

**COLONIAL BEHAVIORAL HEALTH  
BOARD MEETING**

**DATE:** April 2, 2024

**LOCATION:** Colonial Behavioral Health, 473 McLaws Circle, Williamsburg, VA 23185

**WELCOME AND CALL TO ORDER:** 4:00pm

**BOARD MEMBERS PRESENT:**

Dr. Al Brassel – York County  
Ms. Denise Kirchbaum – James City County  
Dr. Dawn Ide – City of Poquoson  
Ms. Erin Otis – James City County  
Ms. Hazel Braxton – Williamsburg  
Mr. John Collins – York County  
Ms. Kristen Nelson – York County  
Mr. Reynaldo Carpio – York County  
Mr. Ryan Ashe – James City County  
Ms. Sheri Newcomb – York County

**BOARD MEMBERS ABSENT:**

Ms. Donyale Wells – James City County  
Dr. John Shaner – City of Poquoson  
Mr. Roy Witham – James City County  
Mr. Steven Miller – York County  
Ms. Wendy Evans – Williamsburg

**CBH STAFF PRESENT:**

David Coe, Kristy Wallace, Katie Leuci, Dan Longo, Nancy Parsons, Chaenn Thomas, Kyra Cook, Marsha Obremski

**GUESTS:** None

**PUBLIC COMMENT:** None

**CONSENT CALENDAR:**

The consent calendar was presented for approval of the following meeting minutes:

- February 6, 2024, Board of Directors Meeting
- February 20, 2024, Administration Committee Meeting
- February 20, 2024, Executive Committee Meeting
- February 21, 2024, Public Awareness Committee Meeting

Dr. Al Brassel made a motion to accept the consent agenda as presented. Ryan Ashe seconded the motion, and it passed unanimously.

#### **APPOINTMENT OF NOMINATING COMMITTEE:**

Sheri Newcomb appointed Denise Kirchbaum, Hazel Braxton, and Al Brassel as the Nominating Committee members.

#### **DISCUSSION ITEMS:**

**Strategic Plan – Operations Goal:** Kyra Cook reviewed the objectives, strategies and tactics related to the Operations goal ensuring agency sustainability through business operations reflective of changing healthcare and workforce landscapes. The topic of telehealth billing was discussed, which is included as a tactic in the Technology objective of the infrastructure goal.

**Advisory Council to the Board of Directors:** Marsha Obremski introduced the draft Advisory Council policy to the Board of Directors. This council will consist of individuals with lived experience of mental health and/or substance use disorders and their families, including youth. Details related to the new Council's operations will be developed when the Board adopts the policy when it comes to the Board for action in May.

#### **ACTION ITEMS:**

**CBH Executive Operations Plan:** David Coe presented the proposed plan; the plan will initiate automatically if the CBH Executive Director is incapacitated (due to health or other unplanned issue) for a period of more than five (5) workdays, or upon a planned absence resulting in the unavailability for more than ten (10) workdays.

Hazel Braxton made a motion for the CBH Board to approve the CBH Executive Operations Plan included in the Board packet. The authority granted under the Plan shall be limited to actions and issues that must be addressed during times and/or events as defined in the Plan. John Collins seconded the motion. Denise Kirschbaum noted that director names should be removed from the policy and made a motion to amend the policy accordingly. Kristen Nelson concurred. Ms. Braxton and Mr. Collins accepted the amendment and the motion passed unanimously.

**Allocation of New One-Time Crisis Funding:** Nancy Parsons recommended amending the existing Capital Improvement Plan budget to include the state funding that will be awarded for the Eastern State Surplus Property that will be the future home for the Crisis Services Center (CSC). Al Brassel made a motion to approve the proposed amendments to the FY 2024-2025 biennial Capital Improvement Plan (CIP). Ryan Ashe seconded the motion and it passed unanimously.

#### **EXECUTIVE DIRECTOR'S REPORT:**

David Coe announced that CBH has been cleared by the state to proceed with selling the vacant group home. It was suggested that the proceeds from the sale be directed to Opportunities Unlimited. David Coe presented on PPEA (Public-Private Education Facilities and Infrastructure Act of 2002) which included the definition, benefits, requirements, and guidelines. Finalizing the guidelines will be required before issuing an RFP for design/build services.

Al Brassel made a motion to give the Executive Director authority to draft PPEA guidelines and to proceed with the procurement process, and Dr. Dawn Ide seconded the motion. The motion was passed unanimously.

**ADJOURNMENT:**

Upon a motion by Hazel Braxton and a second by John Collins to adjourn, the meeting was adjourned at 5:33pm.

**NEXT MEETING:**

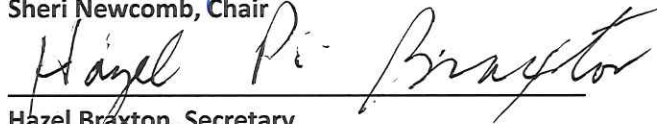
Date: Tuesday, May 7, 2024

Location: 473 McLaws Circle, Williamsburg, VA 21385

Time: 4:00pm



Sheri Newcomb, Chair



Hazel Braxton, Secretary





## Meeting Minutes

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|--|
| Minutes of: Services and Evaluation Committee<br>Date: 2/28/24 |
|--|

**Present:** Al Brasell, Denise Kirschbaum Steven Miller, Roy Witham, Linda Butler, Dan Longo

**Absent:** , Rey Carpio

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1. Welcome and Call to Order

The meeting was called to order at 4:00 pm

2. Michelle Lakins, Quality & Compliance Officer gave a presentation on 2023 Incidents Report. This included psychiatric and medical incidents as well as complaints received.

3. The committee reviewed and approved the Presentation Schedule through June 2024.

The Presentation assessment tool was reviewed and approved with suggested tweaks regarding text area for item 6 of the tool.

4. Meeting Schedule

The Committee will meet on March 28, 2024. Dean Barker will provide a presentation on the Emergency Services Continuum.

5. Adjournment

The meeting was adjourned at 4:40p.m.

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Submitted by: Dan A. Longo

**Next Meeting**

Date: 3/28/2024

Time: 4:00pm

Location: 473 McLaw's

**COLONIAL BEHAVIORAL HEALTH  
BOARD MEETING**

**DATE:** March 5, 2024

**LOCATION:** Colonial Behavioral Health, 473 McLaws Circle, Williamsburg, VA 23185

**WELCOME AND CALL TO ORDER:** 4:02pm

**ROLL CALL – BOARD MEMBERS PRESENT:**

Mr. Ryan Ashe – James City County  
Ms. Hazel Braxton – Williamsburg  
Dr. Al Brassel – York County  
Mr. John Collins – York County  
Ms. Wendy Evans – Williamsburg  
Ms. Denise Kirchbaum – James City County  
Dr. Dawn Ide – City of Poquoson  
Ms. Sheri Newcomb – York County  
Ms. Erin Otis – James City County  
Mr. John Shaner – City of Poquoson  
Ms. Donyale Wells – James City County  
Mr. Roy Witham – James City County  
Mr. Reynaldo Carpio – York County

**ROLL CALL – BOARD MEMBERS ABSENT:**

Mr. Steven Miller – York County  
Ms. Kristen Nelson – York County

**STAFF PRESENT:**

David Coe  
Kristy Wallace  
Dan Longo  
Nancy Parsons  
Linda Butler  
Chaenn Thomas  
Kyra Cook

**GUESTS:** None

**PUBLIC COMMENT:** None

**CONSENT CALENDAR:**

The consent calendar was presented for approval of the following meeting minutes:

- February 6, 2024, Board of Directors Meeting
- February 20, 2024, Administration Committee Meeting
- February 20, 2024, Executive Committee Meeting
- February 21, 2024, Public Awareness Committee Meeting

Hazel Braxton made a motion to accept the consent agenda as presented. John Collins seconded the motion, and it passed unanimously.

**PRESENTATION:**

Leigh Carroll-Stump presented the new CBH website to the board. Staff worked with Marathon Consulting for over a year to develop and design the new site. It now works well on mobile devices and has more user-friendly navigation, including easy access to the patient portal, ADA accessibility, and translation into Spanish. The website launch coincides with an updated social media presence. The site launched on February 14, 2024, and 2,400 users have viewed the site. Board members made suggestions related to additional resources and options that could be offered to better educate visitors on the site.

**INFORMATION/DISCUSSION ITEMS:**

Kyra Cook reviewed illustrative examples of objectives, strategies, and tactics related to the infrastructure and resource goals including a focus on new facilities, improved technology, capital financing, and strategic partnerships.

**EXECUTIVE DIRECTOR'S REPORT:**

David Coe reported a national search is underway for a Director of Crisis and Access Services. CBH is in the process of acquiring the mobile crisis team effort with a target launch date of July 1, 2024. The meeting packet also includes a spreadsheet that compares the executive and legislative proposed budgets currently under review by the General Assembly.

**CLOSED SESSION:**

The motion to go into closed session was made at 4:59pm by Denise Kirchbaum and seconded by Ryan Ashe. It passed unanimously.

*I move that a closed meeting on the Board be held as permitted under Section 2.2-2711.A.3 of the Code of Virginia to discuss the following matter: The acquisition of real property for the purpose of expanding CBH crisis services and construction of a new facility to consolidate operations.*

The motion to come out of closed session was made at 5:33pm by Sheri Newcomb and seconded by Hazel Braxton. The motion to certify closed session was made by Sheri Newcomb and it was seconded by Wendy Evans. There was a roll call vote and the motion passed unanimously.

**ADJOURNMENT:**

Upon a motion by Hazel Braxton and a second by Donyale Wells to adjourn, the meeting was adjourned at 5:33pm.

**NEXT MEETING:**

Date: Tuesday, April 2, 2024

Location: 473 McLaws Circle, Williamsburg, VA 21385

Time: 4:00pm

# COLONIAL BEHAVIORAL HEALTH

## EXECUTIVE COMMITTEE MEETING

473 McLaws Circle, Williamsburg

March 19, 2024, at 4:00pm

Executive Committee Meeting was called to order at 4:40pm.

### Roll Call

#### Committee Members Present:

Ryan Ashe  
Hazel Braxton  
John Collins  
Erin Otis

#### Committee Members Absent:

Sheri Newcomb

#### CBH Staff Present:

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

### Updates

- **ESH Property**
  - Agreement has been reached with DBHDS on terms to receive both the full 14-acre surplus property parcel and the accompanying funding to construct the Crisis Services Center.
- **Bylaws – Updates have been made by CBH legal counsel based on Board and Executive Committee input; will be reviewed during April's Board of Directors meeting.**
  - Page 5 (Article 7, Section 1): Chairperson appoints a Nominating Committee, which shall not be a Standing Committee.
  - Page 6 (Section 2): Sentence about 4<sup>th</sup> year has been removed.
  - Page 7: Administration and Strategic Planning Committees has been removed.
  - John Collins provided a motion to move the Bylaws to the Board Meeting in April for approval.
- **Continued Business Operation**
  - Becomes effective when Executive Director will be away from the office for a period of time, business operations will go on under the following supervision)
    - Suggestion: Absent for more than 15 working days
    - David will create a draft and bring to April Board meeting for approval.



## **Discussion Items**

- **Consumer Advisory Group**
  - Roles and Responsibilities: Chairperson and General Members
  - Advisory Council Member Recommendations should be endorsed by majority vote of Council members
    - Marsha will discuss at April's Board meeting.
    - Request a vote at May's Board meeting.
- **WB Community Foundation/Designated Fund**
  - The Williamsburg Community Foundation is a longstanding and highly respected local foundation providing support to many nonprofits of varying sizes.
  - Staff members shared introductory information regarding the work and nature of services the Foundation may be able to offer CBH to support a capital campaign and potentially beyond.
- **April Board Meeting Agenda - Draft**
  - Consent Calendar
  - Nominating Committee (Sherri will nominate 3 members for committee)
  - Sale of Group Home – proceeds will go to Opportunities Unlimited.
  - Continued Business Operation
  - Closed session
  - Allocation of \$12m
  - Director's Report
  - Adjournment

## **Adjournment**

John Collins made a motion to adjourn the meeting at 5:15pm.

# COLONIAL BEHAVIORAL HEALTH

## ADMINISTRATION COMMITTEE MEETING

473 McLaws Circle, Williamsburg

March 19, 2024, at 4:00pm

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

### Roll Call

#### Committee Members Present:

John Collins

Wendy Evans

Ryan Ashe

Al Brassel, MD

#### Committee Members Absent:

Sherri Newcomb

#### CBH Staff Present:

David Coe

Kyra Cook

Chaenn Thomas

Marsha Obremski

Nancy Parsons

Kristy Wallace

#### Vacancy Update – Chaenn Thomas

As of 02/21/2024 CBH was actively recruiting 31 positions in addition to the ongoing 6 PRN/WAR (pool) positions.

As of 03/19/2024 CBH has 4 full-time hires finalized and 2 full-time hires pending (awaiting acceptance response) bringing the active recruitment to 25 Full-time positions and 6 PRN/WAR positions.

We are currently searching for a Director for Crisis and Access.

#### February 2024 YTD Financial Report

CBH continues to show a strong bottom line of \$2M currently year to date. There is a problem with one of the localities not paying their promised support for the second half of the year despite several notices being sent.

The recent ransomware attack that affected many healthcare organizations did not significantly impact CBH

Work on the FY25 budget is beginning.

#### Items from the Committee

CSA Contracts (insurance and finance) – Wendy Evans and Nancy Parsons will work together.

Goal: Signed contract by July 1, 2024.

**Adjournment:** Meeting was adjourned at 4:13pm

**Next Meeting:** April 16, 2024, at 4:00pm



**YEAR TO DATE REVENUES AND EXPENDITURES**

as of  
February 29, 2024

**REVENUE**

| CATEGORY      | TOTAL BUDGET  | RECEIVED YTD  | BUDGET YTD    | % RECEIVED | ACTUAL YTD vs BUDGET YTD |
|---------------|---------------|---------------|---------------|------------|--------------------------|
| State         | \$ 11,277,955 | \$ 7,489,573  | \$ 7,518,637  | 100%       | \$ (29,064)              |
| Local         | \$ 3,793,000  | 2,301,000     | 2,528,667     | 91%        | \$ (227,667)             |
| Fees          | \$ 6,129,885  | 3,962,691     | 4,086,590     | 97%        | \$ (123,899)             |
| Grants/Other  | \$ 767,135    | 879,640       | 511,423       | 172%       | \$ 368,217               |
| Total Revenue | \$ 21,967,975 | \$ 14,632,904 | \$ 14,645,317 | 100%       | \$ (12,412)              |

**FY23 EXPENDITURES**

| CATEGORY                   | TOTAL BUDGET  | EXPENDED YTD  | BUDGET YTD    | % EXPENDED | ACTUAL YTD vs BUDGET YTD |
|----------------------------|---------------|---------------|---------------|------------|--------------------------|
| Personnel                  | \$ 16,713,798 | \$ 9,490,317  | \$ 10,928,253 | 87%        | \$ 1,437,935             |
| Staff Development          | \$ 99,149     | 64,335        | 66,099        | 97%        | 1,764                    |
| Facility                   | \$ 1,159,103  | 608,551       | 772,735       | 79%        | 164,185                  |
| Equipment and Supplies     | \$ 1,069,591  | 458,961       | 713,061       | 64%        | 254,100                  |
| Transportation             | \$ 211,469    | 54,206        | 140,979       | 38%        | 86,773                   |
| Consultant and Contractual | \$ 2,633,610  | 1,459,349     | 1,755,740     | 83%        | 296,391                  |
| Miscellaneous              | \$ 81,255     | 55,030        | 54,170        | 102%       | (860)                    |
| Total Expenditures         | \$ 21,967,975 | \$ 12,190,749 | \$ 14,431,037 | 84%        | \$ 2,240,289             |

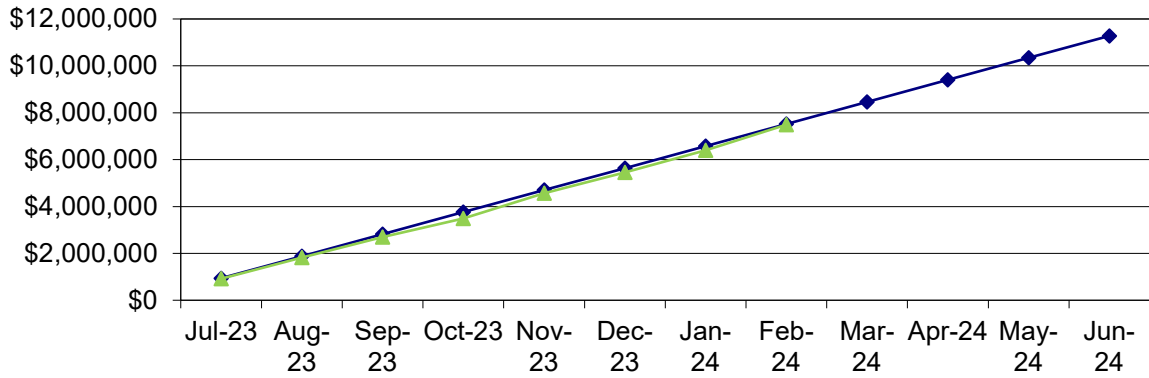
**CARRY FORWARD EXPENDITURES**

| CATEGORY                   | EXPENDED YTD |                      |
|----------------------------|--------------|----------------------|
| Personnel                  | \$ 154,871   |                      |
| Staff Development          | \$ 28,695    |                      |
| Facility                   | \$ 181       |                      |
| Equipment and Supplies     | \$ 93,470    |                      |
| Transportation             | \$ 2,060     |                      |
| Consultant and Contractual | \$ 39,501    |                      |
| Miscellaneous              | \$ 521       | CARRYFORWARD BALANCE |
| Total Expenditures         | \$ 319,300   | \$ 815,127.40        |

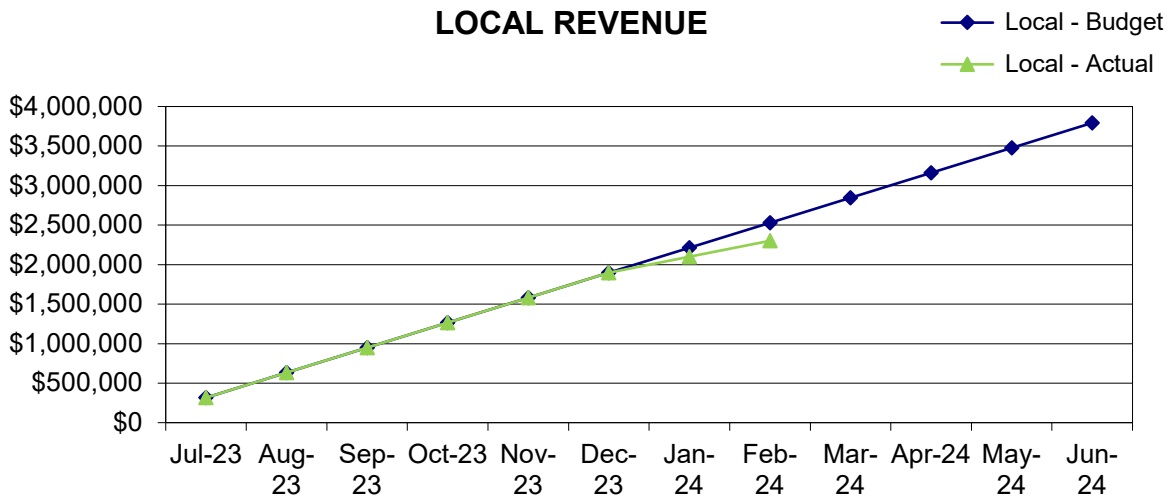
|                  |      |              |
|------------------|------|--------------|
| Operating Margin | \$ - | \$ 2,122,856 |
|------------------|------|--------------|

Unless noted otherwise, all amounts are modified cash basis: revenues recognized when earned and received; expenditures upon disbursement, subject to final settlement with fiscal agent.

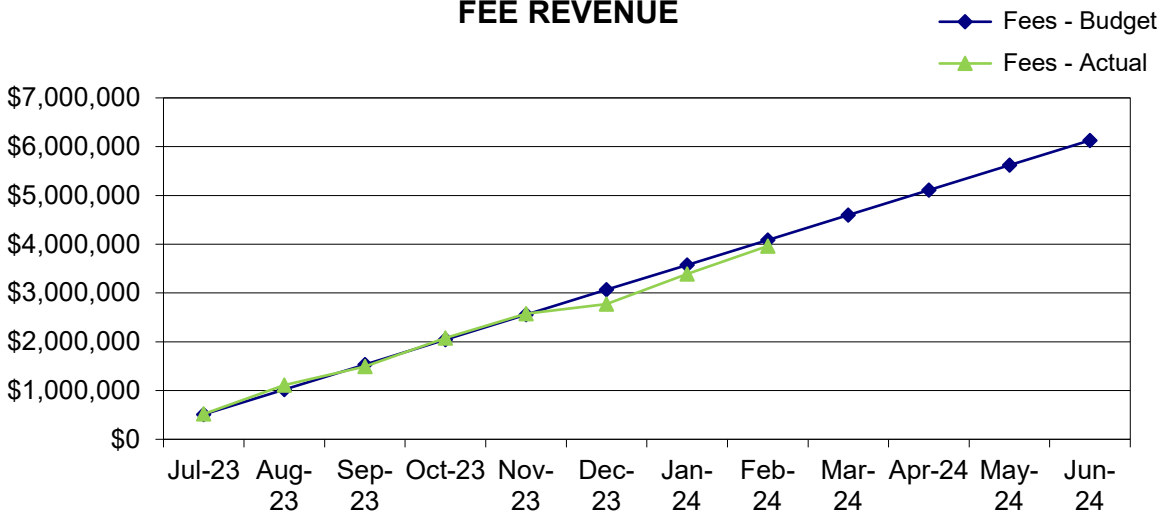
**STATE REVENUE**



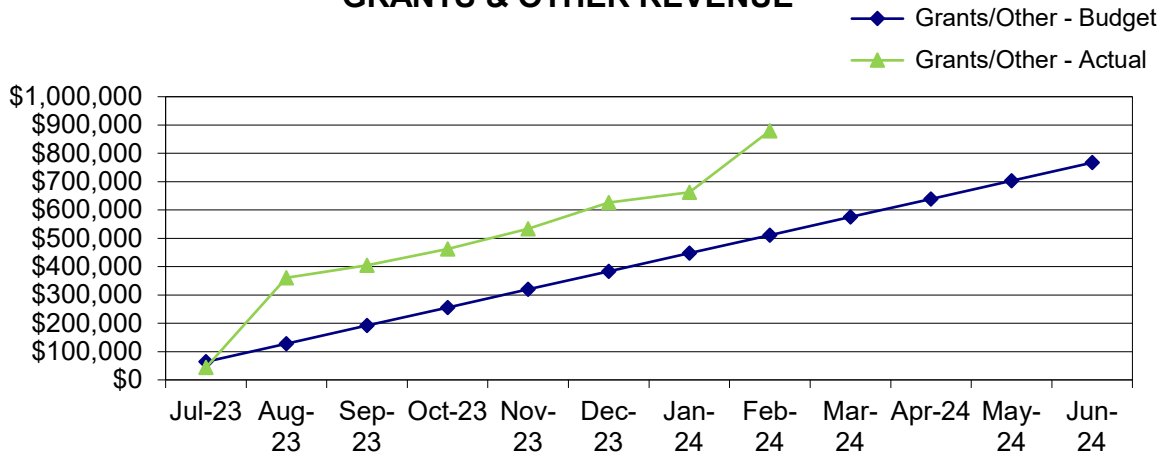
**LOCAL REVENUE**



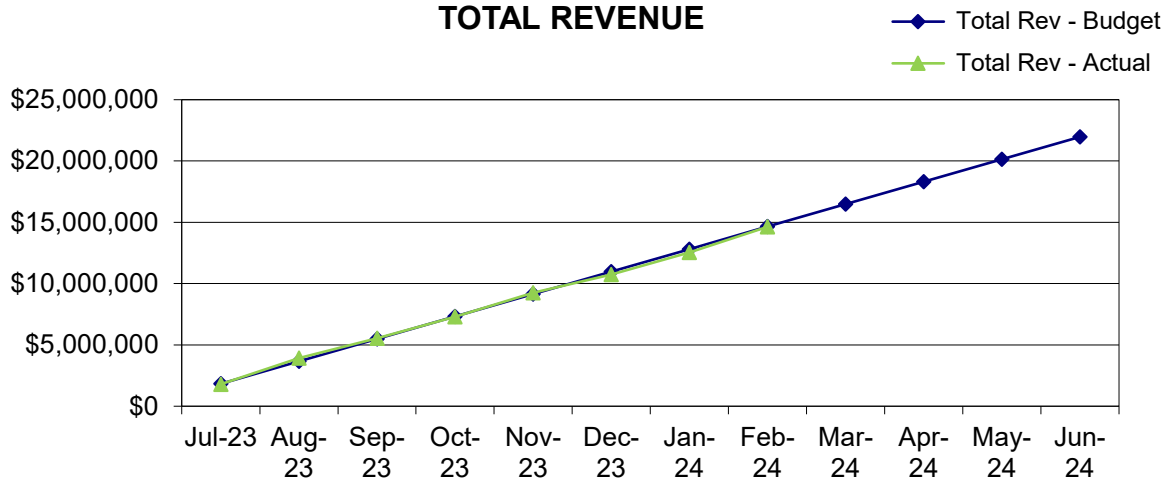
**FEE REVENUE**



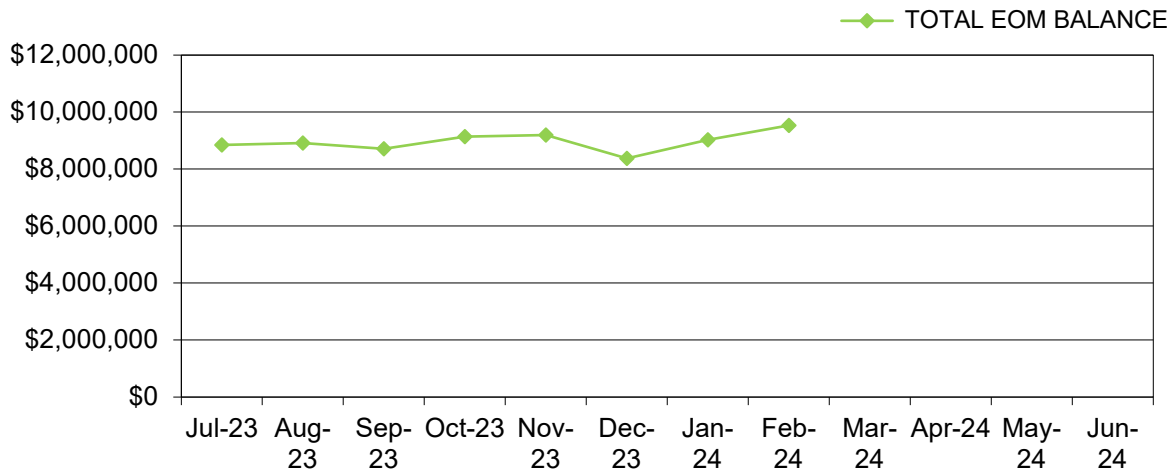
**GRANTS & OTHER REVENUE**



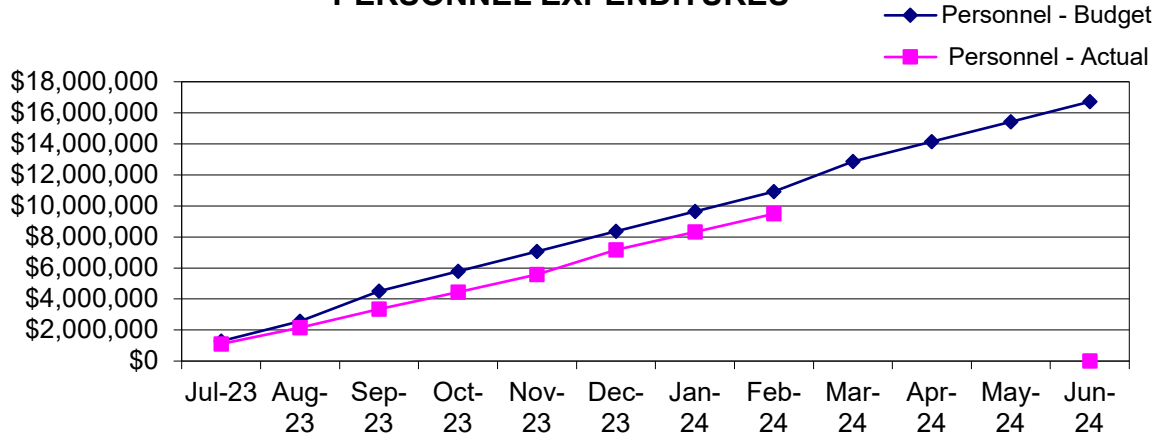
**TOTAL REVENUE**



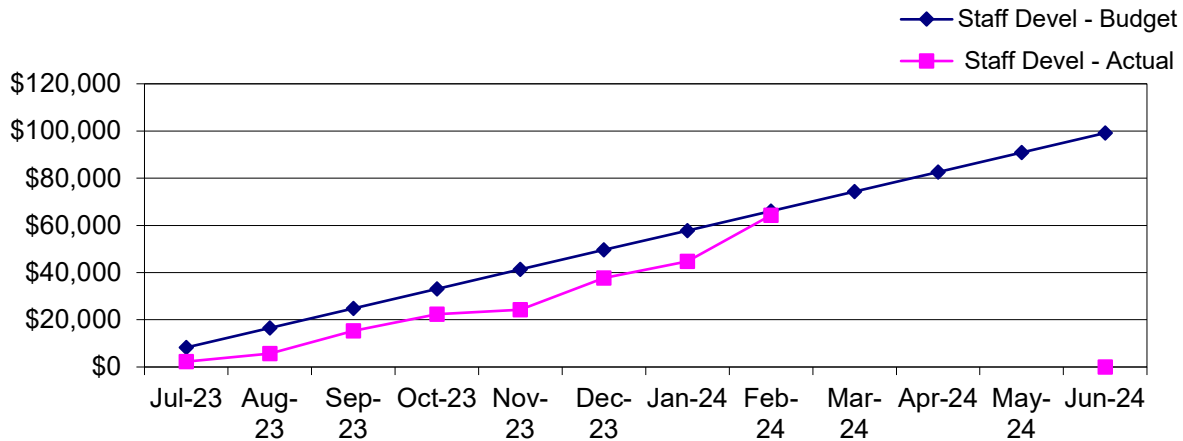
**CASH & INVESTMENTS BALANCE**



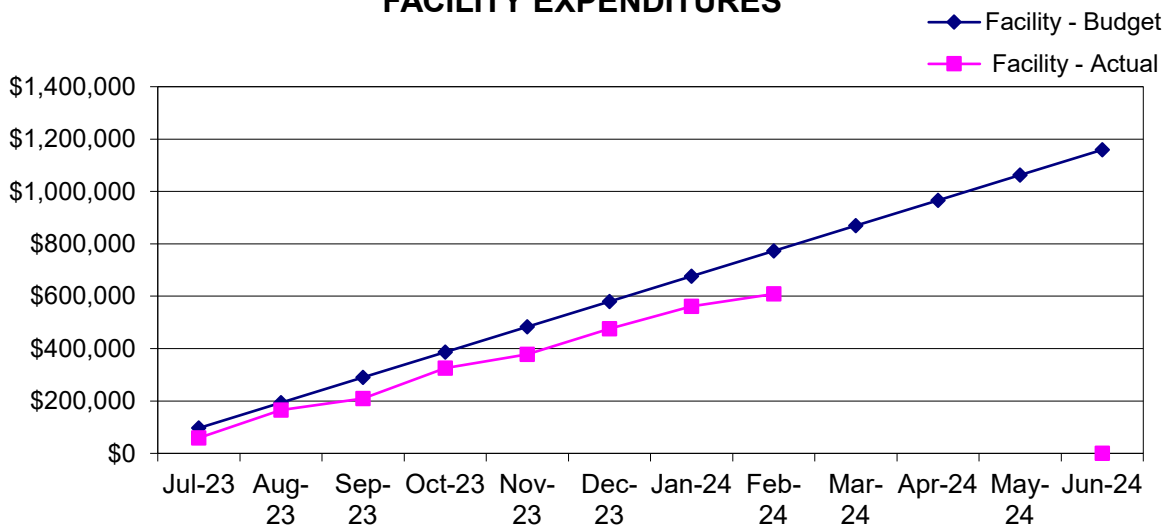
**PERSONNEL EXPENDITURES**



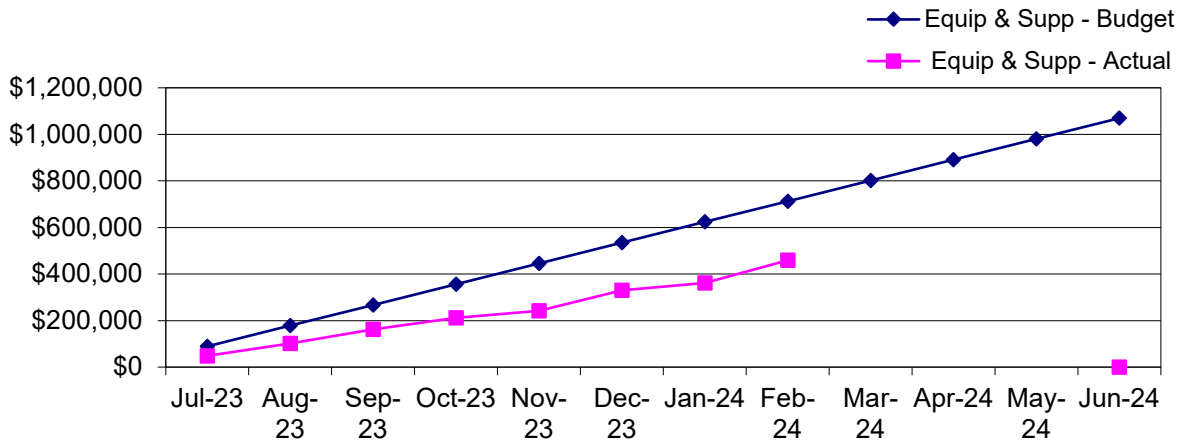
**STAFF DEVELOPMENT EXPENDITURES**



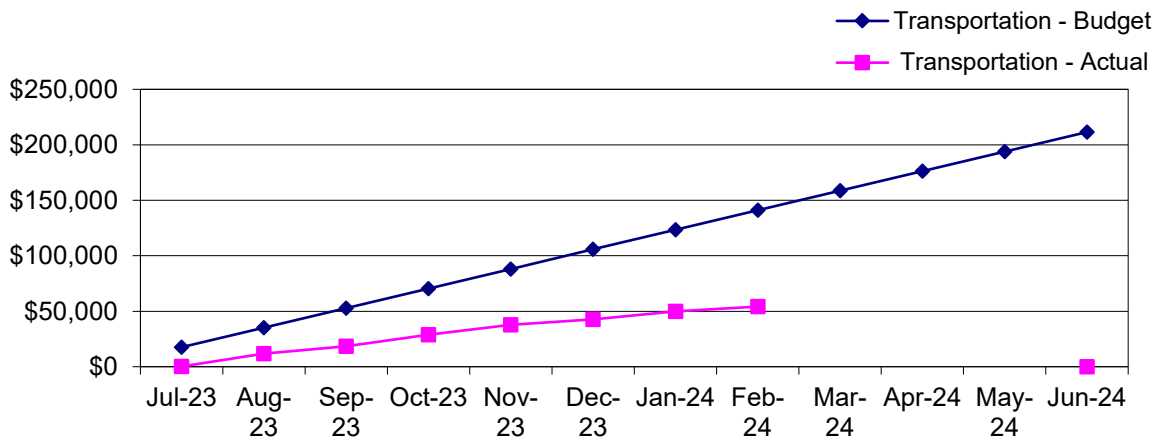
**FACILITY EXPENDITURES**



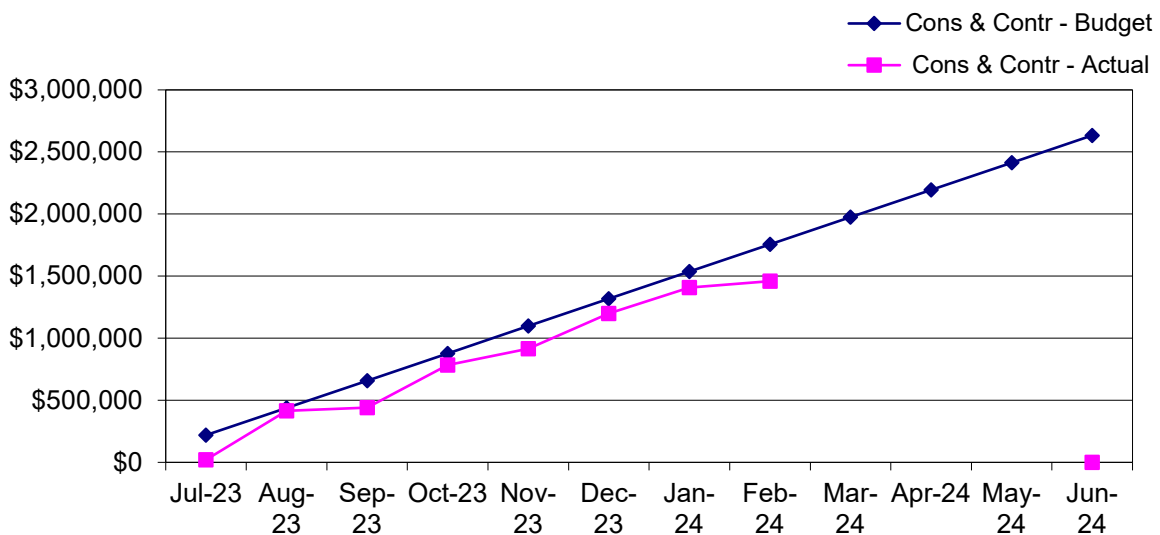
**EQUIPMENT & SUPPLIES EXPENDITURES**



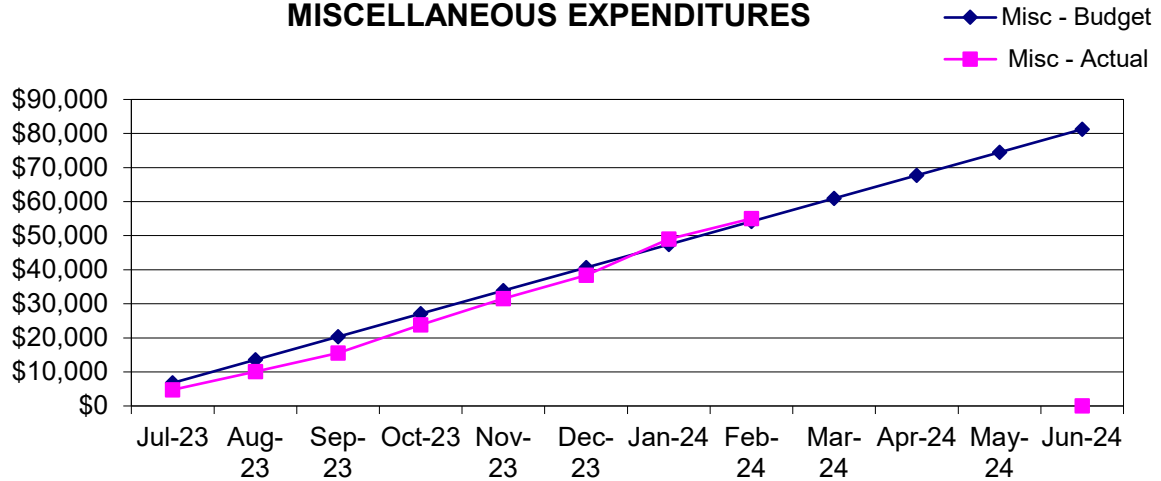
**TRANSPORTATION EXPENDITURES**



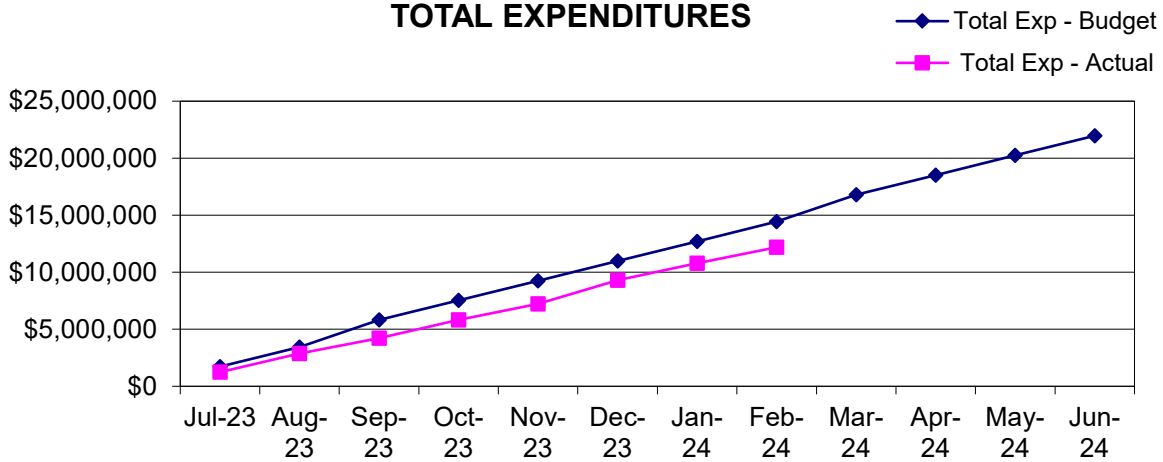
**CONSULTANT & CONTRACTUAL EXPENDITURES**



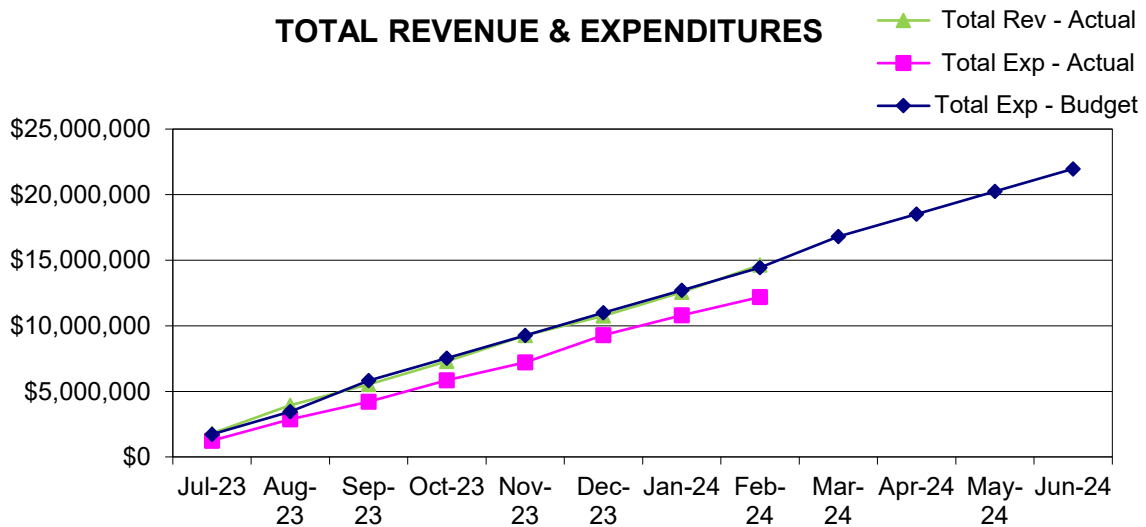
**MISCELLANEOUS EXPENDITURES**



**TOTAL EXPENDITURES**



**TOTAL REVENUE & EXPENDITURES**





## Operations Goal

|            |  |   |
|------------|--|---|
| Operations | Ensure agency sustainability through business operation reflective of a changing healthcare landscape. | Ensure agency sustainability through business operations reflective of changing healthcare <b>and workforce</b> landscapes. |
|------------|--|---|

### **Objective – Focus on workforce recruitment and retention**

#### Strategies/tactics

- Invest in recruitment platforms
  - Affinity groups
  - Triad Healthcare Recruiting
- Explore agency-wide retention practices
  - Schedule flexibility and benefits structure
  - Career advancement pathways
  - Culture of innovation and connectivity
  - Staff feedback

### **Objective – Conduct fiscal analysis in anticipation of new funding models**

#### Strategies/tactics

- Determine federal indirect cost rate
- Explore cost-based reimbursement
  - CCBHC

### **Objective – Improve operations to realize efficiencies**

#### Strategies/tactics

- Update governance structure
  - Advisory Council
- Institute cost benefit analysis processes
  - New grant and program evaluation
- Develop new facility staffing models
  - Preparation for consolidation of new construction



## **Advisory Council to the Board of Directors**

### **Introduction**

CBH governance shall be informed by representatives of the individuals served and/or their families.

### **Purpose**

The Board of Directors will establish protocols for incorporating meaningful participation from individuals with lived experience of mental health and/or substance use disorders and their families, including youth.

### **Policy**

The Advisory Council to the Board of Directors will provide input into identifying community needs, goals, and objectives; service development and continuous quality improvement processes; fiscal and budgetary decisions; and governance (human resource planning, leadership recruitment and selection, etc.).

The advisory council shall have at least five members and no more than ten at any given time. Advisory Council members shall be appointed by the board and have representation from all four localities: James City County, York County and the cities of Poquoson and Williamsburg. Membership should be diverse and inclusive of all populations served by the organization.

The Board Chair will ensure that the Advisory Council's designee is invited to board meetings and has the opportunity to regularly address the board directly to share recommendations with the board and have their comments and recommendations recorded in the board minutes.

An annual summary of the recommendations of the Advisory Council shall be posted on the agency's website.

### **Advisory Council Procedures**

#### **Recruitment and Selection Process**

A variety of methods of recruitment will be used to identify potential candidates. They include utilizing existing networks that are active in the community, social media, announcements to community partners and internally through programs and services.

Interested individuals shall submit a brief application to the Administrative Committee of the Board in April of each year when vacant seats exist. The Administrative Committee will review the applications and make recommendations to the full Board for appointments to the Council to begin in July.

Exceptions can be made when the number of Advisory Council members goes below the minimum of five. Advisory Council Members will serve a term of two years.

## **Leadership**

The Advisory Council will follow guidelines established by the Board. Annually, the Advisory Council shall elect a Chairperson and Vice Chairperson. Members of the agency's leadership team shall support the Advisory Council by hosting the meetings, posting meeting schedules and taking minutes.

## **Roles and Responsibilities**

The duties of the **Chairperson** shall be:

- To preside at all meetings of the Advisory Council.
- To develop and set the agenda of the Advisory Council meetings.
- To appoint members to attend standing committees of the Board at the Board's request.
- To perform any other duties determined by the Board of Directors.

The **Vice-Chairperson** shall in the Chairperson's absence perform his/her duties.

**General Members** shall:

- Attend Advisory Council meetings and any other Board committee meetings as assigned by the Chairperson.
- Take an interest in state, regional and local community service board issues.
- Review program performance reports and provide input into quality improvement plans.
- Serve as an advocate for the Agency.
- Represent the Agency at community events.

## **Advisory Council Recommendations**

All input and/or recommendations made by the Advisory Council to the Board of Directors shall be affirmed by a majority vote. Input and/or recommendations shall be submitted in writing to the Board Chairperson and the Executive Director. The Advisory Council Chairperson or their designee shall have the opportunity to address the Board regularly and share recommendations directly with the Board. Their comments and recommendations shall be recorded in the Board minutes.

**PROPOSED:  
CBH Executive Operations Plan**

**Background:**

CBH currently has no standing provision to address CEO-level operations in the event of either planned or unplanned unavailability of the Executive Director. This would undoubtedly cause periods when access to agency systems and documents would be interrupted, so a plan to assure uninterrupted operations is needed.

Such a plan can only be enacted by the Board of Directors, so prudence dictates that a Plan be on file for immediate implementation should circumstances require.

CBH staff recommends that the attached Executive Operations Plan be enacted to assure uninterrupted operations. This action would only be in effect for the duration of the Executive Director's unavailability or incapacity as described in the Plan.

**Recommended Motion:**

That the CBH Board approve the attached CBH Executive Operations Plan. The authority granted under this Plan shall be limited to actions and issues that must be addressed during times and/or events as defined in the Plan.

## **CBH EXECUTIVE OPERATIONS PLAN**

In the event of either a planned or unplanned period of unavailability or incapacity of the CBH Executive Director for any reason, a plan for uninterrupted agency operations is needed.

This Plan will initiate automatically if the CBH Executive Director is incapacitated (due to health or other unplanned issue) for a period of more than five (5) workdays, or upon a planned absence resulting in unavailability for more than ten (10) workdays.

During such periods of incapacity or unavailability, the Colonial Behavioral Health Board of Directors grants temporary authority to the following CBH staff below to sustain agency operations.

1. Human Resource issues
  - a. CBH's Director of Human Resources shall be authorized to act in the stead of and on behalf of the Executive Director in this area.
2. Agency Finance Operations
  - a. CBH's Director of Finance shall be authorized to act in the stead of and on behalf of the Executive Director in this area; and
3. Actions Required Specifically of the Executive Director –
  - a. Director Operations Marsha Obremski.
  - b. These include granting the authority to sign agency contracts and other agreements, serve as staff to the CBH Board of Directors, lead agency Leadership meetings and provide direction to other Directors as needed, manage CBH inclement weather-related emergency planning and response, and manage contingent actions in current policy required of the Executive Director.
4. Agency operations and leadership in other areas will continue uninterrupted.

The Executive Director shall notify the CBH Board Chairperson in advance when this Plan is to be initiated for a planned event. In circumstances involving an unplanned incapacitation of the Executive Director, the CBH Director of Operations shall notify the CBH Board Chairperson upon initiation of the Plan.

This temporary authority should be limited to issues requiring operational execution during the Executive Director's as described above. Actions that can reasonably be held until the Executive Director's return shall be delayed accordingly, but only if doing so will not put CBH at risk of noncompliance with local, state, federal policy/law or existing agency policy.

### Allocation of New One-Time Crisis Funding

**Background:**

The Commonwealth of Virginia is in the process of conveying Eastern State surplus property for the purpose of supporting our Crisis Services Center (CSC) and larger facility development efforts. Simultaneously, the necessary documentation is being prepared to fund development of the CSC site and construction of the facility on that site. Colonial Behavioral Health has a recommended approach to allocation of those funds in a manner typical to public bodies.

With an agreed-to state funding level of \$12.0 million for the Crisis Services Center project, it is proposed that Colonial Behavioral Health amend its FY 2024-2025 biennial Capital Improvement Plan (CIP) as follows:

| FISCAL YEAR | CURRENT CIP | AMENDMENT    | AMENDED TO   |
|-------------|-------------|--------------|--------------|
| FY 2024     | \$80,000    | \$ 2,500,000 | \$ 2,580,000 |
| FY 2025     | \$0         | \$ 9,500,000 | \$ 9,500,000 |
| COMBINED    | \$80,000    | \$12,000,000 | \$12,080,000 |

**Recommended Motion:**

That the CBH Board approve the proposed amendments to the FY 2024-2025 biennial Capital Improvement Plan (CIP).

# COLONIAL BEHAVIORAL HEALTH

## Executive Director's Report – April 2024

### Agency Issues

1. We are very pleased to report that agreement has been reached with DBHDS to proceed with provision of funding for construction of a Crisis Services Center along with a parcel of land currently identified as part of Eastern State Hospital surplus property. Some aspects of this effort have been years in the making, while others have taken place very rapidly as the result of Governor Youngkin's *Right Help Right Now* initiative.
2. It is likely that some amendments to CBH procurement policies may be useful as we approach a series of capital projects. Any proposed amendments should be available for Board consideration at the May 7 meeting.
3. We are also pleased to report that we are underway with our first Permanent Supportive Housing (PSH) placement. Linda Butler and her team deserve a great deal of credit for their diligence in getting this service underway, as there were many non-CBH delays.
4. Moving forward, information around agency vacancies and recruitment efforts will be in the minutes of the Board's Administration Committee.

### Community Issues

1. We have been cleared by the state to proceed with selling CBH's vacant group home. Nancy Parsons is leading this effort on behalf of CCSI (our property holding corporation).
2. Virginia Peninsula Community College (VPCC), Eastern State Hospital and CBH are working together to hopefully access federal funds to set up a proposed Southeast Newport News Healthcare Training Center, which would be led by VPCC. The goal will be to train students for careers in healthcare, including behavioral health and developmental services.
3. With the completion of Crisis Services Center cost analyses, the Space Needs Analysis is resuming with the expectation of results being reported to the Board in Spring 2024.
4. We are currently working with Olde Towne Medical & Dental Center to hire a Behavioral Health Clinician to provide integrated behavioral health services within OTMDC. Funds for this initiative were provided through Bank of America-managed charitable funds.

### Regional Issues

1. CBH is planning to assume operation of a small mobile crisis team covering the CBH service area and beyond. We are currently working on details with the Regional Hub/Call Center (Western Tidewater CSB), and currently targeting 7/1/2024 as our start date..
2. The state budgeting issues related to Permanent Supportive Housing have resulted in DBHDS suspending the most recent expansion of funded slots. Therefore, CBH will continue to be funded for 25 slots at this time. Additional funding is provided in the draft biennial budget, so it is possible that some expansion may be revisited upon its approval.

### Public Policy

1. There is a possibility of significant delay in state budget approval due to tax and arena disputes between the Governor and General Assembly money committee leadership.

Respectfully submitted,  
David A. Coe