

**Minutes of the October 23, 2013 Meeting of the Board of Directors
of Horizon Behavioral Health**

A. INTRODUCTION

1. Call to Order/Welcome

Chair Gary Marple opened the meeting at 4:00 p.m.

2. Moment of Silence

A moment of silence was observed.

3. Adoption of the Agenda

MOTION: *Parks Snead made a motion to approve the agenda as mailed. The motion was seconded by Jim Sikkema and carried by unanimous vote.*

B. PUBLIC COMMENT

There was none.

C. MINUTES

1. Consideration of the Board Minutes of September 25, 2013

MOTION: *Secretary Mary Lou Spiggle made a motion to approve the minutes as mailed. The motion was carried by unanimous vote.*

2. Consideration of the Executive Committee Minutes of September 25, 2013

MOTION: *Secretary Mary Lou Spiggle made a motion to approve the minutes as mailed. The motion was carried by unanimous vote.*

D. DEPARTMENT PRESENTATION

Sandy Bryant, Senior Director of Child and Family Services gave an overview of Access: Increasing Crisis Response and Child Psychology. Gary Marple thanked her on behalf of the board of directors for her informative presentation.

E. COMMITTEE REPORT

1. Nominating & Bylaws Committee

MOTION: *Committee chair Mary Lou Spiggle made a motion on behalf of the Nominating and Bylaws Committee to approve the Board Bylaws as mailed. The motion was carried by unanimous vote.*

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2. Performance Improvement Committee

MOTION: Committee chair Parks Snead made a motion on behalf of the Performance Improvement Committee to approve the FY14 1st Quarter Goals and Objectives as mailed. The motion was carried by unanimous vote.

3. Personnel Committee

Committee chair Jim Sikkema reported that the Personnel Committee discussed the implementation of the Leave/Paid Time Off (PTO) proposal that will begin January 1, 2014 for all newly hired employees.

4. Finance Committee

MOTION: Acting committee chair Gary Marple made a motion on behalf of the Finance Committee to approve the Financial Policies as revised. The motion was carried by unanimous vote.

F. STAFF REPORT

1. Chief Executive Officer

Nancy Cottingham

Nancy thanked all board members for their support during the Electronic Health Record billing challenge. She assured members that a plan is in place and she will continue to keep the board informed.

Nancy thanked HR Director, Gary Ratliff for his service at Horizon and explained that Lutheria Smith, HR Consultant will be assisting the HR department during this transition and helping Nancy with the recruiting of a new HR Director.

2. Administration Department

Andre' McDaniel

André reviewed the Balance Sheet, Statement of Cash Flows and the Monthly Statement of Revenues and Expenditures Sheets handout. He also highlighted the Horizon Behavioral Health Cash and Horizon Behavioral Health Cumulative Revenue Less Expenses charts.

G. NOTICES AND REMINDERS

The next regularly scheduled meeting of the Horizon Behavioral Health Board of Directors will be Wednesday, November 13, 2013 and will be held at the Fagan Building, Fagan Conference Room, 2241 Langhorne Road, Lynchburg, VA.

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Gary Marple gave each board member present the CEO Evaluation packet with instructions on completion. The Executive Committee will meet in November to discuss outcomes with the board.

H. ADJOURNMENT

Clyde Clark made a motion to adjourn. The motion was seconded by Mary Lou Spiggle and carried by unanimous vote. The meeting was adjourned at 5:00 p.m.

Above minutes were approved at the meeting held on November 13, 2014.

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

Respectfully submitted for Mary Lou Spiggle, Secretary
By Sandy Farmer CAP-OM, CP *Executive Assistant & Recording Secretary of the
Board of Directors*