

COLONIAL BEHAVIORAL HEALTH

EXECUTIVE COMMITTEE MEETING

473 McLaws Circle, Williamsburg

February 18, 2025, at 4:00pm

Call to Order

Executive Committee Meeting was called to order at 4:01pm.

Roll Call

Committee Members Present:

Ryan Ashe (remote)

Erin Otis

John Collins

Wendy Evans

Committee Members Absent:

Donyale Wells

CBH Staff Present:

David Coe, Kyra Cook, Marsha Obremski, Nancy Parsons, Chaenn Thomas, Kristy Wallace

Remote Participation

The Executive Committee members (present) voted to allow Ryan Ashe to join this meeting remotely. Erin Otis approved of this vote, and John Collins seconded the vote.

Updates

Financial Report (*Nancy*)

Nancy reviewed the Financial Report as of 1/31/2025. CBH is still recuperating funds from the cybersecurity incident. An increase in transportation costs was due to the purchase of a vehicle.

Recruitment and Hiring (*Chaenn*)

Chaenn reviewed the Recruitment and Hiring Update as of 2/14/2025. We are currently hiring for 19 positions (15 FT and 4 PRN).

Crisis Services Center Update (*Kyra/Nancy*)

Kyra presented the CSC Budget as of February 2025. Kyra explained each line of the budget (there are a few lines and amounts included that may not be utilized). The cost of FFE (Furniture, Fixtures and Equipment) includes fees for Endurance. The interest earned is not included in the calculation. If we exceed the \$12M budget, we will request additional funding from the state (inflation continues to rise year over year).

CBH Policy Review Status Update (*David*)

A rough draft has been created. We will have a listing of the Agency/Governance policies ready for review at the March Executive Committee meeting. A decision was made to start that meeting at 3:00pm to allow time to review the policies.

York County Process Update (David/Nancy)

David and Ryan Ashe received an invite from Susan Goodwin to meet with York County on Monday, February 24th at 3:00pm. David and Nancy had a call with Susan and YC's audit firm – a list of requested documents was provided to CBH. The cost of the audit will be discussed during the meeting on Monday.

Fundraising Consultant Report - Discussion (Kyra)

Kyra reviewed talking points with the Executive Committee. Should CBH seek individual donors: this will be a decision made by the Board. CBH's website currently has a "Donate Now" button; we could create a separate page specifically for the project. Virginia Thumm mentioned in the January Board meeting that the entire report (created based on the fundraising work) could be shared with the Board members which would result in the report becoming part of the Board meeting minutes. This could affect individual giving since the information was not truly kept confidential. Sharing this information will not help us in any way although it could hurt us down the road. The decision was made that our Executive Committee will also serve as our Fundraising Committee. Our Executive Committee members will also discuss fundraising during the March meeting (staff power, time involved, how long to run a campaign for, ROI, should we tackle this internally or contract it out?)

March Board Meeting (David)

David will not be in attendance. The Executive Committee has made the decision to cancel the March Board Meeting. CBH will send out the regular reports to our Board members.

Items from the Committee

None

Adjournment

John Collins made a motion to adjourn the meeting at 5:23pm. Erin Otis seconded this motion.