



**MINUTES OF THE JUNE MEETING OF THE
HORIZON BEHAVIORAL HEALTH BOARD OF DIRECTORS**

**Horizon Behavioral Health
Fagan Building
2241 Langhorne Road
Lynchburg, VA**

**BOARD
APPROVED
7-27-17**

June 22, 2017

- PRESENT:** James Borland, *Treasurer* Campbell County
Betty Brickhouse City of Lynchburg
Clyde Clark, *Vice-Chair* City of Lynchburg
Terrie Conrad Appomattox County
Andy Crawford Bedford County
Gary Marple Additional Member
Rob Merryman, *Secretary* Campbell County
William Scott Campbell County
Jim Sikkema, *Chair* Bedford County
Trenay Tweedy City of Lynchburg
Betty Wise Amherst County
- ABSENT:** Dana Koenig Additional Member
Abe Loper Additional Member
John Rice Consumer Member
Mary Lou Spiggle Appomattox County
- STAFF:** Damien Cabezas, *Chief Executive Officer*
Emmanuel (Manny) Buabeng, *Director of CQI & Billing*
Lauren Connors, *Coordinator of Special Projects, Special Events and Marketing*
Matt Hartsook, *Senior Financial Analyst*
Theresa McCaskill, *Director of Talent Management*
Andre McDaniel, *Chief Operating Officer*
- GUESTS:** None



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A. INTRODUCTION

1. Call to Order/Welcome

Jim Sikkema opened the meeting at 3:30 p.m. Damien introduced Manny Buabeng, Director of CQI & Billing. He also introduced Matt Hartsook, Senior Financial Analyst who is responsible for the HBH budget. Jim welcomed these gentlemen on behalf of the entire Board of Directors.

2. Moment of Silence
A moment of silence was observed.
3. Adoption of the Agenda

MOTION: Rob Merryman made a motion to approve the agenda as mailed. The motion was seconded by Clyde Clark and carried by unanimous vote.

B. PUBLIC COMMENT

There was none.

C. MINUTES

Consideration of the Board Minutes of April 27, 2017

MOTION: Clyde Clark made a motion to approve the minutes as mailed. The motion was carried by majority vote.

D. CHAIRMAN'S ITEMS

Mr. Sikkema reminded all board members that the CEO Evaluation Packets are due on July 10th to Theresa McCaskill in Talent Management. With only 3 received to date Jim needs as many returned as possible, this is part of what we as board members are mandated to do each year.

Jim also reported that the Audit Letter each member received is a notice that our annual financial audit will be conducted in August.



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E. COMMITTEE REPORTS - Finance Committee

MOTION: *James Borland made a motion on behalf of the Finance Committee to approve the FY18 Budget as presented. The motion was carried by unanimous vote.*

F. FINANCIAL REPORT

Andre reviewed the FY17-May 2017 Statement of Revenue and Expenditures Monthly Report.

G. CEO REPORT

Damien reviewed the board handouts and showed a PowerPoint presentation given to all of the Board of Supervisors and City Council members during his attendance at these meetings. He also presented this PowerPoint to all Horizon staff.

Horizon and Johnson’s Health Center Collaboration – Memorandum of Understanding (MOU) – Damien reviewed this document from the June board packet. Board members were tasked to review this document and come prepared to discuss further at the July board meeting.

H. ENTER INTO CLOSED SESSION – PERSONNEL MATTER

Jim Sikkema made a consideration to enter into a Closed Meeting according to Section 2.2-3711.A.1 of the Code of Virginia in order to discuss a personnel matter.

MOTION: *Clyde Clark made a motion to enter into a Closed Meeting in order to discuss a personnel matter. The motion was seconded by Rob Merryman and carried by unanimous roll call vote as follows:*

James Borland - aye	Rob Merryman - aye
Betty Brickhouse - aye	William Scott - aye
Clyde Clark - aye	Jim Sikkema –aye
Terrie Conrad - aye	Treney Tweedy - aye
Andy Crawford - aye	Betty Wise - aye
Gary Marple - aye	



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NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board of Directors of Horizon Behavioral Health.

MOTION: Andy Crawford made a motion to exit out of the Closed Meeting. The motion was seconded by Gary Marple and carried by unanimous roll call vote as follows:

James Borland - aye	Rob Merryman - aye
Betty Brickhouse - aye	William Scott - aye
Clyde Clark - aye	Jim Sikkema - aye
Terrie Conrad - aye	Treney Tweedy - aye
Andy Crawford - aye	Betty Wise - aye
Gary Marple - aye	

No recommendation at this time.

I. NOTICES AND REMINDERS

The next scheduled board meeting is **July 27, 2017** from 3:30 p.m. until 4:30 p.m. and the meeting will be held at the Horizon Fagan Building, Fagan Board Room, 2241 Langhorne Road, Lynchburg.

The Executive Committee is scheduled to meet on **July 27, 2017** from 2:30 p.m. until 3:30 p.m. to conduct the annual CEO Evaluation.

J. OTHER BUSINESS

There was none.

K. ADJOURNMENT

MOTION: Gary Marple made a motion to adjourn. The motion was seconded by Andy Crawford and carried by unanimous vote. The meeting was adjourned at 5:02 p.m.



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Above minutes were approved at the meeting held on July 27, 2017.

ATTEST: Recording Secretary, Sandy Farmer CAP-OM, CP.

Respectfully submitted for Rob Merryman, Secretary

By Sandy Farmer CAP-OM, CP *Executive Assistant & Recording Secretary of the Board of Directors*