors, as recorded by Karah Gunther, Vice Chair, on behalf of Malesia Taylor, its Secretary.

**CERTIFYING:**

*Karah Gunther*  
*Walter ...*  
*...*  
*...*  
*...*  
*Brian Maiden*

**DECLINING TO CERTIFY:**

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*[Blue scribble]*  
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