

**STATE BOARD OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
DRAFT MEETING MINUTES**

December 5, 2014

Department of Behavioral Health and Developmental Services
1220 Bank Street
Richmond, VA 23219

Friday, December 5

REGULAR MEETING

Members Present

Ananda Pandurangi, MD, **Chair**; Bonnie Neighbour, **Vice Chair**;
Thomas J. Kirkup; Sandra Price-Stroble; Col. (Ret.) Anthony Soltys;
Gretta Doering; Paula N. Mitchell; Sandra A. Hermann; The Hon.
Amelia Ross-Hammond, Ph.D.

Staff Present

Debra Ferguson, PhD, Commissioner (by phone)
Cleopatra Booker, Mental Health Facility Operations Specialist
Don Darr, Assistant Commissioner, Finance and Administration
Will Frank, Legislative Affairs Director
Paul Gilding, Community Contracting Director
Marion Greenfield, Director, Quality and Risk Management
Dee Keenan, Assistant Commissioner, Quality Management &
Development
Meghan McGuire, Assistant Commissioner for Policy & Public Affairs
Holly Mortlock, Policy Director
Randy Sherrod, Director, Internal Audit
Dawn Traver, Director, Waiver Operations
Allyson Tysinger, Senior Assistant Attorney General/Chief, OAG

**Call to Order and
Introductions**

At 10:05 a.m. Chairman Ananda Pandurangi called the meeting to order.
A call for introductions took place prior to proceeding.

Public Comment

The Chair called for public comments. No public comments were
offered.

**Approval of
Agenda**

The Board unanimously adopted the December 5, 2014 meeting agenda.

**Approval of Draft
Minutes**

The Board reviewed the draft minutes of the October 9, 2014 and made
two amendments. The minutes were approved.

**Commissioner's
Report**

The Commissioners called into the Board meeting to deliver her report.
The report focused on an update on the Transformation Team process
and on the recent DBHDS report to the General Assembly on Virginia's
Emergency Evaluator Qualifications, Training and Oversight. The
Commissioner then opened the rest of the period to respond to questions
from the Board.

Budget Update

Don Darr, Assistant Commissioner, Finance and Administration,

provided an update on DBHDS budget submissions and responded to questions from Board members.

Regulatory Actions

Don Darr, Assistant Commissioner, Finance and Administration, provided background budgetary information and Dee Keenan, Assistant Commissioner, Quality Management & Development, provided details surrounding proposed emergency regulations regarding licensing fees. Following discussion, the Board voted to approve a motion to amend 12 VAC 35-105 by adding new section 12 VAC 35-105-45 as presented by DBHDS staff as an emergency regulation and to issue a Notice of Intended Regulatory Action to promulgate a replacement regulation. The motion carried by a vote of 8-0, with one abstention.

In addition, Marion Greenfield provided a general update on the status of current regulatory action, including human rights and Part C regulations. In addition, Ms. Greenfield provided information on the timeframe of the regulatory process.

Waiver Redesign Update

Dawn Traver, Director of Waiver Operations, provided an update on the Waiver Redesign process.

Lunch Break

The Board took a 10 minute break for lunch and reconvened.

Internal Control Procedures

Randy Sherrod, Director, Internal Audit presented on fraud prevention through strong internal controls at DBHDS.

Update on the Virginia Acute Psychiatric & CSB Bed Registry

Cleopatra Booker, Mental Health Facility Operations Specialist, presented an update on the Virginia Acute Psychiatric and CSB Bed Registry.

Committee Reports

Will Frank, Legislative Affairs Director, and Holly Mortlock, Policy Director, presented an update on the 9 a.m. Policy Committee and the Planning & Budget Committee.

Annual Executive Summary

Will Frank, Legislative Affairs Director, reviewed the annual executive summary, due to the Governor and General Assembly on the first day of the upcoming legislative session. Mr. Frank will provide an update electronically to Board members and will gather edits. A final version will be approved by the Chair.

Liaison Assignments & Liaison Reports

Meghan McGuire, Assistant Commissioner for Policy & Public Affairs updated the board on liaison assignments. Board members presented on liaison assignments. Members reported on their liaison assignments.

Next Meeting Information

The Board approved the meeting schedule for 2015 with the possibility of holding a touring meeting the night before: April 22 in Williamsburg, July 15-16 (Retreat) in Richmond, October 8, location TBD, December 8, Richmond.

Adjournment

Having no further business to discuss the meeting adjourned at 2:30 p.m.