



BOARD OF DIRECTORS MEETING MINUTES July 11, 2023

The Richmond Behavioral Health Authority (RBHA) Board of Directors met **in the Boardroom at 107 S. 5th Street in Richmond, Virginia 23219.**

RBHA Board members present: Tameisha Archer; Irvin Dallas, Chair; Kristi Babenko; Karah Gunther, Vice Chair; Dr. Brian Maiden via Zoom; Malesia **"Nikki" Taylor**, Secretary/Treasurer; and Stephen Willoughby.

RBHA Board members absent: Jenny Aghomo; Scott Cannady; Shauntelle Hammonds; Dr. Cynthia Newbille; Rev. Dana Sally-Allen; Eduardo Vidal; and Ashley Young.

Staff present: Dr. John Lindstrom, CEO; Amy Erb; Bill Fellows; Susan Hoover; Dr. Jim May; Shenee McCray; Carolyn Seaman; and Meleese Evans, Executive Assistant.

RBHA's Legal Counsel: Jon Joseph of Christian & Barton, LLP.

Guests: None.

Proceedings:

- The meeting was called to order at 3:03 p.m. by Irvin Dallas, Board Chair.
- Public Comment: None.
- Approval of the Board meeting minutes for **June 13**, 2023, was tabled until the next meeting; as, a quorum was not present.

Employee Recognitions

- Sadie Hasenfus, Discharge Case Manager in the Adult Mental Health Crisis Stabilization Unit, was recognized as employee of the month.
- Substance Use Disorders North Campus Leadership was recognized as Team of the month.

Board Chair Report – Irvin Dallas

- Irvin Dallas congratulated Dr. Lindstrom, Jon Joseph, and the Executive Leadership Team for successfully completing negotiations with the new electronic health record vendor.

Chief Executive Officer's Report - Dr. John Lindstrom

- The CEO Report was discussed and is included in today's Board meeting packet and with today's meeting minutes.
- Due to lack of a quorum at today's meeting, and with no objections of those present in today's meeting, the Executive Committee will meet to discuss approval to proceed with the following: Virginia Supportive Housing proposal, proposed amendment to RBHA's policy increasing rate of annual leave accrual and proposed Paid Parental Leave Policy.

RBH Foundation (RBHF) Report – Carolyn Seaman

- Carolyn Seaman discussed the RBH Foundation Report to RBHA Board and Staff and asked the Board to review the report **included in today's** Board meeting packet.
- Carolyn stated they are planning an open house at the North Campus on 10/11th, between 10am -2pm, and encouraged Board members to attend.

Committee Reports:

Access & Service Delivery Committee – Rev. Dana Sally-Allen

- A draft report of the Access and Service Delivery Committee meeting is included in today's Board meeting packet.

Advocacy & Community Education Committee –Scott Cannady

- The Advocacy and Community Education Committee has not met since the last Board meeting.

Executive Committee – Irvin Dallas

- The Executive Committee met and discussed the nomination received for the Wayne Blanks Service in Recovery Award, the Board retreat, and meeting with the City's Chief Administrative Officer around RBHA's status and financial support.
- The Executive Committee met again in closed session.
- Draft reports of the meetings are included in today's Board meeting packet.

Finance Committee Report –Malesia "Nikki" Taylor

- Total cash in the bank at May 31st was \$29.3 million, and RBHA's share of that cash is \$9.6 million.
- RBHA's current operating reserve ratio for May was 1.01 or enough to cover 2 months of expenses.
- RBHA's net worth is \$17.2 million and year to date net income on May 31st was \$15.0 million.
- Gross Accounts Receivable (AR) is \$7.0 million and net AR, after the allowance for doubtful accounts, is \$3.7 million due from the Managed Care Organizations.
- The note payable balance at May 31st was \$2.6 million.
- A draft report of the meeting is included in today's Board meeting packet.

Human Resources Committee –Karah Gunther

- The Human Resources Committee has not met since the last Board meeting.

Nominating & By-Laws Committee – Tameisha Archer

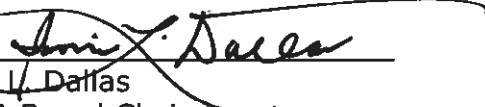
- The Nominating and By-Laws Committee has not met since the last Board meeting.

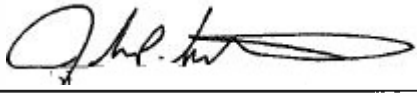
Presentation: Mental and Behavioral Health Dockets in General District and Circuit Courts was presented by Margaret McQuail, LCSW, Program Supervisor II. The presentation is included with today's meeting minutes.

The meeting adjourned at 4:33 p.m.

The next Board of Director's meeting will take place on **Tuesday, September 5, 2023, at 3:00 p.m., in the Boardroom at RBHA, 107 S. 5th Street, Richmond, VA 23219.**

Respectfully Submitted:


Irvin L. Dallas
RBHA Board Chair


Dr. John P. Lindstrom
Chief Executive Officer

Richmond Behavioral Health Authority
Board of Directors
Chief Executive Officer's Report
July 11, 2023

We once again find ourselves wrapping up a successful year of service to the community and diving head-on into a new operating year. Staff are appreciative of the Board's approval of the FY 2024 budget, particularly the included 8 percent across the board compensation increase.

Planning is underway for a potential meeting of the General Assembly's Behavioral Health Commission at RBHA on July 18th. Programmatic leaders on our Executive Team will provide a brief tour and present a snapshot of RBHA's services prior to the Commission's formal meeting. The entire event is tentatively scheduled to commence at 2:00 in the main building, then reconvene in the 420 building for the meeting. Members of the RBHA Board of Directors are welcome to attend. Once details are finalized, you will receive an update on the agenda/schedule.

June was an exciting month as we were able to conclude the purchase of the Chelsea Hill building. The funds were transferred, and the transaction recorded, adding one additional location to our ownership and subtracting one from the under-lease category. Now that the building is completely under our control, we can begin the process of planning for expanded use, including locating a primary care satellite clinic and eventually moving Recovery Plus (Methadone Clinic) to that location for leased space on Cary Street.

The year long process of acquiring a new Electronic Health Record platform was concluded on June 30, with a fully executed contract with Netsmart. Many thanks to our EHR acquisition team, our consultants, and Jon Joseph (Christian & Barton) for helping to push toward a successful conclusion. I truly believe

that the best product was selected, the best possible terms negotiated, and a well-constructed implementation plan crafted. Implementation will kick-off in September, with a projected go-live date of October 1, 2024.

We are celebrating a few anniversaries. This month marks the 9th anniversary of the launch of the RICH Clinic. The clinic has now served over 4000 individuals, many of whom consider RICH as their primary care home. This year also marks the 5th anniversary of the re-established Outpatient Services unit located at our main office building.

Throughout the spring, work was accomplished in preparation for a new learning platform. For years, RBHA has used My Learning Point; however, it has now been replaced by Relias. Staff training records have been transferred and new continuing education accounts have been set up for all personnel and went live July 1. As a result of regional collaboration and regional training funds, implementation year costs were paid from regional funds to the benefit of all 7 CSBs/BHAs in Region 4. All Region 4 boards will be using the same learning platform for the first time, ever!

You will find attached an updated proposal from Virginia Supportive Housing which would provide RBHA access to 15% of the 80 housing units (12) if developed on two lots owned by RBHA in Highland Park. The concept was briefly introduced at our June meeting, and, at this time, we are asking for Board support in moving forward with working out details of the agreement and property transaction.

Our Senior Leadership Team has been investigating strategies to enhance the employment experience. At this time, a proposal to adopt a parental leave policy is under development. The SLT has completed its recommendation for amending our policy pertaining to the granting of vacation leave. In essence, the SLT is recommending increasing the rate of leave accrual while keeping the carry-over cap at current

levels. The attached summary of current and proposed leave accumulation was modeled after that of Henrico County.

Next up will be to finish implementing the Position Control database which is underway with the assistance of Keele & Company, investigating the possible acquisition of Budget Development Software, and planning for a Compensation & Classification study which we hope to complete prior to FY 25 budget development.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John P. Lindstrom", with a long, sweeping horizontal flourish extending to the right.

John P. Lindstrom, Ph.D., LCP
Chief Executive Officer

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Executive Director

June 20, 2023

Dr. John P. Lindstrom, Ph.D., LCP
Chief Executive Officer
Richmond Behavioral Health Authority
107 South Fifth Street
Richmond, Virginia 23219

SUBJECT: Proposal for 2900 Rady Street and 2825 5th Avenue

Dear Dr. Lindstrom,

Virginia Supportive Housing (VSH) is pleased to submit this proposal to you and the Richmond Behavioral Health Authority (RBHA) Board of Directors for the acquisition and development of the RBHA-owned sites at 2900 Rady Street and 2825 5th Avenue to create eighty (80) units of supportive housing for people experiencing homelessness.

Virginia Supportive Housing's mission is to end homelessness. Founded in 1988, VSH was the first non-profit in Virginia to develop and provide permanent supportive housing for homeless single adults. The VSH model works – 97% of program participants do not return to homelessness! The Richmond region currently needs 350 additional units of supportive housing for individuals experiencing homelessness.

Team members from RBHA and VSH work together every day to provide services to some of our most vulnerable neighbors. Earlier this year, our teams met to discuss a potential VSH supportive housing development on RBHA land. The VSH real estate team analyzed four RBHA-owned sites (2801 5th Avenue, 2819 5th Avenue, 2900 Rady Street, and 2825 5th Avenue). Based on the size and topography of the parcels, VSH has determined 2900 Rady Street (0.92 acres) and 2825 5th Avenue (0.81 acres) are best suited for developing an apartment community.

VSH proposes developing eighty studio apartments (each about 350 square feet) of supportive housing at 2900 Rady Street. The 40,000 square foot building would include staff offices for property management and services, a staffed front desk, a community room with kitchen, computer lab and phone room for residents, laundry facilities, on-site parking, and a security system. Each apartment would have a private full bathroom and kitchen with full-size appliances.

VSH estimates project costs of \$20 million and will apply for all project funding and project-based rental subsidies; including regional HOME-ARP funding from the City of Richmond, Henrico County, and Chesterfield County; 2024 Low Income Housing Tax Credits; Virginia Department of Housing and Community Development (DHCD) HOME, Virginia Housing Trust Fund, National Housing Trust Fund, and Housing Innovations in Energy Efficiency (HIEE) funds; Federal Home Loan Bank of Atlanta AHP funds; a Virginia Housing REACH loan and private foundation and grant funds.

Construction would begin in approximately Spring of 2026 and would take a little more than a year to complete. VSH would contract with an architect and a general contractor.

VSH respectfully requests RBHA consider the donation of 2900 Rady Street and 2825 5th Avenue to VSH for the purpose of developing supportive housing. VSH proposes to reserve twelve units (15% of the units in the building) for RBHA permanent supportive housing participants utilizing a referral, funding, and rental assistance process similar to the one currently in place for VSH's New Clay House where five units have been set aside for RBHA.

The next step is for VSH to provide RBHA with a purchase agreement that once executed would serve as site control for the City's SUP process and various funding applications. Once VSH secures zoning and project funding, RBHA would finalize the donation of the site to VSH.

Attached please find a site map and preliminary layout along with photos of three recent VSH supportive housing developments.

Thank you for your partnership and consideration of our request.

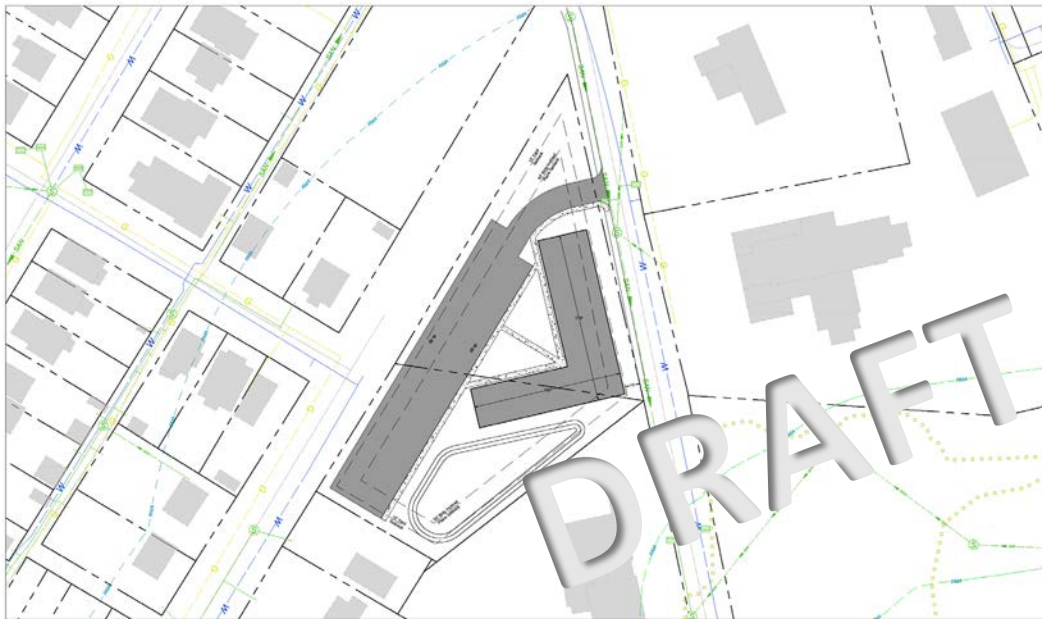
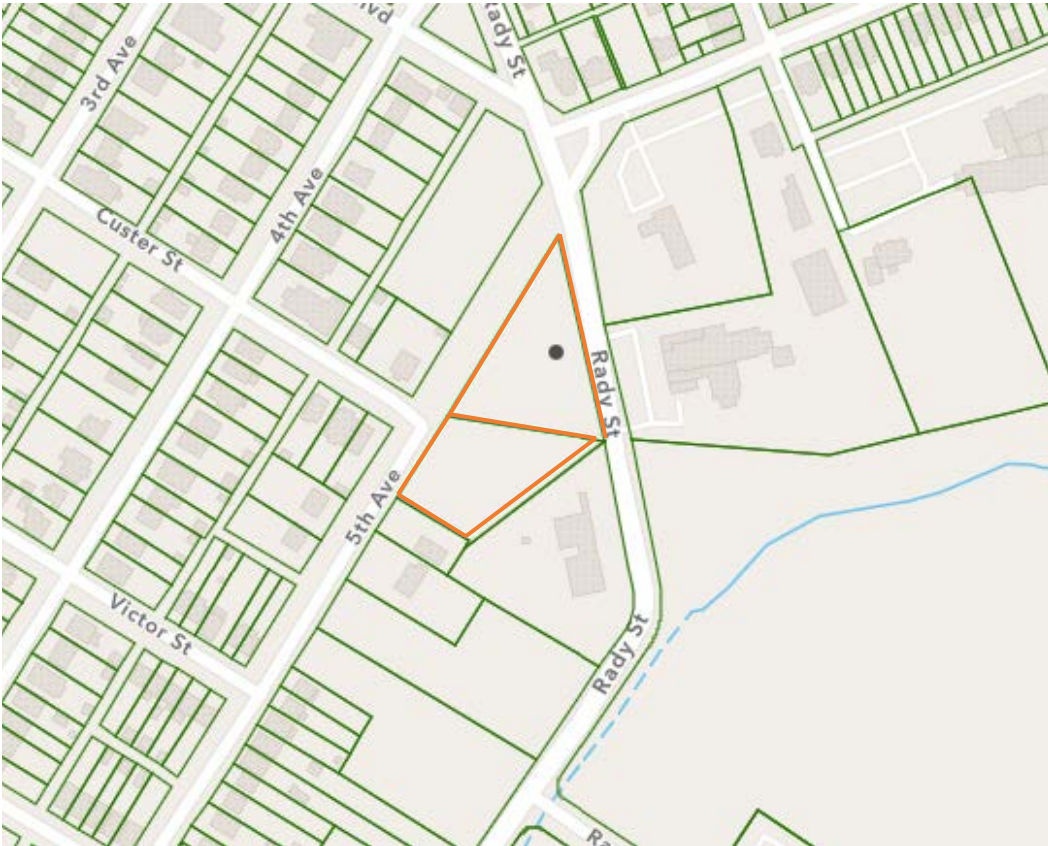
Please contact me directly at (804) 332-0500 if I can provide additional information.

Sincerely,

Allison Bogdanovic

Allison Bogdanovic
Executive Director

The Site



2900 Rady Street

Test Fit 001 - May 16, 2023



Project Summary:
Address: 2900 Rady Street & 2733 9th Ave, Richmond, VA 23223
Building: Church (underground)
Special Use: Church or Assembly, Antiquated
Parking: 52 ±
SPIN: 80 ± ±
Prepared By: 2023/05/16 Virginia Supplemental Planning Church
Special Address: Special Construction Classifications



Permanent Supportive Housing Examples

New Clay House, Richmond, VA- 80 units for formerly homeless and low-income individuals.



Church Street Station Studios, Norfolk, VA- 80 units for formerly homeless and low-income individuals



Crescent Square, Virginia Beach, VA- 80 units for formerly homeless and low-income individuals



Summary of proposed leave adjustments:

Years of service	Current hourly Vacation Accrual	# of days	Proposed Vacation Accrual	# of days	# of employees
1-5	3.7	12.03	4.62	15.02	502
5-10	4.6	14.95	5.77	18.75	108
10-15	5.5	17.88	6.92	22.5	54
15-20	6.6	21.45	8.07	26.25	24
20+	7.4	24.05	9.23	30	44

In addition to removing probationary period for new employees that vacation time cannot be utilized until six months of employment has been reached.

Recommended RBHA Employee Handbook updates highlighted below:

Vacation: Full-time employees are eligible for vacation with pay [see special leave policy for Youth Day Treatment staff]. The schedule for earning vacation is as follows:

Length of Continuous Service Following Start of Full-time employment Paid Vacation

Less than 5 years	4.62 hours per pay period
5 but fewer than 10 years	5.77 hours per pay period
10 but fewer than 15 years	6.92 hours per pay period
15 but fewer than 20 years	8.07 hours per pay period
More than 20 years	9.23 hours per pay period

Vacation time must be taken in a minimum of one-hour increments. After one hour, vacation may be taken in quarter-hour increments. Although vacation will accrue each pay period, ~~vacation may not be used during the first 6 months of employment.~~ Staff must submit a RBHA Leave Request form to their supervisor at least two (2) weeks in advance when requesting leave from the Authority, unless waived by the supervisor **via Power Time**. The Authority reserves the right to determine when employee vacations are actually granted, taking into account operating requirements, length of service, and/or staffing levels. Therefore, leave will be authorized only with Supervisory approval.

An employee, who is absent without leave, suspended, or in an approved leave-without-pay status will not accrue vacation for the relevant pay period(s).

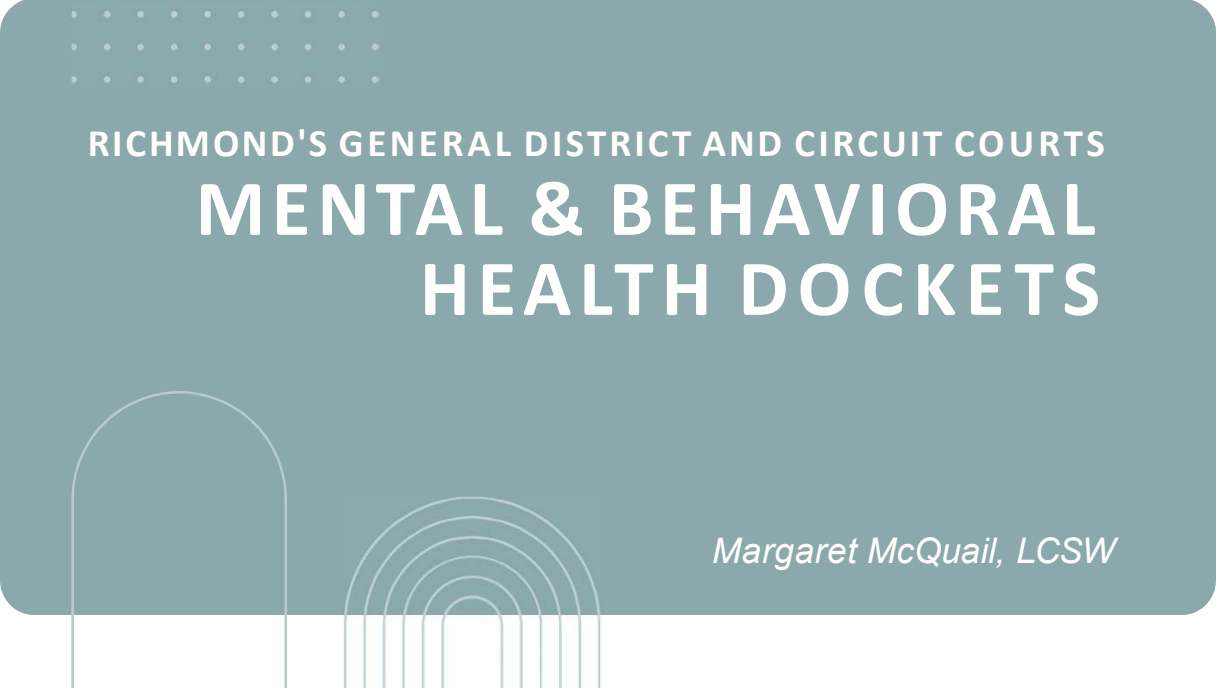
Employees may carry over accrued vacation from one calendar year to the next in the following amounts, based on years of service. Accrued, unused vacation time greater than that described below will be forfeited on the last day of the calendar year.

Years of Service as of Employee's Anniversary Date	Maximum Vacation Leave Carry Over
Less than 5 years	192 hours =24 days
5 to 10 years	240 hours =30 days
10-15 years	288 hours =36 days
15-20 years	336 hours =42 days
More than 20 years	384 hours =48 days

Employees terminating employment with the Authority are entitled to payment for unused vacation up to the maximum carry-over amount defined above if they have completed at least one year of employment with the Authority, worked throughout the required notice, and are not leaving as a result of Authority discharge. **If an Authority holiday falls within an employee's vacation period, such holiday will not be considered as part of the vacation.**

RICHMOND'S GENERAL DISTRICT AND CIRCUIT COURTS
**MENTAL & BEHAVIORAL
HEALTH DOCKETS**

Margaret McQuail, LCSW



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PRESENTATION OVERVIEW

- 01.** **SYNOPSIS**
History & Goals
- 02.** **BASICS**
Program Structure
- 03.** **OUTCOMES**
Data
- 04.** **SUCCESS STORY!**
Nigel Crooks



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SYNOPSIS

The Behavioral Health Dockets offer **treatment** as an alternative to conviction and incarceration for individuals who experience severe mental illness or co-occurring disorders.



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GOALS

- *Reduce recidivism*
- *Increase access to treatment*
- *Decrease jail crowding*



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HISTORY

In 2011, Richmond was one of the first jurisdictions in Virginia to start a Mental Health Docket in General District Court.



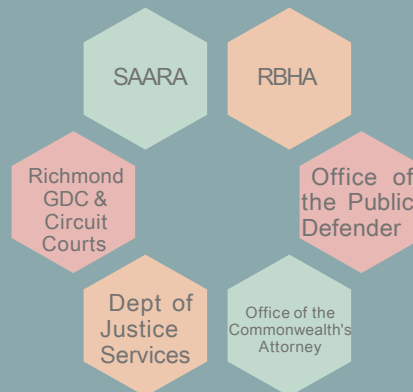
In 2020, the Behavioral Health Docket was established in Circuit Court.



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BASICS

The Behavioral Health Dockets (BHDs) are collaborative, inter-agency partnerships



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EXPECTATIONS

CLINICAL

Adhere to individualized behavioral health treatment.

- e.g. psychiatric care, case management, individual & group therapy, substance use treatment, etc.

LEGAL

Adhere to the requirements of probation supervision & attend court hearings every 14-35 days. .

- e.g. regular office visits, drug & alcohol screens, group treatment

Of note, participants engage for a minimum of 6 months in GDC and 12 months in Circuit.



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ELIGIBILITY

LEGAL

PENDING charge in Richmond GDC or Circuit Court.

CLINICAL

Diagnosis of a Serious Mental Illness or co-occurring disorders per RBHA assessment

SUPERVISION

Medium to High Criminogenic Risk per Pretrial assessment

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OUTCOMES

Outcomes are related to adherence to:

- mental health treatment
- substance use treatment
- probation requirements

If successful, a participant's charges may be:

- dismissed
- nolle prosequi
- reduced
- or jail time can be suspended



DATA



GENERAL DISTRICT

In FY23, 10 individuals' cases were finalized. 30% were successful in completing the program.



CIRCUIT

In FY23, 7 individuals' cases were finalized. 42% were successful in completing the program.



GENERAL DISTRICT DATA

- The General District Court Mental Health Docket assessed 32 referrals in FY23
 - 50% experienced co-occurring mental health and substance use disorders
 - There are 12 active participants and 6 individuals in the referral process
 - Common mental health diagnoses include Schizoaffective Disorder, Posttraumatic Stress Disorder, Generalized Anxiety Disorder, Alcohol Use Disorder, Cannabis Use Disorder, Opioid Use Disorder
 - Common charges include Assault on Law Enforcement, Assault & Battery, Elude / Disregard Police, Disorderly Conduct



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CIRCUIT DATA

- The Circuit Court Behavioral Health Docket assessed 21 referrals in FY23
 - 66% experienced co-occurring mental health and substance use disorders
 - There are 9 active participants and 5 individuals in the referral process
 - Common mental health diagnoses include Schizophrenia, Posttraumatic Stress Disorder, Alcohol Use Disorder, Cocaine Use Disorder
 - Common charges include Assault on Law Enforcement, Petit Larceny, Elude / Disregard Police, Possession of Controlled Substance



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IN THE NEWS!

A NEW APPROACH

Finding hope in courts' behavioral health dockets

David Ress | Jan 21, 2023

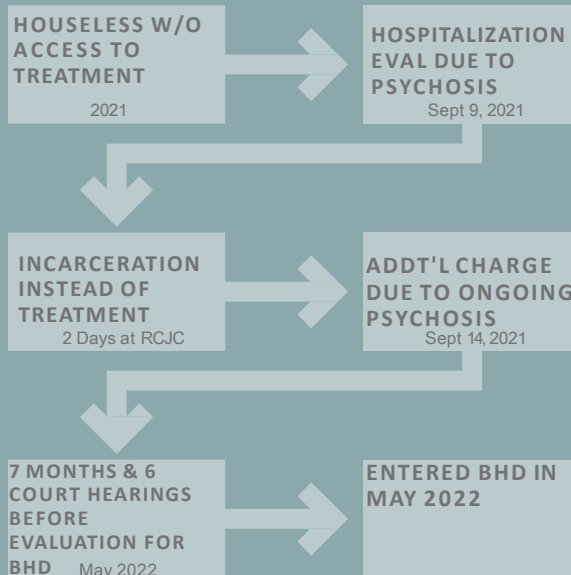


Richmond Times Dispatch published a front page story on Behavioral Health Dockets in January 2023!

Reporter David Ress observed a BHD court hearing, consulted with all BHD team members, and interviewed two of Richmond's BHD participants.

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NIGEL'S JOURNEY TO AND THROUGH THE BEHAVIORAL HEALTH DOCKET



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BEGAN MEETING W/ RBHA CLINICIAN TO COORDINATE CARE
May 2022

CONTINUED TO ENGAGE IN PSYCHIATRIC CARE, MENTAL HEALTH SKILLBUILDING & THERAPY

ATTENDED BIWEEKLY OFFICE VISITS FOR PROBATION

MAINTAINED HIS HOUSING VIA A VOUCHER PROGRAM

ATTENDED 11 COURT HEARINGS
May 2022 - May 2023

SUCCESSFULLY GRADUATED JUNE 2, 2023!

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QUESTIONS?

Margaret McQuail, LCSW
Program Supervisor II
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804-819-4173

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