



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

**Horizon Behavioral Health
Triple P Conference Room
2215 Langhorne Road
Lynchburg, VA**

**Board
Approved
4-27-23**

February 23, 2023

PRESENT:	Sonya Baker	City of Lynchburg	In-Person Attendance
	Betty Brickhouse, <i>Chair</i>	City of Lynchburg	In-Person Attendance
	Justin Carwile	Campbell County	In-Person Attendance
	Chris Faraldi	City of Lynchburg	In-Person Attendance
	Abe Loper	Additional Member	In-Person Attendance
	Jim Sikkema, <i>Vice Chair</i>	Bedford County	In-Person Attendance
	Mary Lou Spiggle	Appomattox County	In-Person Attendance
ABSENT:	Andy Crawford, <i>Secretary</i>	Bedford County	
	Gary Marple	Additional Member	
	Rob Merryman, <i>Treasurer</i>	Campbell County	
	Bobby Shiflett	Amherst County	
STAFF:	Melissa Lucy	<i>Chief Executive Officer</i>	In-Person Attendance
	Sandy Farmer	<i>Executive Assistant to CEO</i>	In-Person Attendance
	Matt Hartsook	<i>Chief Financial Officer</i>	Virtual Attendance
GUESTS:	None		

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A. INTRODUCTION

- 1. Call to Order/Welcome
Mrs. Brickhouse opened the meeting at 3:34 p.m. and welcomed all in attendance.
- 2. Moment of Silence
A moment of silence was observed.
- 3. Adoption of the Agenda
MOTION: Chris Faraldi made a motion to approve the agenda as mailed. The motion was seconded by Abe Loper and carried by majority vote.

B. PUBLIC COMMENT

There was none.

C. MINUTES

Consideration of the Board Meeting Minutes of December 8, 2022.

MOTION: On behalf of Secretary Andy Crawford, Sonya Baker made a motion to approve the board minutes as mailed. The motion was seconded by Jim Sikkema and carried by majority vote.

D. BOARD TRAINING – DEPARTMENT PRESENTATION – Information Technology

Melissa introduced Rob Viohl, Director of Information Technology at Horizon, who reviewed a PowerPoint presentation on the Information Technology Services Year in Review. Board Chair Betty Brickhouse thanked Rob for his thorough and updated presentation.

Justin Carwile arrived at 3:52 p.m.

E. COMMITTEE REPORT

1. Executive Committee - The Executive Committee members met prior to the board meeting to conduct the annual review of the Horizon Board Policies & Procedures. There were no recommended revisions to the Horizon Board Policies & Procedures.

2. Membership, Bylaws and Board Development Committee

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

Sonya Baker - aye	Abe Loper - aye
Betty Brickhouse - aye	Jim Sikkema - aye
Justin Carwile - aye	Mary Lou Spiggle - aye
Chris Faraldi - aye	

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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: Sonya Baker made a motion to exit out of the Closed Meeting. The motion was seconded by Abe Loper and carried by roll call vote as follows:

Sonya Baker - aye	Abe Loper - aye
Betty Brickhouse - aye	Jim Sikkema - aye
Justin Carwile - aye	Mary Lou Spiggle - aye
Chris Faraldi - aye	

MOTION: Horizon Behavioral Health Board of Directors Chair, Betty Brickhouse, made a motion on behalf of the Membership, Bylaws and Board Development Committee, to notify the Appomattox County Board of Supervisors of the Horizon Behavioral Health Board of Directors request to recommend an alternative board appointee to the Horizon Membership, Bylaws and Board Development Committee, due to the potential for perceived or actual conflict of interest. The motion was seconded by Chris Faraldi and approved by the following roll call vote:

Sonya Baker - aye	Abe Loper - aye
Betty Brickhouse - aye	Jim Sikkema - aye
Justin Carwile - aye	Mary Lou Spiggle – abstained
Chris Faraldi - aye	

The motion was carried by majority vote.

F. CHAIRMANS ITEMS

In the back of the Board Meeting tab, members will find the 2023 Board Committee assignments. All committee assignments remained the same as the previous year and if you have any questions about your assignment, please let Sandy know.

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: Abe Loper 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 Jim Sikkema and carried by roll call vote as follows:

Sonya Baker - aye	Abe Loper - aye
Betty Brickhouse - aye	Jim Sikkema - aye

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<i>Justin Carwile - aye</i>	<i>Mary Lou Spiggle – aye</i>
<i>Chris Faraldi - aye</i>	

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: Abe Loper made a motion to exit out of the Closed Meeting. The motion was seconded by Sonya Baker and carried by roll call vote as follows:

<i>Sonya Baker - aye</i>	<i>Abe Loper - aye</i>
<i>Betty Brickhouse - aye</i>	<i>Jim Sikkema - aye</i>
<i>Justin Carwile - aye</i>	<i>Mary Lou Spiggle – aye</i>
<i>Chris Faraldi - aye</i>	

MOTION: Chris Faraldi made a motion to approve the purchase of a building for the Crisis Receiving Center (CRC). The motion was seconded by Jim Sikkema and carried by the following roll call vote:

<i>Sonya Baker - aye</i>	<i>Abe Loper - aye</i>
<i>Betty Brickhouse - aye</i>	<i>Jim Sikkema - aye</i>
<i>Justin Carwile - aye</i>	<i>Mary Lou Spiggle – aye</i>
<i>Chris Faraldi - aye</i>	

Motion approved.

CEO items continued:

Title VI Grant for ICF Van – Horizon (HBH) is applying for a grant from the Virginia Department of Rail and Public Transportation (DRPT), to pay for two wheelchair accessible vans for our Intermediate Care Facilities (ICF). The DRPT requires grant recipients document policies and practices that ensure funds are used in a manner that is non-discriminatory as required by Title VI of the Civil Rights Act which prohibits discrimination on the basis of race, color or national origin. The document details how we incorporate nondiscrimination policies and practices in providing services. The document includes the following: An overview of HBH services; a signed statement of compliance with Title VI; identification of a Title VI Manager to ensure compliance through data collection, monitoring and reporting (duties are identified in the plan document); requirements regarding public notification of HBH’s Title VI obligations; establishes client complaint procedures; establishes procedures for ensuring Limited English Proficient (LEP) persons have meaningful access to transportation services afforded by the grant; addresses minority representation on transit-related non-elected planning and advisory committees.

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MOTION: *Mary Lou Spiggle made a motion to approve the review of the Title VI Plan required for the Intermediate Care Facility (ICF) Van Grant Application. The motion was seconded by Sonya Baker and carried by majority vote.*

CARF Accreditation – Melissa reported how proud she is to share news that CARF International announced that Horizon has received another full-accreditation status for a period of three years! This latest accreditation is the eleventh consecutive Three-Year Accreditation that the international accrediting body, CARF, has awarded Horizon, and we are proud to brandish this longstanding achievement! This accreditation decision represents the highest level of accreditation that can be given to an organization and shows an organization’s substantial conformance to all CARF standards. In order to achieve this accreditation status, Horizon has undergone a rigorous peer review process, demonstrating to a team of highly qualified surveyors during an on-site visit, our commitment to offering programs and services that are measurable, accountable, and of the highest quality.

In the award letter, President/CEO of CARF International, Brian J. Boon, recognizes that, “This achievement is an indication of your organization’s dedication and commitment to improving the quality of the lives of the persons served. Your organization should take pride in achieving this high level of accreditation.”

I would like to thank the Horizon Board of Directors for your continued support and cooperation throughout the accreditation process that amounted to a successful site visit in December and appreciation for Gary Marple taking his time to be interviewed by CARF on behalf of Horizon. Thank you all for all that you do!

The Department of Behavioral Health and Development Services (DBHDS) Commissioner Nelson Smith, will be visiting Horizon on March 8, 2023. An update will be presented at the April Board Meeting.

Horizon Team Spotlights – Included in your board packets this month are the Team Spotlights for the Horizon Physical Plants and Facilities Team, honored in January, and the Horizon School Based Services Team, honored in February.

FY23-25 Strategic Plan Updates – 1st Quarter (July – September) and 2nd Quarter (October – December) updates included in your packet show that all targets were met on time.

H. FINANCIAL REPORT

Matt Hartsook reviewed the January 2023 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 27, 2023 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.

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The Finance Committee is scheduled to meet to conduct the Annual Review of the Horizon FY24 Budget.

J. ADJOURNMENT

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

The meeting was adjourned at 5:09 p.m.

The above minutes were approved at the meeting held on April 27, 2023.

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