

MINUTES

REGULAR MEETING OF THE ALLEGHANY HIGHLANDS COMMUNITY SERVICES BOARD

Thursday, March 21, 2019

The Alleghany Highlands Community Services Board held the March Board meeting on March 21, 2019 at 4:00 p.m. at the Lifeskills office located at 550 Pine Street in Clifton Forge, VA.

PRESENT: Lisa Hicks, Anne Dean, Bill Gilliland, Teresa Johnson, Bob McCallister, Brenda Woodie

ABSENT: Terrie Wright, Connie Back, Nolan Nicely

Also present: Ingrid W. Barber, Executive Director; Angie Goodbar, Director of Developmental Services; Cathy Schiffer, Director of Mental Health and Substance Use Services; Adam Kenny, IT Manager; Patty Flanagan, Finance Manager and Lynn Brackenridge, QI Manager

Also Absent: Crystal Homer, Human Resources Manager

Lisa Hicks, Chair, called the meeting to order at 4:00 p.m.

APPROVAL OF MINUTES OF November 15, 2018 REGULAR MEETING and January 17, 2019 SPECIAL MEETING

MOTION: That the Board approve the minutes of the November 15, 2018 regular meeting and the January 17, 2019 special meeting minutes as corrected.

MOTION: Anne Dean

SECOND: Teresa Johnson

VOTE: Unanimous

Communications: Letter to the Editor (March is Intellectual/Developmental Disabilities Awareness Month)

Thank You card from Ingrid Barber

Retirement Recognitions: The Board recognized Judith Jones who was not present at the meeting. Ingrid Barber went on record to note that Ms. Jones retired after 14 years, 9 months of service after working for the agency at Merryfield.

Amanda Webb, Public Guardianship Program Manager, gave a brief presentation about the program.

PROGRAM REPORTS

Mental Health & Substance Abuse

Cathy Schiffer presented the following report:

- Tracy Heidelberg joined us as a Peer Support Specialist. She has a range of personal experiences that she will share with individuals at the Clinic to help them in their recovery from Substance Use and Mental Illness. She will be assisting with the Intensive Outpatient Substance Abuse Program, as well as lending her experience to Crisis Services and Emergency Services.
- Jennifer Dressler also joined us a Peer Support Specialist. Jennifer has been a peer in our Coping Skills Group for several months. She will be offering her support at Clubhouse twice a week.

- Nurses Trudy Wood and Edie Fix attended the Virginia Community of Psychiatric Nurses Conference in Lynchburg in November. Commissioner Melton and his representatives were in attendance speaking about Medicaid Expansion and Step VA. They offered breakout sessions with each region to see what are the needs in Virginia CSBs. Transportation, housing, lack of providers and high no show rates across the CSBs were some of the issues that were discussed.
- One full time position is open in Psychiatric Services for a full time RN & MAT Coordinator as Dana Hiner resigned in November.
- Trudy Wood, LPN, our part-time nurse has decided to go back to college to seek her RN.
- Tiffany Bowser and Shawna Jefferson met with administrative staff from Lewis Gale Alleghany Senior Transitions Unit in November. This meeting was an opportunity to collaborate in regards to clients that receive services from Senior Transitions and AHCSB for Case Management. Information was also shared on upcoming trainings that AHCS will be offering to the community such as REVIVE, ASIST and Mental Health First Aid.
- Case Managers and Clinical Staff attended the DLA-20 training held by Sarah Schmitt and Lindsey Livesay. Outcome measurement tools such as the DLA-20 allow behavioral healthcare providers to access hard data to examine progress or lack of progress in clients. An approach can improve the chances for people with mental illness to live more independently and participate more fully in their communities.
- Chelsea Dunaway and Tiffany Bowser attended a training to be trainers for Adverse Childhood Experiences (ACEs). ACEs are stressful or traumatic events, including abuse and neglect. This may also include household dysfunction such as witnessing domestic violence or growing up with family members who have substance use disorders. ACEs are strongly related to the development and prevalence of a wide range of health problems throughout a person's lifespan, including those associated with substance misuse.
- Mental Health and Substance Use Disorder case management clients came together for a holiday celebration on December 6th to enjoy food, holiday jokes, music and fellowship. Those in attendance were also treated with a "goody bag" delivered by Santa.
- Prevention gave out medication lock boxes, trigger locks and cable locks in the month of December.
- On January 16th, the Alleghany Highlands Healthy Youth Coalition along with the Alleghany County Sheriff's office opened its first permanent medication drop box. The box is available for community members to dispose of their unused prescription and over the counter medications (excluding syringes and liquids).
- The movie event "Dying In Vein" was held on January 24th. After viewing of the movie, a panel discussion was held. Members of the panel included Cathy Schiffer, AHCS MH/SUD Director; Anthony Morgan of the Covington Police Department; Megan Dudley, Recovery Specialist; and Jared Campbell with the Sheriff's Department & Carillion Roanoke ER.
- Adverse Childhood Experiences training was held on January 29th. Seven AHCS employees participated in the 3-hour training. Plans are to open this training to our local school systems, faith community, parents, and community.
- Linda Southall and Dustin Butler, AHCS Case Managers, are in the process of receiving their Certified Substance Abuse Counseling (CSAC) license. They have both been co-facilitating substance use groups along with licensed therapists.
- Case Managers worked beginning the month of January to assist clients in applying for the newly expanded Medicaid insurance. Case Managers are also completing DLA-20 (Daily Living Activities) assessments with mental health clients every quarter along with the quarterly case management report.

- The number of clients seen for child and adult psychiatric evaluations doubled in the month of January. The number of medication management visits were the 2nd highest we have had in 6 months.
- Cathy Schiffer, Chelsea Dunaway and Tiffany Bower attended the CADCA (Community Anti-Drug Coalitions of America) National Conference on February 4th – 7th in National Harbor, Maryland. They returned with new ideas and approaches to make our Health Youth Coalition even stronger
- On February 18th, the Allegheny Highlands Healthy Youth Coalition along with the Covington Police Department opened up our 2nd permanent medication drop box at the Covington City Police Department. This program has been very successful with the Allegheny County Sheriff's office collecting over 60 lbs. of medication in a little over a month in their drop box.
- Sharon Elementary welcomed the Health Youth Coalition on February 27th to present "Smoking Stinks" to their 4th and 5th grade students. Volunteers along with Prevention staff, Tiffany Bowser and Chelsea Dunaway hosted six interactive stations educating students on the risks of smoking, vaping and smokeless tobacco.
- During the first two months of 2019, the clinical team has been designing and implementing a new Comprehensive Needs Assessment (CNA) which includes all 15 elements of the SSPI, DLA-20 and the CCS elements. This instrument condenses the time needed during a client assessment for the Licensed or Licensed Eligible Mental Health Provider. Also, the redundancy of needed information given by the client across programs has been an issue in services for numerous years, and DBHDS, DMAS, and the Office of Licensing worked together to implement this comprehensive evaluation to increase client engagement and retention and decrease redundancy. New policy includes that each client will have this evaluation completed yearly. These measures along with the quarterly DLA-20 can be used to evaluate outcomes and define levels of care.

Developmental Services

Angie Goodbar provided the following report:

- **Developmental Services Awareness Month:** March is Developmental Services Awareness Month. On March 2nd, Developmental Services hosted a "Together, We Have No Limits" Basketball Tournament and Shootout at Edgemont Primary School Gymnasium. The event was a partnership between AHCS, Special Olympics, student athletes, and volunteers to provide an inclusive tournament showcasing the abilities of all participants. An educational health fair was set up outside the gym with multiple community partners. Entertainment was provided by the Ultimate Dance Explosion and our very own Rhinestone Rockers.
- **Community Involvement and Innovation:** Developmental Services was pleased to once again support the "Night to Shine Prom" in Salem, Va. The prom was held for the third year in a row on February 8, 2019 at Fellowship Community Church. The "Night to Shine Prom" is an event sponsored by the Tim Tebow Foundation and is dedicated to giving individuals with disabilities a night where they can shine. The evening includes dinner, hair, makeup, shoeshines, limo rides, pictures, a dance, and so much more. The DS employees helped individuals get registered, obtain attire for the event, assisted them with transportation, and supported them throughout their special night.
- **Support Coordination:** Lisa Pritt, Support Coordination Supervisor, attended the Allegheny Highlands Networking Committee (AHNC) Meeting in February and provided a presentation to students and parents about Developmental Services. This event was a partnership between Allegheny Public Schools, TEACH Program, Career Supports and AHCS. The AHNC meeting was

recorded by the Allegheny Journal and posted on Facebook to serve as information for all community members.

Partnerships with community agencies will prove vital in the future as AHCS continues to assist individuals with disabilities to become more integrated, included, with increased employment opportunities. DBHDS has set employment goals for each CSB. AHCS will need to demonstrate a 2% increase in April and 3% increase by June of individuals with disabilities that have supported employment waivers.

The support coordinators continue to participate in the Credible Electronic Health Record trainings for successful transmission of the ISP/ WaMS (statewide waiver management system) transfer. They are successfully transferring the VIDES (risk assessment) into WaMS without errors and 70% of their ISP's will need to be entered into WaMS by April 2019.

Currently there are thirty-eight individuals on the AHCS waiver wait list. Four individuals are priority one, twenty-two individuals are priority two, and twelve individuals are priority three.

- **Home and Community Based Waiver Services (HCBS)** - All providers have until 2020 to come into compliance with the HCBS settings rule. The AHCS programs that fall under the HCBS guidance include Friendship Residence Group Home, Life Skills Day Support Program, and Community Engagement. The criteria states that services are integrated and supports greater access to the community, ensures the individuals receive the same degree of services in the community as those not receiving Medicaid, provides opportunities to seek employment in competitive/ integrated settings, engages them in community life and control of personal resources, and provides housing options with nondisabled individuals. AHCS completed and submitted the second HCBS Red-Cap Assessment to DBHDS in February. As part of the HCBS guidelines, AHCS reviewed and renewed the leases last month on all tenants at Friendship. Rent financials were completed as part of the process.
- **Grants:**
Developmental Services requests board approval of a Wells Fargo grant application for \$15,000. The grant application will cover costs of remodeling at Friendship Residence. The grant will provide funding to pave the driveway in the back of the house, refinish the hardwood floors throughout the house, and provide for hotel expenses for the residents to relocate while the work is being completed.
Developmental Services requested and received approval to submit a KOVAR grant application during the January Board Meeting/ work session. The request was for \$19,990.82. This amount will pay for 20% cost of a fourteen-passenger bus and a minivan. The 80% cost was previously approved through a DRPT grant application. AHCS received notice of approval of the KOVAR grant in February.
- **The DS Director** attended the Regional DS Council and REACH Advisory Meetings. The DS Director attended the Public Guardianship Board Meeting and participated in the multidisciplinary team meetings for the guardianship program.

Quality Improvement

Lynn Brackenridge provided the following report:

UR, Compliance and EHR:

- Incident Reports Processed – 40 in November, 33 in December, 57 in January and 57 in February
- # CHRIS Reportable – 12 in November, 11 in December, 11 in January and 8 in February
- Safety Inspections – 3 in November, 2 in December, 1 in January and 2 in February
- Level I RCA – 46 in January and 49 in February

- Level II RCA – 12 in November, 9 in December, 11 in January and 8 in February
- Level III RCA – 2 in December
- As of 9/1/18 Root Cause Analysis (RCA) must be conducted on all Level II or Level III incident reports. The types of incidents that fall in the categories of Level II or III are listed below:

Level II

- Serious Injury
- Missing Individual
- Emergency room or urgent care visit when not used in lieu of a primary care visit
- An unplanned psychiatric or medial hospital admission
- Choking incidents that require direct physical intervention by another person
- Ingestion of any hazardous material
- Diagnosis of the following: bowel obstruction, decubitus ulcer or increase in severity level, or aspiration pneumonia

Level III

- Death of an individual
- A sexual assault of an individual
- A serious injury of an individual that results in or likely will result in permanent physical or psychological impairment
- A suicide attempt by an individual admitted for services that result in a hospital admission

CAPS:

1/3/19 – TDT – DBDHS Licensure CAP

Other:

Participation in Meetings/Trainings/Committees by QI staff:

- Agency wide Earthquake drill conducted Thursday, October 18th
- Table top drill conducted November 13, 2018 at Merryfield ICF
- Evacuation drill conducted November 20th at Merryfield

AUDIT schedule:

- Waiver Waitlist review completed by Ken Haines on February 14, 2019
- Licensure visit February 25, 2019 for the following locations: Clubhouse, New Beginnings, and Friendship with no citations
- QIarant Review February 13, 2019 with recommendations
- SAPT Grant review scheduled for April 2-3, 2019

SAFETY schedule:

- Service Modification for New Beginnings submitted to replace upstairs flooring-remove wood laminate flooring and replace. Start date April 8th.
- Service Modification for Merryfield submitted to install a French drain to prevent standing water facility.

QI Projects:

- Evaluate and potential implementation of EMAR
- Evaluate and potential implantation of Inpatient Module
- Partnering with Credible to improve workflows, improve efficiencies, and create reports
- Comprehensive Needs Assessment

Human Resources

Crystal Homer reported the following:

Loss Report:

- Worker's Comp Claims –
 - No new claims since last report, still have 2 open
- Auto Claims – \$1,359.65 YTD
 - Auto Physical Damage – \$9,005.26 incurred fiscal YTD
 - Auto Liability Claims – \$4,163.12 incurred fiscal YTD
- Property Claims – general liability claim still pending

Separation:

See attached turnover reports from BambooHR

Staff Development:

- The following shows compliance (YTD) for required mandatory training courses. This report is completed around the 15th of each month.

January 2018 -144 staff with 96% completing required courses
February 2018 -147 staff with 95% completing required courses
March 2018 -145 staff with 93% completing required courses
April 2018 -146 staff with 94% completing required courses
May 2018 – 148 staff with 93% completing required courses
June 2018 – 147 staff with 92% completing required courses
July 2018 – 144 staff with 93% completing required courses
August 2018 – 142 staff with 95% completing required courses
September 2018 – 142 staff with 94% completing required courses
October 2018 – 140 staff with 96% completing required courses
November 2018 -142 staff with 97% completing required courses
December 2018 -139 staff with 96% completing required courses
January 2019 -143 staff with 90% completing required courses
February 2019 -141 staff with 95% completing required courses

Recruitment: Please visit our website to link to the new BambooHR careers site

Recruitment reports attached

General Updates:

- Preparation for insurance renewals; health and general liability, etc.
- Creating more awareness items; samples provided
- Working on updates to HR policies and procedures
- Annual Report draft and brochure has been updated

- Partnering with finance on timekeeping implementation
- Supervisory/leadership sessions are ongoing and broken down into a series type program
- Attended VACSB HR Subcommittee meeting in Richmond
- Check out our events on Facebook and share!

IT Manager Report:

Adam Kenny provided the following report:

Duties performed or in progress since November 2018:

Help Desk:

- Total number of Credible Requests - 502
- Total number of IT Tickets - 711

EHR:

- Researching Orders 2.0 and eMAR 2.0 to help streamline Physician Orders and Medication Administration
- Created new Comprehensive Needs Assessment
- Setup and configured DS VIDES/ISP in Credible. VIDES are transmitting successfully, however the state is still having challenges with the ISP
- Implemented Credible update to make diagnosis date a required field. Will help with our state reporting
- Completed SPQM SQL report and submitted data

Hardware and Networking:

- Acquired new Verizon Mifi devices for all locations
- Setup and configured Sonicwall Router to control routing and security for Covington offices
- Purchased new video camera system for testing
- Acquired 3 quotes for wiring at our locations for USDA grant. Still waiting on phone system quotes.
- Setup guest networks for all locations
- Working with Credible to set up eFax to electronically fax services from our EHR

Other:

- Attended meeting with Dr. Melton
- Attended Leadership Strategic Plan meeting
- Attended agency Jingle Mingle
- Attended Credible conference.
- Attended monthly DMC meeting
- Attended quarterly Credible User Group Meeting
- Attended reimbursement meeting
- Attended bi-weekly leadership meetings
- Presented in new hire orientation
- Submitted monthly CCS report

Financial Reports

- Financial reports were submitted by Patty Flanagan.

Other:

- Met with programs on the budget
- Joined a subcommittee for CFOs for Community Services
- Attended Credible conference

EXECUTIVE DIRECTOR'S REPORT AND RECOMMENDATIONS

Ingrid Barber provided the following report:

Agency Issues:

1. THE NEXT STEPS IN STEP-VA - Over the past three years, Virginia has made significant improvements in the quality and accountability of community services through legislative and administrative efforts. However, Virginia's overall behavioral health system remains underfunded and patched together in well-meaning responses to crises with services that are not always sustainable or consistently funded. The Department of Behavioral Health and Developmental Services (DBHDS) along with the Virginia Association of Community Services Boards (VACSB) designed System Transformation Excellence and Performance (STEP-VA), an innovative initiative for individuals with behavioral health disorders featuring a uniform set of required services, consistent quality measures, and improved oversight in all Virginia communities. STEP-VA is based on a national best practice model that requires the development of a set array of deliberately chosen services that make up a comprehensive, accessible system for those with serious behavioral health disorders. An extensive stakeholder initiative then helped define the services that are needed in Virginia. STEP-VA is designed to incorporate services over multiple years, each providing the infrastructure and expertise needed to build on the next. To implement these changes, STEP-VA will expand certain existing services and implement new services to maximize impact. The first step in STEP-VA was the implementation of same day access across Virginia. AHCS successfully started in July of 2013. Over the last month, DBHDS has put forward the requirements for the next two phases of STEP-VA. The second step in STEP-VA will be implement primary care screening for individuals in targeted case management who have a SED or SMI diagnosis. The Virginia Association of Community Services Boards (VACSB) has negotiated with DBHDS to clarify the definitions, process, funding and the timeline to deliver this service. We had to submit a "regional" plan even though the implementation obviously has to be local. We will receive approximately \$27,000 for the implementation of this plan for the last six (6) months of this fiscal year, then approximately \$60,402 to continue the process and provide the specified outcomes. Step 3 of STEP-VA is expansion of outpatient services. VACSB is currently working with DBHDS to clarify the definitions, process, funding and the timeline to deliver this service. While we welcome the funding to expand outpatient services, without clarity of the factors noted above, it will be difficult. This is not without controversy. Region One sent its response and guidance to VACSB on the concerns that we have. There are still many factors that need to be discussed. The implementation date is one area that will need to be resolved. I currently serve on the STAC

Committee that is reviewing the process, so I have the opportunity to hear and voice concerns on behalf of AHCS.

2. I am still negotiating with Lewis Gale-Alleghany on a space for the CIT Assessment site in the Emmett Complex. Their legal department has slowed the progress. I have a meeting scheduled with Will Windom, Hospital CEO on March 12, 2019 to hopefully finalize the lease. We are in the process of advertising for positions for the site.
3. Legal Update of Public Guardianship Program-It has taken several months, but our attorney, Dudley Woody of Woods Rogers PLC has made some recommendations in regards to legalities associated with the Public Guardianship program. Attached you will find his recommendation which will need your approval and the guardianship board's approval.
4. We need Board approval for the 2018 Form 990 Tax Return Documents for Alleghany Highlands Community Services Board Foundation.
5. Merryfield cost settlement- I spoke with Betty Hickey from Myers and Stauffer LLC in regards to our FY 18 cost settlement, and she informed me that the review has not be finalized.
6. Approval is needed for Wells Fargo Grant for Friendship Residence for refinishing of wood floors and paving of driveway and Ingevity Grant for New Beginnings for flooring.
7. Funding requests for Alleghany County and City of Covington are included in your packets. Please plan to attend the joint meeting held at the Alleghany County Governmental Complex on March 14, 2019 at 7:00 pm.
8. State Opioid Response Grant (SOR) – On January 19, 2019, Michael A. Zohab, VA SOR Project Manager, notified AHCS that it had been awarded a VA SOR grant in the amount of \$40,000. The VA SOR funds are to be expended for the support of our medication assisted treatment program. The funds must be expended by September 30, 2019. The year two request will be adjusted pending the results of the year one allocations.

Community Issues

1. I attended the Dying in Vein event sponsored by AHCS and the Healthy Youth Coalition on Thursday, January 24, 2019 at the Historic Masonic Theater. I was impressed with the panel with included our own Cathy Schiffer, and we had a pretty decent crowd.
2. On January 16, 2019, I participated with our Prevention Department and Healthy Youth Coalition in presenting the medication drop box at Alleghany County Sheriff's Office/Jail. Press was present for pictures, and we were on the WDBJ7 local news station.
3. I attended the Community Health project meeting at the Covington Library on February 19, 2019 with Kristin Adkins, Population Health Manager, Roanoke City & Alleghany Health Districts. The Community Health project focuses on the improvement of health for the entire population served by the Roanoke City and Alleghany Health Districts and aims to reduce health inequities among specific groups. The program conducted a Community Health Assessments (CHAs) to identify health needs and the various social and economic factors that impact health. Based on CHA findings, the program developed action-oriented Community Health Improvement Plans (CHIPs) to support the jurisdictions in becoming healthier places to live. Two primary focus areas are mental health and substance use.
4. On February 18, 2019, I participated with our Prevention department and the Healthy Youth Coalition in presenting the medication drop box at Covington City Police Department.
5. I attended the Developmental Services Awareness event, which was a basketball tournament and shootout on Saturday, March 2, 2019 at 2:00 pm to 4:00 pm at Edgemont

Primary School. It was a joy to see the inclusion of individuals playing ball with all ages and dancing. The pure joy on the faces of participants was something to witness.

6. I attended the Alleghany Chamber of Commerce Board Meeting on January 29, 2019.

State/Regional/Federal Issues

Public Policy

1. Region One is looking at options for regional office structure since many initiatives are going to be handled regionally through STEP-VA going forward in the future. Currently, our structure has many of the individual CSBs providing fiscal oversight of various programs, and our Regional Initiatives Director, Dennis Vaughn, is currently housed at Region Ten. Lipos (local inpatient purchase of services) and DAP-discharge assistance program funding is fiscally handled out of the Rappahannock CSB Administrative Office. The region is looking at structured programs in Region Two, Four, and Five.
2. I attended the Regional Advisory Group (STAC) meeting on December 6th in Charlottesville. I have also been selected to represent the newly proposed Region 1b sub-region on the workgroup. The meeting was called by DBHDS Commissioner Dr. Hughes Melton, detailing a proposed change to the current CSB Regional structure to better facilitate the implementation of the STEP-VA plan to improve behavioral health services in Virginia. A follow-up meeting was scheduled for January 4, 2019. There have been significant concerns voiced by CSB Executive Leadership regarding the process and decisions made by DBHDS regarding these plans. Executive Directors from Region 1 held a special meeting on December 20, 2018 in Glen Allen, VA to further strategize our regions' response to the proposed actions of DBHDS.

DBHDS continues to propose distributing new funding for STEP-VA through regional and sub-regional methods. Currently the proposal is for Primary Care Monitoring & Screening services to be overseen in this region by Region Ten CSB. A portion of the funding would go to Region Ten to cover administrative costs.

Public Policy

1. A summary of relevant budget amendments for FY 2018-2020 is attached to this report. The General Assembly has adjourned and so now, the Governor has until March 26, 2019 at midnight to take action on the bills listed. The reconvened session is scheduled for April 3, 2019. This will be the time for legislators to consider any of the Governor's amendments or vetoes to legislation. Below lists the key items VACSB is following from the budget conference report. These are budget items that were agreed to by the House and Senate. The Governor will have an opportunity to review the budget with these amendments and can use line item veto power or make recommendations of his own.

Key Budget Items

- **Item 297 #4c** allows for the Emergency Department Care Coordination system to begin tracking TDOs. –\$50K
- **Item 303 #3c** directs DMAS to continue to pursue the behavioral health transformation initiative begun in 2018 in conjunction with the Farley Center and DBHDS. DMAS has the authority to develop the continuum and the necessary Waiver applications but the entire package has to go to the General Assembly for review during the 2020 legislative session before implementation can

begin. Additional language directs DBHDS to hold off on beginning regulatory changes to support the transformation until after the plan is approved by the General Assembly. – **Report**

- **Item 303 #9c** increases rates for primary care physicians to 70% of the Medicare rates. – **Second Year - \$4.1 M General Fund & \$11 M Matching Fund**
- **Item 303 #10c** directs DMAS to create a separate service category for psychiatric services and increase the provider rates in that category to 100% of the Medicare rates, an increase of 21%.
- **Item 303 #11c** allows DMAS to change the formula by which DSH payments are distributed to private hospitals in order to create incentives for those hospitals to take more TDOs. – **Report**
- **Item 310 #2c** prohibits DBHDS from implementing service packages without the approval of the General Assembly. No date by which the General Assembly will or will not approve the service packages is included in the language.
- **Item 312 #2c** directs DBHDS to utilize the crisis money included in the biennial budget for the crisis step of STEP-VA. – **\$7.8 M**

OLD BUSINESS:

1. Update on Step-VA
2. Update on the Crisis Intervention Services Grant (CIT)
3. Legal Update of Public Guardianship Program
MOTION: That the Board approve the restructuring of the Public Guardianship Corporation in accordance with the Board's attorney's recommendations:
MOTION: Anne Dean
SECOND: Bill Gilliland
VOTE: Unanimous
4. Approval of FY 2018 Form 990-Tax Return for Alleghany Highlands CSB Foundation
MOTION: That the Board approve the 2018 Form 990-Tax Return for Alleghany Highlands CSB Foundation:
MOTION: Teresa Johnson
SECOND: Bob McCallister
VOTE: Unanimous
5. Merryfield ICF Cost Report-Update
6. State Opioid Response (SOR) grant

NEW BUSINESS:

1. Approval of Wells Fargo Grant
MOTION: That the Board approve the Wells Fargo Grant in the amount of \$15,000 to repair hardwood floors and driveway at Friendship House:
MOTION: Bill Gilliland
SECOND: Anne Dean
VOTE: Unanimous
2. Approval of Ingevity Grant
MOTION: That the Board approve the Ingevity Grant in the amount of \$2,700 to replace the flooring at New Beginnings:
MOTION: Anne Dean
SECOND: Brenda Woodie
VOTE: Unanimous
3. VACSB Development and Training Conference: May 1-3, 2019 Williamsburg Lodge, Williamsburg, VA
4. Funding Request for Alleghany County/City of Covington

5. Alleghany Highlands Community Services Fiscal Year 17/19 Annual Report
6. VACSB General Assembly Legislative Update/Budget Update/Public Policy

MOTION: That the March 21, 2019 regular meeting of the Alleghany Highlands Community Services Board be adjourned:

MOTION: Teresa Johnson

SECOND: Anne Dean

VOTE: Unanimous

TIME: 5:26 pm

NEXT MEETING: The next scheduled meeting will be on Thursday, May 16, 2019 at 4:00 PM at the Administrative Office located at 205 E. Hawthorne Street, Covington, Virginia.