

MINUTES OF THE DECEMBER MEETING OF THE

**HORIZON BEHAVIORAL HEALTH BOARD OF DIRECTORS**

**Board Approved 2-22-18**

**Horizon Behavioral Health**

**People, Pride & Promise Executive Conference Room**

**2215 Langhorne, Upper Level**

**Lynchburg, VA**

# December 14, 2017

**PRESENT**: James Borland, *Treasurer*  Campbell County

Clyde Clark, Vice-Chair City of Lynchburg

Abe Loper Additional Member

Gary Marple Additional Member

Rob Merryman, *Secretary* Campbell County

William Scott Campbell County

Jim Sikkema, *Chair*  Bedford County

Mary Lou Spiggle Appomattox County

Treney Tweedy City of Lynchburg

Betty Wise Amherst County

**ABSENT:** Betty Brickhouse City of Lynchburg

Terrie Conrad Appomattox County

Andy Crawford Bedford County

Dana Koenig Additional Member

John Rice Consumer Member

**STAFF**: Damien Cabezas, *Chief Executive Officer*

Dianne Bradley, *Administrative Coordinator*

Sandy Farmer, *Executive Assistant*

Andre McDaniel, *COO*

**GUESTS:** Karen Merryman, *wife of board member*

***A. INTRODUCTION***

1. Call to Order/Welcome

Jim Sikkema opened the meeting at 3:41 p.m. and welcomed all in attendance.

1. Moment of Silence

A moment of silence was observed.

1. Adoption of the Agenda

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

***B. PUBLIC COMMENT***

 There was none

***C. MINUTES***

Consideration of the Board Meeting Minutes of October 26, 2017

**MOTION: *James Borland made a motion to approve the board minutes as amended. The motion was seconded by Gary Marple and was carried by majority vote.***

Consideration of the Executive Committee Meeting Minutes of October 26, 2017

**MOTION*: Gary Marple made a motion to approve the executive committee minutes as mailed. The motion was seconded by Rob Merryman and was carried by majority vote.***

***D. CHAIRMAN’S ITEM***

Jim reported that he attended a very productive meeting in November with Damien Cabezas and Andre McDaniel with the Department of Behavioral Health and Developmental Services (DBHDS) staff in Richmond. They were impressed with how well Damien has managed Horizon over the last three years.

Jim thanked James Borland for his service to Horizon and wished him well in his continued service to his community. Jim also congratulated Treney for her reappointment to our Board of Directors for another term.

***E. COMMITTEE REPORT***

* 1. Executive Committee

**MOTION*: Jim Sikkema made a motion on behalf of the executive committee to recommend approval of the Draft Executive Summary as mailed. The motion was approved by majority vote.***

* 1. Membership, Bylaws & Board Development

 **MOTION*: Mary Lou Spiggle made a motion on behalf of the Membership, Bylaws and Board Development Committee to approve the Board Bylaws as amended. The motion was approved by majority vote.***

***F. CEO REPORT***

1. Damien reviewed the November Dashboard and updated the board on several items:

Detox – The decision was made to discontinue our detox services due to the competition with other community partners. Horizon has developed MOU’s with area medical providers. We are exploring other opportunities in that space.

ICF Home – Horizon continues to dialog with the DBHDS on funding for this home. Horizon sent a staffing plan to the department to meet regulatory guidelines. Our next step is what to do with the property. More to come.

Appomattox Site – Damien continues to work diligently on possible opportunities in Appomattox.

Horizon Board of Directors Officers Service Awards – Damien presented service awards to Jim Sikkema, Clyde Clark, James Borland and Rob Merryman for their service as officers on this board. Damien thanked them for their support, expertise and leadership.

2. Financial Update - Andre reviewed the November 2017 Statement of Revenue and Expenditures Monthly Report.

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

|  |  |
| --- | --- |
| **James Borland - aye** | **William Scott - aye** |
| **Clyde Clark - aye** | **Jim Sikkema – aye** |
| **Abe Loper - aye** | **Mary Lou Spiggle - aye** |
| **Gary Marple - aye** | **Treney Tweedy - aye** |
| **Rob Merryman - aye** | **Betty Wise – aye** |

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: *Betty Wise made a motion to exit out of the Closed Meeting. The motion was seconded by Rob Merryman and carried by unanimous roll call vote as follows:***

|  |  |
| --- | --- |
| **James Borland - aye** | **William Scott - aye** |
| **Clyde Clark - aye** | **Jim Sikkema – aye** |
| **Abe Loper - aye** | **Mary Lou Spiggle - aye** |
| **Gary Marple - aye** | **Treney Tweedy - aye** |
| **Rob Merryman - aye** | **Betty Wise – aye** |

 **There was no recommendation at this time.**

***H. NOTICES AND REMINDERS***

 The next scheduled board meeting is **February 22, 2018** from 3:30 p.m. until 4:30 p.m. and the meeting will be held at the Horizon Wellness Center-Langhorne Road, 2215 Langhorne Road, Lynchburg. Meetings are held in the People, Pride and Promise Executive Conference Room on the upper level.

 The Executive Committee is scheduled to meet prior to the board meeting from 3:00 p.m. to 3:30 p.m. to conduct the annual review of the Board Policies and Procedures.

***I. OTHER BUSINESS***

 ***There was none.***

***J. ADJOURNMENT***

***MOTION: Gary Marple made a motion to adjourn. The motion was seconded by Rob Merryman and carried by unanimous vote. The meeting was adjourned at 4:40 p.m.***

Above minutes were approved at the meeting held on **February 22, 2018**.

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*