

**COLONIAL BEHAVIORAL HEALTH
BOARD MEETING**

DATE: February 4, 2025

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

WELCOME AND CALL TO ORDER: 3:00pm

BOARD MEMBERS PRESENT:

Mr. Ryan Ashe – James City County
Mr. Tarun Chandrasekar - Williamsburg
Mr. John Collins – York County
Ms. Wendy Evans – Williamsburg
Dr. Dawn Ide – City of Poquoson
Mr. Bruce Keener – York County
Mr. Steven Miller – York County
Ms. Kristen Nelson – York County
Ms. Amber Richey – York County
Ms. April Schmidt – York County
Ms. Donyale Wells – James City County
Mr. Roy Witham – James City County

BOARD MEMBERS ABSENT:

Ms. Erin Otis – James City County
Dr. John Shaner – City of Poquoson

CBH STAFF PRESENT:

David Coe, Kristy Wallace, Katie Leuci, Nancy Parsons, Kyra Cook, Linda Butler, Patty Hartigan, Marsha Obremski, Chaenn Thomas

GUESTS: Sharon Proffit and her son, Nathan (Advisory Council Member)

PUBLIC COMMENT: None

CONSENT CALENDAR:

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

- January 7, 2025, Board of Directors Meeting

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

PRESENTATION

Virginia Thumm and Barbara Hamm Lee (Virginia Fundraising Consultants) presented the fundraising final report. Key takeaways: communication, developing relationships and putting best practices into place. We will need to engage the community. We will need to develop a Comprehensive

Communications Plan. This is the first time CBH has ever asked for funds, this is catching our community off guard.

CLOSED SESSION

John Collins made the following motion to move to a closed session: I motion that the Board convene a closed meeting, for the following purpose:

Consultation with legal counsel and/or briefing by staff members pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the litigating posture of the public body pursuant to Virginia Code Section 2.2-3711(A)(7).

John Collins made a motion to conclude the closed session. Donyale Wells seconded the motion, which was unanimously approved. Board members were individually polled immediately coming out of the closed session to certify that only those matters covered in the motion for closed session were discussed.

PRESENTATION

Josh Roller (Robinson, Farmer & Cox) presented the Fiscal Year 2024 Audit. Hard copies of the audit were available for Board members/CBH staff.

ACTION ITEMS

- **Action Item A-1 Acceptance of Fiscal Year 2024 Audit (Nancy)**– CBH’s FT 2024 Financial Audit has been completed by the accounting firm Robinson, Farmer & Cox. Josh Roller, CPA, presented the report to the full Board during this meeting. An electronic link and hard copies of the audit were made available to our Board members.
Amber Richey made the following motion: “It is moved that the Fiscal Year 2024 Audit of Colonial Behavioral Health finances be accepted by the Board as presented by Robinson, Farmer, & Cox. John Collins seconded the motion; all were in favor, and it passed unanimously.
- **Action Item A-2 Title VI Plan for Virginia Department of Rail and Public Transportation (David)** – Title VI Plan requirements change periodically and thus require approval from locality/nonprofit governing bodies. CBH is preparing to submit a request for support (CBH would like to replace a minibus. CBH would like to request a 14-passenger bus, equipped to hold two wheelchairs) and must approve the updated Title VI Plan to qualify.
Wendy Evans made a motion that the Board of Directors approves the amended Title VI Plan as presented. Roy Witham seconded the motion; all were in favor, and it passed unanimously.
- **Action Item A-3 Remote Participation Policy (David)** – During the January 7, 2025, Board meeting, Board members requested that the proposed Policy be reviewed by agency legal counsel before taking a vote for approval. That review has been completed, and a copy of Mr. McDermott’s legal opinion is included in the Board packet. The effective date of this policy is February 5, 2025.
John Collins made a motion that the Board of Directors approve the amended “Board Members Remote Participation in Board and Commitment Meetings” as presented and based on opinion of legal counsel. Bruce Keener seconded the motion; all were in favor, and it passed unanimously.

UPDATES/REPORTS:

- **Advisory Council Update (*Marsha*)** – The first meeting took place on January 21, 2025. 2 of the 5 members were in attendance (1 in person, 1 virtual). The next meeting is scheduled for February 21, 2025, David has been invited to this meeting to provide a high-level explanation of CSB's and CBH.
- **Future CIP Requests (*Kyra*)** – The Proposed Requests for Support from Government was shared electronically during the Board meeting. CBH will request funding from the following: Federal Government (Governor's Kaine and Warner), State Government (budget amendment), and the following four localities: James City County, York County, Williamsburg and Poquoson.

EXECUTIVE DIRECTOR'S REPORT:

- **Agency Issues:**
Progress is being made with the property conveyance related to the Cardinal Ridge parcel. Recruitment efforts continue for CBH's Director of Behavioral Health Services.
- **Community Issues:**
A tour of Southeastern Virginia Health System's office was recently completed. We are optimistic about opportunities to provide integrated care in our community.
- **Regional Issues:**
Bob Williams is the new CEO at Eastern State Hospital. We are looking forward to developing partnerships to help our local community and our region by taking advantage of proximity and shared purpose.
- **Public Policy:**
Governor Youngkin's proposed budget was released on December 18, 2024. An updated spreadsheet of the proposed state budget is attached.

ADJOURNMENT:

Upon a motion to adjourn the meeting made by Bruce Keener and a second by Steve Miller, the meeting was adjourned at 5:18pm.

NEXT MEETING:

Date: Tuesday, March 4, 2025

Location: 473 McLaws Circle, Williamsburg, VA 23185

Time: 3:00pm

Ryan Ashe, Chair

Donyale Wells, Secretary