



**MINUTES OF THE FEBRUARY IN-PERSON MEETING  
OF THE  
HORIZON BEHAVIORAL HEALTH BOARD OF DIRECTORS**

**Horizon Behavioral Health  
Triple P Conference Room (In-Person)  
2215 Langhorne Road  
Lynchburg, VA**

**Board  
Approved  
4-28-22**

**February 24, 2022**

**PRESENT:** Sonya Baker City of Lynchburg In-Person Attendance  
Betty Brickhouse City of Lynchburg In-Person Attendance  
Justin Carwile Campbell County In-Person Attendance  
Andy Crawford, *Secretary* Bedford County In-Person Attendance  
Gary Marple, *Treasurer* Additional Member In-Person Attendance  
Rob Merryman Campbell County In-Person Attendance  
Bobby Shiflett Amherst County In-Person Attendance  
Jim Sikkema, *Vice Chair* Bedford County In-Person Attendance  
Mary Lou Spiggle, *Chair* Appomattox County In-Person Attendance

**ABSENT:** Chris Faraldi City of Lynchburg  
Abe Loper Additional Member

**STAFF:** Melissa Lucy, *Chief Executive Officer* In-Person Attendance  
Sandy Farmer, *Executive Assistant to the CEO* In-Person Attendance  
Sherri Walker-Thacker, *Senior Portfolio Director* In-Person Attendance  
Allen Wolfenbarger, *CFO\** Virtual Attendance

\*(Mr. Wolfenbarger attended meeting electronically following the guidelines as stated in the revised Code of Virginia Section 2.2-3708.2)

**GUESTS:** None

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**A. INTRODUCTION**

1. Call to Order/Welcome

Mary Lou Spiggle opened the meeting at 3:30 p.m. Mrs. Spiggle welcomed all in attendance.

Mrs. Spiggle congratulated Horizon Board Member Bobby Shiflett, Chief of Police of the Town of Amherst, for being awarded state Accreditation to the Amherst Police Department. Chief Shiflett stated that this award shows that our officers are taking pride in their job and wanting to be the best that they can possibly be for themselves and for their community.

2. Moment of Silence

A moment of silence was observed.

3. Adoption of the Agenda

**MOTION: Betty Brickhouse made a motion to approve the agenda as mailed. The motion was seconded by Jim Sikkema and carried by majority vote.**

**B. PUBLIC COMMENT**

There was none.

**C. MINUTES**

Consideration of the Board Meeting Minutes of December 9, 2021.

**MOTION: On behalf of Secretary Andy Crawford, Gary Marple made a motion to approve the board minutes as mailed. The motion was carried by majority vote.**

Consideration of the Executive Committee Meeting Minutes of December 9, 2021.

**MOTION: On behalf of Secretary Andy Crawford, Gary Marple made a motion to approve the Executive Committee minutes as mailed. The motion was carried by majority vote.**

**D. PROGRAM PRESENTATION – Horizon’s Outpatient Special Initiatives**

Melissa Lucy introduced the presenter, Senior Portfolio Director, Sherri Walker-Thacker. Sherri reviewed the attached PowerPoint presentation. Board chair Mary Lou Spiggle thanked Sherri for her informative presentation and for the great work she and her team are doing.



2-24-22 HBH  
Outpatient Special Init

Sonya Baker arrived at 3:47 p.m.

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**E. COMMITTEE REPORTS**

**Executive Committee – Annual Review of the Board Policies & Procedures**

On behalf of Mary Lou Spiggle, Sandy Farmer reviewed the four suggested revisions in the Board Policies & Procedures.

**MOTION: Mary Lou Spiggle made a motion from the Executive Committee to the full board to approve the Board Policies & Procedures as mailed and presented. The motion was approved by majority vote.**

**F. CHAIRMAN’S ITEM**

Mary Lou Spiggle reminded board members that each year board committee assignments are updated. The updated 2022 committee assignments are located behind the last tab in the February board packet for your information. Please let Mary Lou or Sandy know if you have any questions or would like to be assigned to another committee.

**G. CEO ITEMS**

**Enter into Closed Session – Lease or Acquisition of Real Property  
Read by Recording Secretary**

I make a consideration to enter into a Closed Meeting according to Section 2.2-3711.A.3 of the Code of Virginia in order to discuss the lease or acquisition of real property.

**MOTION: Mary Lou Spiggle made a motion to enter into a Closed Meeting in order to discuss the lease or acquisition of real property. The motion was seconded by Sonya Baker and carried by roll call vote as follows:**

<b>Sonya Baker - aye</b>	<b>Rob Merryman - aye</b>
<b>Betty Brickhouse - aye</b>	<b>Bobby Shiflett - aye</b>
<b>Justin Carwile - aye</b>	<b>Jim Sikkema - aye</b>
<b>Andy Crawford - aye</b>	<b>Mary Lou Spiggle - aye</b>
<b>Gary Marple - aye</b>	

**Exit out of Closed Session**

**Read by Recording Secretary**

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.

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

<b>Sonya Baker - aye</b>	<b>Rob Merryman - aye</b>
<b>Betty Brickhouse - aye</b>	<b>Bobby Shiflett - aye</b>
<b>Justin Carwile - aye</b>	<b>Jim Sikkema - aye</b>
<b>Andy Crawford - aye</b>	<b>Mary Lou Spiggle - aye</b>
<b>Gary Marple - aye</b>	

No recommendation at this time.

**Enter into Closed Session – Personnel Matter**

**Read by Recording Secretary**

I make 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: Andy Crawford made a motion to enter into a Closed Meeting in order to discuss a personnel matter. The motion was seconded by Sonya Baker and carried by roll call vote as follows:**

<b>Sonya Baker - aye</b>	<b>Rob Merryman - aye</b>
<b>Betty Brickhouse - aye</b>	<b>Bobby Shiflett - aye</b>
<b>Justin Carwile - aye</b>	<b>Jim Sikkema - aye</b>
<b>Andy Crawford - aye</b>	<b>Mary Lou Spiggle - aye</b>
<b>Gary Marple - aye</b>	

**Exit out of Closed Session**

**Read by Recording Secretary**

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 Rob Merryman and carried by roll call vote as follows:**

<b>Sonya Baker - aye</b>	<b>Rob Merryman - aye</b>
<b>Betty Brickhouse - aye</b>	<b>Bobby Shiflett - aye</b>
<b>Justin Carwile - aye</b>	<b>Jim Sikkema - aye</b>
<b>Andy Crawford - aye</b>	<b>Mary Lou Spiggle - aye</b>
<b>Gary Marple - aye</b>	

**MOTION #1: Andy Crawford made a motion to approve the per pay period pay increase for Horizon Residential Technicians in the Horizon Intensive Care**

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**Facilities, effective with the first pay period in March 2022. The motion was seconded by Rob Merryman and carried by majority roll call vote as follows:**

<b>Sonya Baker - aye</b>	<b>Rob Merryman - aye</b>
<b>Betty Brickhouse - aye</b>	<b>Bobby Shiflett - aye</b>
<b>Justin Carwile - aye</b>	<b>Jim Sikkema - aye</b>
<b>Andy Crawford - aye</b>	<b>Mary Lou Spiggle - aye</b>
<b>Gary Marple - abstained</b>	

**MOTION #2: Mary Lou Spiggle made a motion to approve the permanent Hybrid Work Plan allowing Horizon staff to work on-site two days per week and three days at home per week. Should there be a specific work need staff may be asked to return to on-site work on an as needed basis. The motion was seconded by Sonya Baker and carried by roll call vote as follows:**

<b>Sonya Baker - aye</b>	<b>Rob Merryman - aye</b>
<b>Betty Brickhouse - aye</b>	<b>Bobby Shiflett - aye</b>
<b>Justin Carwile - aye</b>	<b>Jim Sikkema - aye</b>
<b>Andy Crawford - aye</b>	<b>Mary Lou Spiggle - aye</b>
<b>Gary Marple - aye</b>	

Andy Crawford left at 4:34 p.m.

**CEO continued her report:**

**Strategic Plan** – The executive leadership team is currently working on this plan as requested by the Board of Directors and will have a final draft to the full board to present in July.

**Dashboard** - Melissa reviewed several items from the submitted Dashboard, included in the board packets. Melissa highlighted the Clinical Portfolio of Services section of the Dashboard and reviewed the increased recruitment efforts at Horizon. The recruitment team has scheduled monthly virtual job fairs to recruit additional staff.

**H. FINANCIAL REPORT**

Allen reviewed the January 2022 Statement of Revenue and Expenditures Monthly Report.

**I. NOTICES AND REMINDERS**

The next scheduled meeting of the Horizon Board of Directors will be **Thursday, April 28, 2022 from 3:30 p.m. until 4:30 p.m.** and the meeting will be held in-person at the Horizon Wellness Center, Triple P Conference Room, 2215 Langhorne Road, Lynchburg.

The Finance Committee is scheduled to meet to review and approve the Annual Budget presentation.

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**J. OTHER BUSINESS**

There was none.

**K. ADJOURNMENT**

***MOTION: Gary Marple made a motion to adjourn. The motion was seconded by Jim Sikkema and carried by majority vote***

The meeting was adjourned at 4:49 p.m.

***Above minutes were approved at the meeting held on April 28, 2022.***

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

***Respectfully submitted for Andy Crawford, Secretary***

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