

Valley Community Services Board
85 Sanger's Lane, Staunton, VA
January 22, 2025
5:30 p.m.

Members Present: Mary Powell, Chair; Amanda Francis, Vice Chair; Gin Chandler, Treasurer; Jerri Botkin, Jennifer Emanuel, Mike Hamp, Tracy Henke, Stephanie Huffman, Frank Pyanoe, Nate Riddle, Lt. Leslie Snyder

Members Absent: Amanda Kaufman, Sonya Pulliam-Payne

Staff Present: Dr. Kimberly McClanahan, John Sandy, Candy Calloway, Dereck Criner, Tammy DuBose, Dana Fitzgerald, Kathy Kristiansen, Tina Martina, Krista Lynch, Kathy Curry

***Denotes via Zoom**

CALL TO ORDER: Mary Powell, Chair, called the meeting to order at 5:30pm.

ESTABLISH QUORUM: A quorum was established by Ms. Powell.

MINUTES APPROVAL: Nate Riddle moved to approve the December 4, 2024 Board meeting minutes. Jennifer Emanuel seconded. Stephanie Huffman and Mike Hamp abstained. Approved.

INTRODUCTION OF NEW BOARD MEMBER: Mike Hamp, Representative from the City of Waynesboro

FAIRWELL TO KATHY KRISTIANSEN: Ms. Powell recognized Kathy Kristiansen, Director of Behavioral Health, for her years of service and her upcoming retirement.

EXECUTIVE DIRECTOR'S REPORT: Dr. Kim McClanahan commented on the January 22, 2024 Executive Director's Report that was shared electronically with Board members.

COMMITTEE REPORTS:

Fiscal Oversight Committee:

- **FY2025 November & December Financial Reports:** Hardcopies were shared with Board members. John Sandy stated there continues to be a healthy Balance Sheet, projected Fund Balance, and Surplus for both months. He shared the following highlights:
 - ❖ November:
 - Balance Sheet: Total Assets ~ \$27.3m, a more than 4% improvement from FY2024; construction in progress and computer software purchases; Total Liabilities ~ \$7.5m, a 10.2% increase from FY2024 with Other Liabilities leading the way; Total Fund Balance year-to-date ~ \$19.3m with year-to-date Income ~ \$450,000; Fund Balance \$19.7m for the month, a 2.3% increase from FY2024.
 - Budget to Actuals: Surplus \$239,707, mostly due to lower-than-expected expenditures of Wages & Benefits due to vacancies, and projected revenue had not met revenue goals but fortunately the two go hand-in-hand, if VCSB has the positions, the revenue can be produced; Total Surplus 113% increase over what was projected for the month per the FY2024 Adopted Budget.
 - Income Statement: Net Revenue ~ \$2.3m, down from October 2024; Total Operating Expenditures ~ \$2.4m, slightly down and that left a deficit in income of ~\$142,000.
 - ❖ December:
 - Balance Sheet: Total Assets ~ \$27.7m, a 6% improvement from FY2024; construction in progress and computer software purchases; Total Liabilities \$7.6m ending FY2025, an 11% increase from FY2024; Other Liabilities led the way; Total Fund Balance ~ \$19.3m with year-to-date Income ~ \$775,000; Total Fund Balance ~ \$20.1m for the month ending in December FY2025, a 4% increase.
 - Budget to Actuals: Surplus \$521,947 and again lower than expected expenditures of Wages & Benefits due to vacancies and over projected revenues, and the total surplus was created as a result, ~ 206% increase from what was projected for the month for the FY2024 Adopted Budget.

- Income Statement: Net Revenue increased from \$2.3m in November to \$2.6m in December; Total Operating Expenditures declined slightly to ~ \$2.3m; rebounded with a Surplus of ~ \$324,000 at month end close in December 2024.
- ❖ Mr. Sandy announced that the FY2026 budget process is underway, and staff had their kickoff last Friday.
- ❖ **Gin Chandler stated that the motion coming out of the Fiscal Oversight Committee is to approve the FY2025 November and December financial reports as presented. Approved.**

NEW BUSINESS:

- None.

OLD BUSINESS:

- **Crisis Receiving Center/Crisis Stabilization Unit-Detoxification (CRC/CSU-D) Update:** Dr. McClanahan stated that Ms. Powell, Board Chair, sent an email to Board members notifying them of the Lifecore property meeting, and some Board members attended. She said that VCSB had hoped to purchase the property to build the CRC/CSU-D, however, some issues were discovered. There is a covenant on the property that allows for an Architectural Review Committee (ARC) to make decisions about the property, and it was discovered that they are against the use of the property for a CRC/CSU-D. It was also discovered that there is a proffer on the property, and it has two components: 1) only a 10,000 square foot building can be built on the property; the CRC/CSU-D needs a 20 to 25,000 square foot building, and 2) clients cannot have overnight stays; the CRC/CSU-D clients will need overnight stays. VCSB submitted an application to the Augusta County Planning Commission to have the proffer removed. VCSB held another town meeting with all the residents in the area, and Dr. McClanahan recognized Board members Frank Pyanoe, Gin Chandler, and Lt. Leslie Snyder for attending that meeting. Residents were in support of the CRC/CSU-D but could not support it being in their neighborhood. Augusta Health had representation at the meeting with the residents, and some residents questioned them as to why the CRC/CSU-D could not be built on their land; Augusta Health representatives acknowledged that they heard them. VCSB was glad to have had the meeting and provide information to residents. After that meeting, Dr. McClanahan received a call from the Augusta County Administrator who informed her that VCSB did not have the votes to get it passed, and he recommended that VCSB withdrawal the application. She conferred with Executive Leadership and Ms. Powell, and it was decided to withdrawal the application. VCSB still has a contract on that property until the end of March, and VCSB will get its deposit back. The ARPA funds were also extended through the end of 2025. Augusta Health may negotiate with VCSB about purchasing the land VCSB bought but cannot use. Dr. McClanahan said other property is also being considered. She said VCSB is moving forward, and the goal of building the CRC/CSU-D will be accomplished.
- **Update on First Street ICF Group Home:** Ms. Tina Martina said that on January 8th, there was a meeting at the property with Lee Building, Design Vision, Inc., VCSB partners, and the two neighbors. The water and sewer project is not quite finished. Once Lee Building can begin, their goal is to have the construction completed in six months. It will then take 30 to 90 days to get the property licensed through the Department of Behavioral Health & Developmental Services (DBHDS). The goal is to be open in the fall.

ADJOURNMENT: Frank Pyanoe moved to adjourn. Lt. Leslie Snyder seconded. Motion carried.

Respectfully submitted:
Kathy Curry