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# January 2022 Board of Directors Meeting Minutes

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## Call to order

A meeting of the Board of Directors of Rappahannock Area Community Services Board was held online via Zoom on January 18, 2022. Attendees included Linda Carter, Ken Lapin, Matt Zurasky, Debbie Draper, Linda Ball, Greg Sokolowski, Melissa White, Susan Gayle, Nancy Beebe, Carol Walker, Jane Yaun, Brandie Williams, Michelle Wagaman, Tina Cleveland, Michelle Runyon, Jacquie Kobuchi, Amy Umble, Joe Wickens, and Teresa McDonnell. Lawrence Davies and Kheia Hilton were not present.

## November 16, 2021 Minutes Board of Directors

The Board approved the minutes from the November meeting.

**ACTION TAKEN:** The Board approved the minutes.

Moved by: Susan Gayle Seconded: Greg Sokolowski

## Employee of the Quarter

Jane announced Tameika Bradley, Developmental Services Support Coordination Supervisor as the Employee of the Quarter for FY 2022 2<sup>nd</sup> Quarter.

## Employee Service Awards

Jane Yaun announced that the following employees had celebrated anniversaries for years of service

Five Years:            Ten Years

Mary Ann Byrum – Jennifer Hitt – Outpatient Services Nurse Manager  
Mental Health Outpatient Nurse

Lauren Fulcro –  
Fifteen Years

Jacqueline Kobuchi –

## Board Presentation: Social Media/Communication

Amy Umble presented the point of communication at RACSB and what it means. This included the different areas of communication at RACSB. She explained the different ways communication allows RACSB to be noticed and how important it is to be a brand ambassador. She also explained social media and how we can share information properly.

## Consent Agenda

I. RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE, January 11, 2022

- A. 1. Information only – Extraordinary Barriers List – December 2021
- A. 2. Information only - Independent Assessment Certification and Coordination Team (IACCT) Update
- A. 3. Information only – Information Technology/Electronic Health Record Update
- A. 4. Information only – December 2021 Wait List
- A. 5. Information only – Quality Assurance Report – Chart Reviews
- A. 6. Information only – Data Dashboard – Behavioral Health and Developmental Services

II. RECOMMENDED: FINANCE COMMITTEE, January 11, 2022

- B. 1 Approved – November 2021 Financial Report
- B. 2 Information Only – November 2021 Investment Report
- B. 3 Information Only – November 2021 Reimbursement Report
- B. 4 Information Only – November 2021 Health Insurance Account Report
- B. 5 Information Only – July 2021 Other Post-Employment Benefits Review
- B. 6 Information Only – COVID-19 Impact – Payroll Statistics

III. RECOMMENDED: PERSONNEL COMMITTEE, November 9, 2021

- C. 1 Information Only – December 2021 EEO Report and Recruitment Update
- C. 2 Information Only – December 2021 Retention Report

**ACTION TAKEN:** The Board approved the consent agenda, including all recommended actions.  
Moved by: Ken Lapin Seconded: Linda Ball

## Items for full Board Discussion/Vote

Jane brought a recommendation for a one-time bonus based on years of service and a 1% cost of

## Board Time

Linda Ball stated she liked the idea of doing a video for staff. She also thanked Debbie for everything she has done for RACSB.

Matt Zurasky thanked Debbie for her dedicated advocacy. He also suggested that the board consider applying the money that would have been used for onetime bonuses toward rising health insurance costs.

**ACTION TAKEN:** The Board of Directors voted to consider applying funds to defray health insurance costs.

Moved by: Matt Zurasky Seconded: Melissa White

Susan Gayle wanted to thank Debbie for everything and also thanked everyone helping to get us through these hard times.

Carol Walker stated that she appreciated everyone for their assistance and understanding with explanations and background information of RACSB. She is honored to be a part of the caring environment of this Board and staff.

Greg Sokolowski thanked Debbie and wished her the best.