

**COLONIAL BEHAVIORAL HEALTH  
BOARD MEETING**

**TIME:** 1:30 p.m.

**DATE:** August 28, 2020

Dr. Alfred Brassel, Chairman, called the meeting to order. For the record, this is a meeting of the CBH Board of Directors, being held by electronic means without a quorum being physically assembled in one place. This action was taken because of the health emergency resulting from the Coronavirus pandemic, making an assembly of the board and staff and members of the public in one place unsafe because of the highly contagious nature of the coronavirus pandemic.

**BOARD MEMBERS PRESENT:**

Dr. Alfred Brassel - York County  
Mr. Ryan Ashe - James City County  
Ms. Rebecca Vinroot - James City County  
Mr. Bruce Keener - York County  
Ms. Hazel Braxton - Williamsburg  
Ms. Sheri Newcomb - York County  
Ms. Wendy Evans - Williamsburg  
Dr. Baljit Gill - York County  
Mr. John Kuplinski - York County  
Mr. Talbot Vivian - York County  
Ms. June Hagee - James City County  
Ms. Sherry Wharton - Poquoson

**STAFF PRESENT:**

Mr. David Coe  
Dr. Dan Longo  
Ms. Kari Traver  
Ms. Marsha Obremski  
Ms. Nancy Shackelford  
Ms. Debbie Townsend-Pittman  
Mr. Keith German  
Ms. Anita Michalec

**GUEST:**

Josh Rubin, HMA Consultant  
Gail Mayeaux, HMA Consultant

**BOARD MEMBERS ABSENT:**

Ms. Cindy Spitzer - Poquoson  
Ms. Kristin Nelson - York County  
Ms. Terry Christin - James City County

**PUBLIC COMMENT:**

None.

**CONSENT CALENDAR:**

The Consent Calendar was presented for approval of the following minutes:

1. Board of Directors Meeting of February 4, 2020
2. Executive Committee Meeting of February 18, 2020
3. Administration Committee Meeting of February 18, 2020
4. Public Awareness Committee Meeting of February 19, 2020
5. Board of Directors Meeting of June 2, 2020
6. Honoring Resolution – Outgoing Board Member M. Diggs
7. Board Committees and Legislative Team Appointments

Ms. Braxton motioned to approve the items on the Consent Calendar as presented. On a roll call vote, the vote was AYE: 12, NAY: 0.

**Action Item A-1** was presented for approval of the CBH Furlough Policy. The policy was developed by Leadership during the earlier phases of the pandemic and is believed by Leadership to be effective for future events as they may occur (including possible Stay At Home orders related to resurgence of COVID-19). This policy has undergone legal review by the CBH attorney and is presented for final Board consideration. Discussion.

Mr. Vivian motioned to approve the CBH Furlough policy as presented. On a roll call vote, the vote was AYE: 12, NAY: 0.

**Action Item A-2** was presented for approval of the CBH Reduction in Force Policy. A Reduction in Force Policy is designed to govern decisions/processes related to layoffs, and employee separations due to fiscal or programmatic changes. The guidance and structure provided by this policy will be both useful and protective of CBH in the days, months and years ahead. This policy has also undergone legal review from the CBH attorney.

Mr. Keener motioned to approve the CBH Reduction in Force Policy as presented. On a roll call vote, the vote was AYE: 12, NAY: 0

**Action Item A-3** was presented for approval of the Extension of the CBH FY 2020 Approved Budget. Discussion.

Mr. Vivian motioned that the CBH FY 2020 Approved Budget be extended for FY 2021 through December 31, 2020; or until sufficient information is available to develop and approve the FY 2021 budget; whichever comes first. On a roll call vote, the vote was Aye: 12, NAY: 0

**PRESENTATION:** Health Management Associates (HMA) - G. Mayeaux/J. Rubin

Ms. Gail Mayeaux, and Joshua Rubin, HMA Consultants, provided a power point presentation and further information and details on contents of the Health Management Associates Report. This report was conducted to explore options for potential integrated care or co-location of two community-based regional organizations to provide primary care and behavioral healthcare services to residents of James City County, York County and Williamsburg. Discussion.

**EXECUTIVE DIRECTOR'S REPORT:**

The Executive Directors Report was provided in writing and distributed to Board Members.

Mr. Coe introduced Ms. Sherry Wharton. Ms. Wharton has been appointed to the CBH Board of Directors as a representative for the City of Poquoson.

Mr. Coe reported that notification was received from the IRS that "Friends of Integrated Community Healthcare", the foundation created to support our efforts related to integrated care has been granted tax-exempt status. The process was extensive and lengthier due to the pandemic, however; final notification was received in August.


It was noted that most CBH services continue to operate via Telehealth. However, plans have been developed for a gradual reopening to the public per CDC, Health Department, DBHDS Licensing

and DMAS guidance. However, plans are subject to change in adherence with guiding rules and regulations.

Mr. Coe stated that the next scheduled Board meeting is October 6, 2020 and moving forward meetings will resume on a monthly basis.

There being no further business to discuss, the meeting adjourned at 3:56 p.m.

  
Dr. Alfred Brassel, Chair

  
Dr. Baljit Gill, Secretary