MINUTES

Regular Meeting of the
Alleghany Highlands Community Services Board
Thursday, May 21, 2026

The Alleghany Highlands Community Services Board held the March board meeting on March 21, 2026 at 4:00 pm 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 4:01pm.

PRESENT: Robin Sweeney, Stephanie R. Clark, Dianne Garcia, Lisa Hicks, Teresa Johnson, Nolan Nicely Jr., Nicole Tucker

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

ABSENT: Robert McCallister, Brenda Woodie, Crystal Homer

APPROVAL OF MINUTES of March 2026 regular meeting
MOTION: To approve minutes
MOTION: Nicole Tucker
SECOND: Nolan Nicely Jr.
VOTE: Unanimous

Presentation
April Miller, Prevention Coordinator, provided a presentation of the results from the recent "Communities That Care" Survey. Ingrid commended the Prevention Team for all of their hard work and visibility in the community.

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

Old Business

1. **Capital Projects Update –** Ingrid shared that we are currently adding office space at the Administration Office. We are looking to add an additional finance position, Financial Accounting Supervisor – Grants and Financial Management. Suzanne Miller's current role will likely close at the end of June. Ingrid stated that the way money is being accounted for by DBHDS is changing, and unspent funds are likely to be recalled.

2. **Crisis Receiving Center Update** – Ingrid shared that many components of the project are underway, such as zoning items with the city, air handler installation in the attic space, changes to the main entrance, power lines, and more. The current estimated time that the project will be completed is November. The first 10% of total funding that was provided by DBHDS has now been expended, and we will need to request more funding from DBHDS.

3. **Clinic Expansion** – Ingrid provided an update on the Clinic Expansion project. There are still a few small components being completed in the new section, such as the elevator panel switch-out, door issues being addressed, and keying being finalized. Now that demolition is underway in the existing clinic space, some issues have arisen. At the Construction Progress Meeting on May 20, Kim from Lionberger Construction provided a detailed number for the costs associated with the additional work. While it was anticipated the cost would be around $500,000, we are actually looking at more than $800,000 to complete the work. This number includes ceilings, lights, duct work, electrical updates, asbestos encapsulation, structural issues, entrances, and casework for the entrance area. Some of the issues

needing corrected are code, ADA, and life safety issues. Regarding the asbestos issue, it is much more cost-effective to safely encapsulate the asbestos than to remove and abate. The biggest part of the expense is the electrical upgrade, correcting these issues will bring the power into one area of the building resulting in one singular power bill for the entire clinic. Ingrid has some questions about the quote and will get more clarity as well as a finalized number. Ingrid will send a copy of the itemized quote to board members so they can see the details. Ingrid also shared a brief summary of the CSB's financial standing which gives her confidence that we would be able to take on the costs.

MOTION: To approve the extra budgeting, up to $850,000, for additional work on the front of the clinic.
MOTION: Dianne Garcia
SECOND: Nolan Nicely Jr.
VOTE: Unanimous

4. **Opioid Abatement Authority Renewal Update** – Ingrid shared that there is a meeting coming up in June during the OAA conference where the board will vote on grant requests. As a member of that board, she will abstain from voting on our request. Included in our request is funding to have the lot at the back of the clinic paved as well as funding to buy the old Dairy Queen building to demolish and create additional parking. The request also includes funding for Peers to operate the Peer Drop-In Center, Psych Services, Client Service Funds, day care and transportation for Project Link participants as well another vehicle for that program. The details were broken down in the board report. We have already been awarded $4 million for the existing OAA project, and additional funding will depend on how many other requests come in regionally. Ingrid will keep the board updated on the status of this renewal.

New Business

1. **Alternative Transportation –** Ingrid shared that the contract for Alternative Transportation went through a procurement process in the fall of 2024. DBHDS ultimately selected Steadfast Security. Steadfast Security will be handling TDO transports to state hospitals in Region One. There was a pilot at Mount Rogers CSB and it has been working well. Ingrid and Susan Chittum were recently on a call where they discussed expanding the program to Region 3 in winter of 2025. DBHDS representatives will meet with local law enforcement to explain the program.

2. **General Assembly Update** – The budget has not yet been approved, and there is no indication of when it will be released. There is some dispute around education, healthcare, and housing. The governor did veto collective bargaining, which would have impacted us. There is also holdup around the tax exemption around Data Centers.

3. **FY26 and FY27 Performance Contract** – This is not completed yet. Ingrid is on several committees who are looking at some of the items that are holding up the process. Once this is completed, it will be available to the board.

4. **Approval of the FY2026/2027 Proposed Budget** – Ingrid and Patty met with Lisa Hicks and Bob McCallister as members of the Finance Committee on May 18, 2026 to review the proposed budget. The proposed budget is included in the board packet for review. Patty provided the updates associated with the budget. Patty stated that we are still waiting for the approved budget from the General Assembly therefore we are unaware what the funding will actually be until the Letter of Notification (LON) is received. The finance department created this budget based on last year's funding which will result in a revision once the LON is received. Patty feels confident there will be small increases, especially in the general funds, but details are unknown. There will be additional changes once we know what will be received from the City of Covington and Alleghany County for the local match. Revisions will be reviewed at the next board meeting.

MOTION: To approve the proposed budget as presented at this time, understanding that once more information is received it may be brought again for revision.

MOTION: Stephanie R. Clark
SECOND: Lisa Hicks
VOTE: Unanimous

5. **Marcus Alert** – Ingrid shared that AHCS is not on the list to start Marcus Alert this year as originally anticipated. She reported that the state was mistaken and Rockbridge and Harrisonburg are the CSBs who will implement this year. AHCS will implement next year. Marcus Alert is a co-response model with local law enforcement and CSBs. There will be more information forthcoming.

6. **Behavioral Health Redesign** – Ingrid stated that the redesign can change the trajectory of how we run the Clubhouse and Mental Health Skill Building Programs. We are waiting for finalization of the redesign coming down from DMAS. The changes as currently proposed would change how we can bill for Psychosocial Rehab, there would also be changes such as a fundraising component and a cap on hours individuals can attend per day. These changes are being challenged and Ingrid is keeping an eye out regarding impact.

Financial Reports

Patty Flanagan, Finance Director
Patty reviewed the February reports. She pointed out a large cost for Johnson Controls security, we did receive funding for this but the funding came earlier so the expense is shown on these reports causing the expenses to be higher for February than usual.

Program Reports:

Clinical Services MH/SUD – Susan Chittum

- Susan shared that there is still a good bit of training occurring throughout each department.
- Kaitlin Bradley joined the Emergency Services Team in April, she will also be running the IOP Group.
- Susan pointed out that the Train the Trainer session for CIT that was mentioned in her report has since been canceled and will be rescheduled for a later date.
- Rachel Brown is now the Adult Mental Health and SUD Supervisor as of March 29, 2026
- A contract position has been implemented to provide telehealth services for Adult Mental Health/SUD, this position will work approximately 20-25 hours per week. Susan is pleased that this will be a good complimentary service to provide more individual therapy.
- Two employees left Child Services in April and Susan is currently looking to conduct interviews to fill those roles.
- Orrey Randall will start on June 1, 2026 in the Child and Family Supervisor role.
- A Family Support Partner was hired for Child Case Management and started this week.

Community Supports MH/SUD – Tiffany Bowser

- Tiffany is interviewing to fill the Jail Services and Recovery Court Case Manager role that was previously filled by Kaitlin Bradley. In the interim Erin Barnett is covering Recovery Court, there are currently 5 individuals in Recovery Court and a new referral was received last week. Lydia Hall is covering the Jail Services Case Management.
- Two vacant Case Management positions have been filled with one starting in May and the other starting in June. Case Management will also have two interns for the summer, one has already started.
- Clubhouse participants have been participating in many activities. They have also had visits from Michelle Moser with Virginia Works to discuss resumes and job searching and April Miller of the AHCS Prevention Team who shared the dangers of vaping and fentanyl use. Three individuals from Clubhouse have been volunteering 3-6 hours per week at Wiley's Garden Center. One individual is volunteering with the YMCA.
- New Beginnings is currently interviewing for a Lead Residential Service Provider. The house is full and there is now a wait list. Three individuals are on 48 hour passes, meaning the individual **leave the state**

hospital and comes to town for two full days which allows them time to adjust and transition. Kai, the peer at New Beginnings, recently completed her Peer Certification Training.
- Permanent Supportive Housing is now up and running. The team visited the PSH programs at Highlands and Mount Rogers CSBs. There are now 5 referrals in process, there are 3 individuals living in a hotel while completing the application process.
- Prevention is extremely active in the community. Total items distributed are listed in the board packet. The Drug Take Back Day in April was successful and the largest amount collected in some time.

Developmental Services – Angie Goodbar

- Angie shared that there were big events in the last couple of months including the 3rd Annual DS Awareness Festival.
- April was Autism Awareness Month and Early Intervention made 18 clear backpacks with sensory tools to provide to local first responders.
- Support Coordination has been in the community sharing information at various events.
- Merryfield and Friendship are both currently at capacity and have been enjoying activities and outings.
- Life Skills is staying very busy with themed weeks and days. They are volunteering at Douthat State Park.

Quality Improvement – Lynn Brackenridge

- Quality continues to be busy with various audits.
- The DBHDS Triennial Review of all licenses is complete and Lynn is awaiting the final results as the licenses expire in July.
- There were two human rights concerns in April, these were vetted through Human Rights and everything was processed.
- Lynn pointed out that there is good team effort and collaboration among the programs.

Human Resources – Crystal Homer

- Crystal was absent from this meeting; her report is included in the packet for the board to review.

Information Technology – Adam Kenny

- Adam shared that the new agency-wide phone system will be installed in June.
- IT is working on a new E-Fax system that is currently held up as the BAAs are navigated between Ricoh (the service provider) and AHCS legal.
- We have hired a new IT Specialist, Charlie Donelan, who has already started in his role.

Robin asked if there were any questions before going into Closed Session.

CLOSED SESSION

CERTIFICATION OF EXECUTIVE SESSION

A signed roll call was taken for each member present who certified that to the best of the member's knowledge that:

Only public business matters lawfully exempted from opening meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies; and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Alleghany Highlands Community Services Board.

MOTION: To enter into Closed Session re: legal:

MOTION: Nolan Nicely Jr.
SECOND: Teresa Johnson
VOTE: Unanimous
TIME: 5:03pm

MOTION: To come out of closed session:

MOTION: Lisa Hicks
SECOND: Nolan Nicely Jr.
VOTE: Unanimous
TIME: 5:28pm

Reconvene Regular Session:

MOTION: Dianne Garcia
SECOND: Teresa Johnson
VOTE: Unanimous
TIME: 5:30pm

ADJOURNEMENT

The May 21, 2026 regular meeting of the Alleghany Highlands Community Services Board adjourned.

MOTION: To adjourn

MOTION: Teresa Johnson
SECOND: Stephanie R. Clark
VOTE: Unanimous
TIME: 5:02pm

NEXT MEETING: July 16, 2026 at 4:00pm at the AHCS Administration Office at 205 E Hawthorne Street in Covington.