MINUTES
Regular Meeting of the
Alleghany Highlands Community Services Board
Thursday, July 16, 2026

The Alleghany Highlands Community Services Board held the July board meeting on July 16, 2026 at 4:00pm at the Alleghany Highlands Community Services Administration office at 205 E Hawthorne Street in Covington, Virginia.

Robin Sweeney, Board Chair, called the meeting to order at 4:18pm.

PRESENT: Robin Sweeney, Nolan Nicely Jr., Stephanie R. Clark, Teresa Johnson, Bob McCallister, and Brenda Woodie

ALSO PRESENT: Ingrid Barber, Angie Goodbar, Adam Kenny, Patty Flanagan, Lynn Brackenridge, Susan Chittum, Tiffany Bowser, Crystal Homer, Lee Sweeney, and Darcie McCraw

ABSENT: Dianne Garcia, Lisa Hicks, and Nicole Tucker

Robin Sweeney welcomed Lee Sweeney, the new Crisis Director, (no relation) to the leadership team and asked him to share a little bit about himself.

Upon review of minutes, Teresa Johnson noted that there was a misspelling of the word "adjournment" and that the adjournment times were out of order regarding the closed session and the regular meeting.

APPROVAL OF MINUTES of May 21, 2026 regular meeting with corrections.
MOTION: To approve May 21, 2026 regular board meeting minutes
MOTION: Stephanie R. Clark
SECOND: Teresa Johnson
VOTE: Unanimous

Executive Director's Report and Recommendations
Ingrid Barber, Executive Director

Old Business

1. **Capital Projects Update –** Ingrid shared that all of the construction projects at the administration office have been completed at this time. Ray Mace and Incova Electric were the contractors for these projects. One of the new offices is a flex office currently being used by Lee Sweeney until the CRC is completed, the other office will house the new finance position we will be adding. Merryfield will need to have two bathrooms repaired. The service modifications for these repairs have been submitted and approved so this work can commence. Life Skills Center needs wall repair on the third floor and plaster work done on the outside of the building due to interior leaks. More concrete work is needed at Lifeskills.

2. **Crisis Receiving Center Update** – Work on the CRC continues to move along, we are at about 45% completion now. The contractors are almost ready to start installing drywall. It has been a bit of a challenge to get answers from the architects on some of the civil questions but we seem to have those answered now. Framing is going up now and the spaces of the building are becoming clear to see. Ingrid would like to set something up with the board to do a walk through so they can see it now. Ingrid shared some of the finish samples with the board to give an idea of how it will look when completed. Teresa Johnson asked about a timeline for completion. Ingrid shared that she believes it will be done by the fall. The contractors are still meeting with the project team weekly and they are great communicators. Ingrid thinks we will see dramatic progress in the next 30 days.

3. **Clinic Expansion** – Ingrid shared that many issues have arisen since the last board meeting. Lionberger Construction put together a document showing the total price with details to complete all of the items on the list. Ingrid went over some of the bigger issues that were discovered which were code issues to include electric, duct work, asbestos in flooring (which will be encapsulated), entrances needing to be ADA

compliant, parking lot recommendations, fire alarm compliance, restrooms that are not ADA compliant, front lobby modifications, interior and exterior doors, exterior structural finishes, and structural beam sag inside the building. Ingrid directed the board to the packet from Lionberger which showed an estimate of the expenses. Ingrid pointed out that there are recommendations in the packet about the dumpster area but she feels this is something we can do on our own later. Ingrid reminded the board that at the last meeting they voted to approve up to $850,000 for the additional work on the front part of the clinic. Ingrid felt that with the code concerns that the Board approve the overall amounts recommended by the contractor. There was discussion from the board regarding financing and funding before proceeding with the vote.

MOTION: To approve clinic renovations up to $1.3 million dollars to complete all additional work on the front of the clinic.
MOTION: Stephanie R. Clark
SECOND: Teresa Johnson
VOTE: Unanimous

4. **Opioid Abatement Authority Renewal Update** – Ingrid reminded the board that after the initial grant award from the OAA, we are eligible for up to 5 renewals on the same project. The first renewal was submitted and approved which is where the funding for the clinic back parking lot and purchase of the Pine Street property would come from.

New Business

1. **DBHDS Update –** Ingrid attended the VACSB conference and shared notes from that conference which are included in her report.

2. **FY26 and FY27 Performance Contract** – Ingrid shared that the Performance Contract has to be signed by September 30. At the time the board packet was printed, the governor's budget had not been approved. It is only in draft-form at this time but Ingrid will go through the final draft once it is in-hand as there will be many changes to review.

3. **General Assembly Update** – There have been some amendments to the budget and there was a house version, senate version, and governor version, but there is no final version yet. Ingrid does not believe there will be a lot of new money in the final version.

Financial Reports

Patty Flanagan, Finance Director
Patty reviewed the financial reports for March and April. Patty stated that the agency is in good standing and informed the board members that if they had any questions she would be happy to entertain them.

Program Reports:

Clinical Services MH/SUD – Susan Chittum

- Susan shared that each program participated in Mental Health Awareness Month and went somewhere in the community.
- Susan shared that psychiatric services continue to go through trainings.
- Delinda Woody has participated in GeneSight which is a genetics type of testing, she has used it on two clients which Medicare and Medicaid have paid for; the testing determines which medication will work best for the individual.
- Susan shared that Orrey Randall, Children's Services Supervisor, started June 1.
- Susan shared that that Taylor Lisle was hired for School Based Case Management on May 19 and Chasity Crawford has filled our Family Support Partner/Peer position.
- All case managers have been trained in CANS so they will be able to assist with residential placement referrals.
- Susan shared that Emergency Services Alternative Custody and Transportation has expanded to the region, basically this will help law enforcement.
- Caitlin Byer is working on her Residency in Counseling and Kaitlin Bradley is working on her pre-screening certification.
- Same-Day Access continues to see growth.

- Effective July 1, the WHODAS has replaced the DLA-20.
- Susan shared that Stephanie Hepler resigned and her last day was July 10.
- Susan also shared that Laurie Smith, Mobile Crisis Supervisor, has been out in the community discussing and marketing her program.
- Susan shared that CIT staff continues to do some trainings.
- Kala Depriest is our new CIT Peer Recovery Specialist and Ashleigh Cartolaro has successfully completed her LPC examination and has about a hundred hours and she will be fully licensed.
- Susan shared that we are expanding out to telehealth contracting to do individual therapy; our first therapist did not work out and they are looking for a replacement.
- Rachel Messer is now our Mental Health and Outpatient Clinician; she is continuing to help out with our children until the children position is filled.

Community Supports MH/SUD – Tiffany Bowser

- Tiffany shared that Prevention Services is hosting the Tall Cop Says Stop event on August 6th.
- Case Management has had two interns working with them, they have been helpful.
- Tiffany shared that there was a referral to Recovery Court in the month of May, making the total number of participants 7.
- New Beginnings is at capacity, all beds are full with two beds being pass beds.
- Permanent Supportive Housing has three clients that are in residences and there are three that are pending; Tiffany shared that the biggest struggle is finding eligible properties.
- Psychosocial Rehab has been doing a lot with the Clubhouse program with a lot of participants attending, they have had a busy summer.
- Tiffany shared that one individual who has been volunteering in the community has been offered a part-time position.
- Tiffany shared that Prevention has been very busy and continues to be out in the community and continue to hand out Naloxone, Fentanyl test strips, Xylazine test strips, and condoms; sharps disposal is still available outside of the new entrance to the clinic.

Developmental Services – Angie Goodbar

- Angie shared that May was Early Intervention Awareness Month and that the Infant and Toddler Connection staff distributed candy, thank you cards, and referral forms to pediatricians, childcare providers, and maternity care hospitals in Roanoke and West Virginia.
- Angie shared that Support Coordination currently has 72 individuals on the waiver wait-list with 12 being priority one; Angie also shared that there is a Waiver Slot Advisory Committee which is outside of the agency to avoid conflict of interest, they are awarding about 2 slots per quarter which is an increase.
- Support Coordinators received funding from the Commonwealth Community Trust in the amount of $4,381 for personal needs of individuals living in the community; Megan Ransom secured $22,500 for two individuals to attend our day programs for a year because they do not have insurance and were not able to get a waiver.
- Angie shared that the Support Coordination Supervisor participated in the SCQR audit, we continue to meet the measures and exceed the 86% expectations.
- Angie shared that the Guardianship Program currently has 17 individuals, we have slots and funding for up to 20; there are currently 2 slots pending in the Alleghany County Circuit Court, leaving one opening.
- Angie shared that Amanda Webb, Guardianship Program Manager, was recently asked to speak at a DARS event. We are currently the only CSB who offers a guardianship program.
- Merryfield and Friendship beds are all currently filled.
- Angie shared that Life Skills Day Support took had two picnics, one at Humpback Bridge and one at Wayside.
- The Community Engagement Services enjoyed a day at Douthat State Park for the 90-year celebration of Conservation Corps and volunteered at the Grand Fondo and installed flags for the Flag Day celebration.
- Transportation Services have expanded and May was the highest billing rate that we've had so far, we are now contracting with Medidrive and have enrolled individuals from Mental Health Case Management, Clubhouse, Friendship, and Life Skills.
- Angie shared that they received a grant for a bus for $123,000 and KOVAR gave $20,000 for the local match; a grant proposal has also been submitted to First Citizens Bank for $275,000 but there has been no update on the status of that grant at this time.

Quality Improvement – Lynn Brackenridge

- Lynn shared that Quality continues to be busy with incident reports, root cause analyses, continual audits.
- Lynn shared that we did complete our triennial survey through DBHDS, CAPS were not included in the report because they were not received before the submission of the board report; the Corrective Action Plans that were received did not come as a surprise and were focused around documentation – there have been a lot of changes made within the time frame of the audit which will be reflected in the next audit.
- Ingrid gave praise to Lisa Crawford, QI Coordinator, for her effort to review all of the visit notes in the system.
- Lynn shared that she will share Corrective Action Plans in her September report.

Human Resources – Crystal Homer

- Crystal provided a fiscal year on some of the workers comp and loss reports and provided a breakdown of what contributed to our renewal this year.
- Crystal shared that she is working on case management expectations and clinician expectations as well as strengthening training checklists to improve consistency.
- Crystal reviewed a couple of the legal changes that went into effect 7/1, she shared that we have updated everything we were required to change.
- Crystal shared that a possible group health coverage insurance consortium is in the works for CSBs
- Crystal encouraged everyone to check out the new website.
- Crystal shared that she nominated the staff members who were recently involved in an incident at the clinic that required them to perform CPR for the Red Cross Lifesaving Award and that nomination has been accepted.
- Crystal pointed out that she included a turnover summary in her packet and that our turnover number is slightly down.

Information Technology – Adam Kenny

- Adam shared that the new phone system installation is complete with some minor glitches that are being addressed.
- Adam shared that we are still working with RICOH on the business associate agreement in order to complete the E-Fax implementation.
- Adam shared that we signed a contract with Clinically AI to implement an AI solution with our HER.

ADJOURNMENT

The July 16, 2026 regular meeting of the Alleghany Highlands Community Services Board adjourned.

MOTION: To adjourn

MOTION: Teresa Johnson
SECOND: Nolan Nicely Jr.
VOTE: Unanimous
TIME: 6:02pm

NEXT MEETING: September 24 at 4:00pm at the Family Life Christian Center in Covington.