



SANDHILLS CENTER

Board of Directors Meeting Minutes

May 12, 2020

Via Telephone – 888-363-4734 – access code 6217146#

Members Present:

- | | |
|---|---|
| <input type="checkbox"/> Ross Streater | <input type="checkbox"/> Priscilla Little, Secretary |
| <input checked="" type="checkbox"/> Kay Cashion, Vice-Chairperson | <input checked="" type="checkbox"/> Gart Evans |
| <input checked="" type="checkbox"/> Dr. Walter Salinger | <input checked="" type="checkbox"/> Dr. Alvin Keyes |
| <input checked="" type="checkbox"/> Howard Penny | <input checked="" type="checkbox"/> Tonya Gray |
| <input checked="" type="checkbox"/> Harry Southerland | <input checked="" type="checkbox"/> Shirley Hart |
| <input checked="" type="checkbox"/> Kirk Smith | <input checked="" 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 checked="" 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 type="checkbox"/> Leonard Covington | <input type="checkbox"/> Patrick Sloan |
| <input type="checkbox"/> Kelly Patterson | |

Guest: Lisa Jackson, DMH, LME Technical Assistance Liaison

A conference call line was opened for Board participation and discussion, also allowing for public participation.

Call to Order and Invocation

Due to the COVID-19 pandemic, the Sandhills Center Board of Directors May 12, 2020 meeting was held telephonically. Chairperson Thad Ussery called the meeting to order at 6:00 p.m. Commissioner Harry Southerland gave the invocation.

Roll Call

A roll call of attendance was taken. A total of 20 Board members were present: 19 voting and one (1) non-voting.

Chairperson Ussery stated that when making or seconding a motion, for Board members to identify themselves. He also explained that a new requirement of meetings that are conducted telephonically, all votes need to be taken by roll call, so the Clerk to the Board will call each member's name individually for each vote, and each member shall respond the way they are voting. All votes will be recorded.

Conflict of Interest

Chairperson Ussery 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

The Clerk to the Board certified a quorum.

Approval of Agenda

A motion was made by Mazie Fleetwood and seconded by Commissioner Otis Ritter to "approve the agenda". Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

Absent Board Members Justifications

Justifications for Board member absences:

- Priscilla Little – Death in family. *A motion was made by Commissioner Kirk Smith and seconded by Walter Ferguson to “excuse the absence as presented”. Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.*
- Not in attendance – unexcused: Commissioner Ross Streater

Public Comments

None

Approval of Consent Agenda

A motion was made by Commissioner Kay Cashion and seconded by Commissioner David Allen to “approve the consent agenda”. Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

The following was approved:

- April 14, 2020 Board of Directors Meeting Minutes

New Business

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

Mrs. Whitt welcomed everyone and provided the following:

A. By-Laws Revisions Review

Mrs. Whitt presented the revised By-Laws, noting that the Sub-Committee met on April 27th and reviewed the comments from the April 14th Board meeting. The Sub-Committee voted unanimously to forward the revised By-Laws, along with a discussions document, to the Board of Directors for their review before the May Board meeting. Mrs. Whitt reviewed each recommendation that were incorporated into the By-Laws.

A motion was made by Commissioner Kay Cashion and second by Mazie Fleetwood to “approved the revised By-Laws as presented”. Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

B. Sandhills Center Response to COVID-19 Pandemic

📌 **Employee Work Status** – Mrs. Whitt took the opportunity to update the Board members on the mandatory remote work status from home for all employees, commenting that staff continue to carry out their regularly assigned work functions remotely. Mrs. Whitt stated that currently, the transition back to office-based work is shifted to an open-ended date, and are still monitoring the current situation and will announce a date when one is determined.

📌 **Employee COVID-19 Testing** – Mrs. Whitt shared the current statistics of employees who have been exposed to confirmed cases of COVID-19 and the process that Sandhills has in place. She commented that since her report was written, one employee has received a positive test for COVID-19. Mrs. Whitt commented that the employee has been working remotely since the March 25th mandate and she does not feel that this poses a threat. Currently working with the employee to make sure that all procedures are being followed.

📌 **Access and Continuity of Behavioral Health Services** – Mrs. Whitt gave an update, commenting that Sandhills continues to work closely with NC DHHS to assure continued behavioral health services during the COVID-19 pandemic. A process has been implemented to maximize the DHHS financial/funding and flexibility measures and changes. Mrs. Whitt asked Mr. Anthony Ward, Chief Operating Officer/Deputy Director, to give an update on the additional changes made by the State. Mr. Ward offered the following:

- Expansion of telehealth and virtual health to additional Outpatient Services and expansion into Enhanced Services;
- North Carolina Innovations Waiver changes, including Retainer payments designed to preserve staff availability during COVID-19 disruptions Increasing the number of therapeutic leave days for

Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF-IDDs) from 60 days to 90 days and waiving the requirement of approval needed more than 15 consecutive days;

- Waiving initial authorization and reauthorization of some identified services; and
- Attempting to maintain consistency with Medicaid, B-3 and State funded service flexibilities, while noting, as State funded services are not an entitlement, flexibilities by LME/MCO may vary.

- **Provider Network COVID-19 Outbreak Status** – NC DHHS maintains a listing of COVID-19 Ongoing Outbreaks in Congregate Living Settings. Sandhills reviews the list routinely. To date, there have been no residential providers listed. Mrs. Whitt stated that she is aware of some residential facilities, that are not in the Sandhills provider network and do not have any of Sandhills members, who may have outbreaks. There was a report earlier of a staff member within one of the residential facilities testing positive, but no further updates from them about a possible spread have been received.

C. FY 20 – 21 County General Budget Request

Mrs. Whitt commented that she has not personally attended any of County Commissioners meetings. Her documents have been shared with the County Commissioners and she is available for any questions.

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

- **Randolph County Update** – Mrs. Whitt reported that the NC DHSR Construction Section has recommended to the Mental Health Licensure & Certification Section (MHLCS) that the facility be recommended for use for up to 16 ambulatory or non-ambulatory residents.

Daymark has completed the initial licensure request for the program. Daymark is actively recruiting for the positions available at the facility. MHLCS will not begin to review any information until all staff are hired.

Mrs. Whitt reported that she is currently working with the General Contractor and legal counsel regarding the close out of the construction phase of the project.

- **Richmond County Update** – Mrs. Whitt reported that the estimated completion date given by the General Contractor of April 17, 2020, was not met. The COVID-19 pandemic is the reason given as to the delay and inability to get sub-contractors to work and late delivery of supplies/materials. The project is currently 97 days over contract and liquidated damages of \$400/day apply. Another 'punch list walk through' will be conducted Thursday with the General Contractor and Architect.

- **Guilford County Update** – Mrs. Whitt reported that monthly construction meetings continue with Construction Manager at Risk, Samet Corporation, and TFF Architects.

The project plan was reviewed as well as the progress to date. The following were noted:

- All site utilities are in place.
- The building pad is complete and the slab poured.
- Structural steel has been delivered to the site and steel erection has begun. Scheduled to be completed by mid-May.
- Current schedule shows completed date of January 7, 2021.

E. Future Widening of Highway 211 and Seven Lakes Drive – Impacts

Mrs. Whitt commented that the widening of Highway 211 and Seven Lakes Drive projects is on hold as a result of COVID-19 pandemic and the potential changes to the Department of Transportation projects.

F. Employee Performance Evaluations

Mrs. Whitt commented that the employee performance evaluation process for FY 20/21 has begun. The process and tools have been revised. Recommendations for funding of performance-based pay adjustments will be included in the budget presented at the June 2020 meeting.

➤ **Clinical Services & Operations Report – Anthony Ward, Chief Operating Officer/Deputy Director**

Mr. Ward reviewed the following, noting that his reports cover the months of February and March, and does cover some of the changes as a result of COVID-19:

- Medicaid Waiver Operations Report – April 2020, noting that all benchmarks continue to be met.
- Medicaid Waiver Financial Operations Report – April 2020, noting the financial measures that Sandhills is required to meet.
- April 2020 Quarterly Report. The Quarterly Report provides a CIT update, results of the provider satisfaction survey, and the highlights of the new Provider Directory.

Committee Reports

Finance Committee Report – Committee Chairperson Gart Evans reported the Finance Committee met telephonically on Friday, May 8, 2020, and reviewed the Finance Report in detail. Chairperson Evans presented and reviewed the Finance Agenda with the Board of Directors. He noted that the items in **blue** are the regular agenda items and the items in **red** are changes due to COVID-19.

Also reviewed in the Finance Report:

- A summary of the Consolidated Balance Sheet and Income Statement, which reflects services through March 31, 2020.
- Fiscal Monitoring Report for the nine (9) months ending March 2020.

On behalf of the Finance Committee, a motion was made by Committee Chairperson Gart Evans and seconded by Commissioner Harry Southerland to “approve the Finance Agenda as presented.” Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

Client Rights Report – Committee Chairperson Carol Whitaker gave the report.

Human Resources Committee Report – Did not met.

Corporate Compliance & Internal Audit Committee – Did not met.

Future Board Meetings

Mrs. Whitt stated that depending on what Governor Cooper does as far as lifting restrictions, we might be heading into a June telephonic Board meeting. Will be following closely any news conferences.

Closes Session

A motion to go into closed session was made by Mazie Fleetwood and seconded by Matthew Rothbeind that “pursuant to N.C. Gen. Stat. §§ 143-318.11(a)(1) and (a)(5), that the Board of Directors go into closed session to discuss confidential information covered under N.C. Gen. Stat. § 122C.126.1”. Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously. The Closed Session began at 7:09 p.m.

Sandhills Center 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.

A motion was made by Commissioner Kirk Smith and seconded Walter Ferguson to “reconvene open session.” Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously. Open session reconvened at 7:28 p.m.

A motion was made by Commissioner Kirk Smith and seconded by Carol Whitaker “to approve the award of the contract for the renovation project at 3802 Robert Porcher Way, Greensboro, NC to Central Builders Inc., the 2nd lowest bidder, based on the recommendation of TFF Architects”. Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

A motion was made by Commissioner Kay Cashion and seconded by Carol Whitaker “to approve the Agreement between Sandhills Center and Guilford County, whereby Guilford County conveys the title to the property for the Greensboro Child Facility Based Crisis Center, including site development, preparation, and improvements, as negotiated among Sandhills Center, Guilford County, and Samet Construction, in exchange for Sandhills Center’s release of Guilford County from the provision in the October 4, 2012, Merger Agreement requiring the County to provide County property for Sandhills Center’s administrative functions and employees”. Yes – Commissioner Kay Cashion,

Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

A motion was made by Gart Evans and seconded by Commissioner Kirk Smith "to establish the appraisal price of \$390,000 as the purchase price for sale of the Sandhills Center property located at 116 Lawrence Street, Rockingham, NC.". Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously.

Old Business

None

Comments

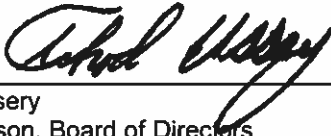
Chairperson Ussery took the opportunity to thank the Board members for their participation in the telephonic meetings.

Board Materials

- 📎 Community Agency Breakfast Meeting Agenda
- 📎 Quality Management Executive Summary
- 📎 DMA Monthly Financial Report – February 2020
- 📎 Personnel Report
- 📎 Newspaper Articles

Adjournment

A motion was made by Gart Evans and seconded by Commissioner David Allen to "adjourn the meeting". Yes – Commissioner Kay Cashion, Gart Evans, Dr. Walter Salinger, Dr. Alvin Keyes, Commissioner Howard Penny, Tonya Gray, Commissioner Harry Southerland, Shirley Hart, Commissioner Kirk Smith, Walter Ferguson, Commissioner Dottie Robinson, Carol Whitaker, Commissioner Otis Ritter, Matthew Rothbeind, Commissioner David Allen, Mazie Fleetwood, Leann Henkel, Thad Ussery, and Michele Weatherly. The motion passed unanimously. The meeting adjourned at 7:45 p.m.



Thad Ussery
Chairperson, Board of Directors

6-9-2020

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