



SANDHILLS CENTER

Board of Directors Meeting Minutes

March 10, 2020

Members Present:

- | | |
|---|---|
| <input type="checkbox"/> Ross Streater | <input checked="" type="checkbox"/> Priscilla Little, Secretary |
| <input checked="" type="checkbox"/> Kay Cashion, Vice-Chairperson | <input checked="" type="checkbox"/> Gart Evans |
| <input type="checkbox"/> Dr. Walter Salinger | <input checked="" type="checkbox"/> Dr. Alvin Keyes |
| <input type="checkbox"/> Howard Penny | <input type="checkbox"/> Tonya Gray |
| <input checked="" type="checkbox"/> Harry Southerland | <input checked="" type="checkbox"/> Shirley Hart |
| <input checked="" type="checkbox"/> Kirk Smith | <input type="checkbox"/> Walter Ferguson |
| <input checked="" type="checkbox"/> Dottie Robinson | <input checked="" type="checkbox"/> Carol Whitaker |
| <input checked="" type="checkbox"/> Otis Ritter | <input checked="" type="checkbox"/> Matthew Rothbeind |
| <input checked="" type="checkbox"/> David Allen | <input checked="" type="checkbox"/> Mazie Fleetwood |
| <input checked="" type="checkbox"/> Leann Henkel | |
| <input type="checkbox"/> Thad Ussery, Chairperson | <input checked="" type="checkbox"/> Michele Weatherly |
| <input checked="" type="checkbox"/> Jerry Earnhardt | |

Staff Present:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Victoria Whitt | <input checked="" type="checkbox"/> Sherry Bynum |
| <input checked="" type="checkbox"/> Anthony Ward | <input checked="" type="checkbox"/> Evelyn Quick |
| <input checked="" type="checkbox"/> Leonard Covington | <input checked="" type="checkbox"/> Patrick Sloan |
| <input checked="" type="checkbox"/> Kelly Patterson | |

Guest: Lisa Jackson, DMH, LME Technical Assistance Liaison

Call to Order and Invocation

The Sandhills Center Board of Directors met on Tuesday, March 10, 2020 at the Administrative Office at 1120 Seven Lakes Drive, West End, NC. Vice-Chairperson Commissioner Kay Cashion called the meeting to order at 7:00 p.m. and reported that Chairperson Thad Ussery is absent tonight due to him recovering from a procedure. She welcomed Commissioner Otis Ritter back! Commissioner Harry Southerland gave the invocation.

Conflict of Interest

Vice-Chairperson Cashion read the Conflict of Interest statement and asked if any Board member had a conflict of interest concerning agenda items the Board would address in the meeting that would require recusal. No conflicts were stated.

Certification of Quorum

Priscilla Little, Secretary, certified a quorum.

Approval of Agenda

A motion was made by Mazie Fleetwood and seconded by Commissioner David Allen to "approve the agenda". The motion passed unanimously.

Absent Board Members Justifications

Justifications for Board member absences:

- Commissioner Ross Streater – County Commissioners meeting;
- Dr. Walter Salinger – Out of state attending a family function;
- Commissioner Howard Penny – Attending a commissioner related meeting;
- Walter Ferguson – Recovering from knee surgery; and
- Thad Ussery – Recovering from a medical procedure.

A motion was made by Commissioner Kirk Smith and seconded by Michele Weatherly to "excuse the absences as presented". The motion passed unanimously.

**Tonya Gray's reason for not attending the March Board meeting was not received until after the Board meeting. Her excuse will be taken to the Board in April for consideration.

Public Comments

None

Approval of Consent Agenda

A motion was made by Commissioner David Allen and seconded by Mazie Fleetwood to "approve the consent agenda". The motion passed unanimously. The following were approved:

- February 11, 2020 Board of Directors Meeting Minutes
- Policy Revisions

New Business

➤ **Chief Executive Officer's Report – Victoria Whitt, Chief Executive Officer**

Mrs. Whitt welcomed everyone and provided the following:

A. FY 20 – 21 County General Budget Request

Mrs. Whitt reviewed the FY 20 – 21 County General Budget request. She stated that she is recommending that Sandhills not request any additional funding from the counties, noting this is the 16th year that Sandhills Center has not requested additional funding. Mrs. Whitt explained that the funding stays within the counties and is directed for support of the local County Behavioral Health Urgent Care Centers and other county designated services/programs.

Mrs. Whitt stated that she would continue to meet with County Managers and others to review the use of current county allocations and to identify behavioral health service areas in the county that may be underserved, and identify how available funding could be used to impact those areas.

Presentations to the County Commissioners will begin in April and will include a program update.

Mrs. Whitt called attention to the County Contribution list, noting the reduction for Moore County. She explained that Moore County flowed funds through Sandhills Center for six non-profit organizations and a few years ago, a decision was made to phase out the funding. The funding phased out last fiscal year.

A motion was made by Gart Evans and seconded by Priscilla Little to "approve Mrs. Whitt to move forward with the FY 20 – 21 County General budget request amounts and not ask the counties for additional funding". The motion passed unanimously.

B. Annual Independent Financial/Compliance Audit

Mrs. Whitt explained that the proposal from Cherry Bekaert, which was presented and approved March 2019, covered a three-year period. The cost of the second year is \$47,675, an increase of \$1,175 or 2.5% from the first year. Mrs. Whitt is recommending proceeding with Cherry Bekaert for the second year.

A motion was made by Commissioner Kirk Smith and seconded by Priscilla Little to "accept the recommendation to continue with Cherry Bekaert to perform the Annual Independent Financial/Compliance Audit for year two at an increase of 2.5%". The motion passed unanimously.

C. Robert Porcher Way, Greensboro, NC Property Update

Mrs. Whitt provided an update on the purchase of the Robert Porcher Way property, noting that Sandhills has entered into an agreement with Davidson Industrial Properties, LLC, to purchase the property at a price of \$3,750,000. Mrs. Whitt explained that Sandhills must be able to obtain a Site Plan Permit from the City of Greensboro, pursuant to the Site Plan Study to add additional parking spaces to the current parking lot, prior to proceeding with the purchase.

She reported that Sandhills is currently working Triad Design Group for civil engineering and surveying services for the design of the proposed parking lot expansion. The initial proposal was

submitted to the City of Greensboro Technical Review Committee on February 24th, and are currently waiting to hear from the City.

The Owner gave Sandhills 60 days to obtain the permit from the City, with the understanding that an additional 30 days would be approved, if needed. With the initial 60 days get ready end, Sandhills requested the additional 30 days. Mrs. Whitt stated that an email was received today granting the additional 30 days. Sandhills has until mid-April to get the permit from the City. She said that it is her understand the City will review the proposal this week.

Mrs. Whitt explained that in regards to the storm water requirements, based on the 'as built' survey, will not exceed the allowable built upon area for the lot. The engineer has disused this with the head of the City Storm Water Department, and he agrees that no additional storm water control measures will be required, meaning that the bio cell and retaining wall showing on the preliminary plans is not necessary. This should result in a big savings in the land development cost for the additional parking.

Mrs. Whitt noted that she has received the Architectural Services Fee Proposal from TFF Architects & Planners, LLP. She is recommending that the Board of Directors approve the fee for architectural services, which also includes bidding out for a General Contractor, in the amount of \$84,245.

After discussion, a motion was made by Gart Evans and seconded by Commissioner David Allen to "approve the fee proposed by TFF Architects and Planners, LLP of Greensboro for architectural services in the amount of \$84,245, and approval to bid out the office building renovations". The motion passed unanimously.

D. Comprehensive/Facility Based Crisis (FBC) Centers Update

☛ **Randolph County Update** – Mrs. Whitt reported that the DHSR re-inspection occurred on January 22nd, conducted by a DHSR Architect and an Engineer. The Engineer requested that the HVAC shaft to the penthouse be enclosed. Following discussions with DHHS, DHSR, and DOI, it was determined that was not required nor necessary. However, there is a need for one (1) sprinkler to be located near the bottom of the shaft. Understanding that it will take a while to coordinate the addition of the sprinkler with the contractor, the Engineer agreed to accept the local jurisdictions' inspection and their written approval of it along with the Sprinkler Material and Test Certificate, required within 30 days.

During the re-inspection, the Engineer identified two (2) issues:

- Fire/smoke dampers need additional programming on two (2) detectors; and
- A smoke detector needs to be located within five (5) feet of the fire shutter at the reception window. The shutter also needs a new part to operate correctly.

Mrs. Whitt reported that all items will be completed, and the re-inspection will occur before the end of March. The Engineer has made the commitment that if Sandhills lets him know when the issues are complete, he will make a special effort to come to Asheboro to inspect the two (2) issues. The hope is to get these signed off by the end of the month!

Mrs. Whitt commented that plans are currently being made for an open house event at the end of April.

☛ **Richmond County Update** – Mrs. Whitt reported that the project is moving along well. She noted the contract completion date was January 30, 2020. The final completion date will be determined at the construction meeting tomorrow, March 11th, with plans to nail down the punch list date.

Mrs. Whitt also commented that plans are currently being made for an open house event.

☛ **Guilford County Update** – Mrs. Whitt provided the following update:

- Sandhills entered into an agreement with Samet Corporation, Construction Manager at Risk, for a Guaranteed Maximum Price in the amount not to exceed \$7,024,258, for the construction of the Guilford County Child FBC center.
- The Architect has received notice from the City of Greensboro that the civil drawings and building permit have been approved and issued to Samet. Monthly meetings with Samet are being scheduled.
- Mrs. Whitt called attention to the pictures that were included in the packet, pointing out the sites for the Guilford and Sandhills FBC facilities.
- Samet has indicated that preparation of the building pad will begin in the next few weeks.
- Plans are underway for a groundbreaking ceremony in early April. All Board members will be invited to attend.

Mrs. Whitt commented that she has reached out to some Legislators and have asked them to speak at all the events.

E. Sandhills Center Board of Directors By-Laws Review Process Update – Mrs. Whitt reported that the Corporate Compliance Sub-Committee, and additional Board member volunteers, met face-to-face tonight before the Board meeting and discussed the revisions to the By-Laws. She stated that a draft document with the changes highlighted would be sent to the Board members for their review before the April meeting. Plans are to have the Board review/discuss the By-Laws in April, with approval in May.

F. NC DHHS/State Updates

The NC General Assembly is schedule to convene the short session on April 28, 2020.

- **Clinical Services & Operations Report – Anthony Ward, Chief Operating Officer/Deputy Director**
Mr. Ward reviewed the following:
- Medicaid Waiver Operations Report – February 2020, noting that all benchmarks continue to be met.
 - Medicaid Waiver Financial Operations Report – February 2020, noting the financial measures that Sandhills is required to meet.

Committee Reports

- **Finance Committee Report** – Committee Chairperson Gart Evans reported the Finance Committee met prior to tonight's Board of Directors Meeting and reviewed the Finance Report in detail. Chairperson Evans presented and reviewed the Finance Report with the Board of Directors. A review of the Consolidated Balance Sheet and Income Statement reflects services through January 31, 2020.

The 2017 Amended Income Taxes were also included in the Finance Report. Chairperson Evans noted that Sandhills would be receiving a federal refund of \$2,953 and the 2018 income taxes would also be amended.

On behalf of the Finance Committee, a motion was made by Committee Chairperson Gart Evans and seconded by Matthew Rothbeind to "approve the Finance Report as presented." The motion passed unanimously.

- **Human Resources Committee Report** – Human Resources Committee Chairperson Mazie Fleetwood reported that it is now time for the annual CEO Evaluation to be completed. The form has been revised; however, it still contains the seven (7) domains that are required. The rating scale was changed to reflect a five (5)-point scale. Commissioner Kirk Smith and Leann Henkel distributed the packets. In addition, an electronic copy will be emailed to each Board member. Mrs. Fleetwood asked that the evaluation form be returned by April 30th. For Board members that are new, she asked them to complete only the items that they feel comfortable completing. The Human Resources Committee will compile a preliminary report and present to the Board of Directors and Mrs. Whitt at the May Board meeting. Vice-Chairperson Kay Cashion asked the Board members to return their evaluation in a timely manner. She also commented how fortunate it is to have the leadership that Sandhills has and thanked Mrs. Whitt, and staff, for all they do!

- Client Rights Committee Report – Did not meet.
- Corporate Compliance & Internal Audit Committee – Did not meet.

Closed Session

A motion was made by Commissioner David Allen and seconded by Mazie Fleetwood that "the Sandhills Center Board of Directors go into closed session to discuss the position to be taken in negotiating the price and other material terms of a contract or a proposed contract for the acquisition of real property by purchase, option, exchange, or lease. The action is in accordance with N.C. General Statute § 143-318.11(a)(5)(i)". The motion passed unanimously. Closed Session began at 7:40 p.m.

Sandhills Center Staff staff in attendance: Chief Executive Officer Victoria Whitt, Chief Operating Officer/Deputy Director Anthony Ward, Chief Legal Officer/Corporate Compliance Officer Evelyn Quick, and Clerk to the Board/Executive Assistant Sherry Bynum.

At the conclusion of the closed session, a motion was made by Michele Weatherly and seconded by Commissioner David Allen to "reconvene open session". The motion passed unanimously. Open session reconvened at 7:55 p.m.

A motion was made by Commissioner Harry Southerland and seconded by Commissioner Kirk Smith to "move forward with Sandhills Center Board Attorney, Tom Van Camp, to make a counteroffer of \$57,500 to DOT". The motion passed unanimously.

Old Business

None

Comments

Mazie Fleetwood asked what the current number on the IDD waiting list. Mr. Ward answered around 1200 individuals, noting that the waiting list is around the same number of Innovation members.

Board Materials

- Community Agencies Breakfast Meetings Agenda
- DMA Monthly Financial Report – January 2020
- Personnel Report
- Newspaper Articles

Adjournment

A motion was made by Michele Weatherly and seconded by Gart Evans to "adjourn the meeting". The motion passed unanimously. The meeting adjourned at 8:00 p.m.



Thad Ussery
Chairperson, Board of Directors

4-14-20

Date

Documents referred to in these minutes may be obtained by contacting Sherry Bynum at sherryb@sandhillscenter.org or 910-673-9111.

Submitted by: Sherry Bynum, Clerk to the Board of Directors/Executive Assistant to CEO