



**Minutes of the November 13, 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 *Revised* Agenda

**MOTION: *Parks Snead made a motion to approve the agenda as revised. The motion was seconded by William Scott and carried by majority vote. William Craft, Krystal Hulette, and David Pugh, Jr. abstained due to their absence at last month's meeting.***

**B. PUBLIC COMMENT**

There was none.

**C. MINUTES**

1. Consideration of the Board Minutes of October 23, 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 October 23, 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**

Heather Keys and Amanda Kirk with the Adult and Family Services department gave an overview of client accessibility along with an update on the Access Team projects. Gary Marple thanked them on behalf of the board of directors for their informative presentation.

**E. AUDITORS REPORT**

Norman Yoder from Brown, Edwards and Company, LLP gave an overview of the FY 2013 independent audit report.

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**F. COMMITTEE REPORT**

- 1. Executive Committee

**ENTER INTO CLOSED SESSION**

*William Craft made a motion to enter into a Closed Meeting according to Section 2.2.3711.A.1 of the Code of Virginia in order to discuss personnel matters. The motion was seconded by Hunsdon Cary, III and carried by unanimous roll call vote as follows:*

James Borland - aye	David Pugh, Jr. - aye
Hunsdon Cary, III - aye	William Schneider - aye
Clyde Clark - aye	William Scott - aye
William Craft - aye	Jim Sikkema –aye
Krystal Hullette - aye	Parks Snead - aye
Dana Koenig - aye	Mary Lou Spiggle - aye
Gary Marple - aye	

*William Schneider made a motion to exit out of the Closed Session. The motion was seconded by Clyde Clark and carried by unanimous roll call vote as follows:*

James Borland - aye	David Pugh, Jr. - aye
Hunsdon Cary, III - aye	William Schneider - aye
Clyde Clark - aye	William Scott - aye
William Craft - aye	Jim Sikkema –aye
Krystal Hullette - aye	Parks Snead - aye
Dana Koenig - aye	Mary Lou Spiggle - aye
Gary Marple - aye	

**MOTION: Committee chair Gary Marple made a motion on behalf of the Executive Committee to refer to the Personnel Committee, evaluation of the rating criteria of the CEO, peer review policies if any, and salary data for future reviews. The motion was carried by unanimous vote.**

Gary Marple will meet with Nancy Cottingham to review the evaluation outcomes.

Dr. Borland left at 4:45 p.m.

**G. STAFF REPORT**

- 1. Chief Executive Officer Nancy Cottingham

Nancy reviewed several items from her submitted report.

- 2. Administration Department Andre' McDaniel

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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.

**H. NOTICES AND REMINDERS**

The next regularly scheduled meeting of the Horizon Behavioral Health Board of Directors will be Wednesday, December 11, 2013 and will be held at the Fagan Building, Fagan Conference Room, 2241 Langhorne Road, Lynchburg, VA.

There will also be a Holiday Open House from 2:30 p.m. until 4:00 p.m. hosted by the Administration and Performance Improvement departments. Please join us if you are able.

**I. ADJOURNMENT**

***Mary Lou Spiggle made a motion to adjourn. The motion was seconded by Dana Koenig and carried by unanimous vote.*** The meeting was adjourned at 4:57 p.m.

Above minutes were approved at the meeting held on December 11, 2013.

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*