



# SANDHILLS CENTER

## Board of Directors Meeting Minutes November 10, 2016

### Members Present:

- |   |  |
|---|--|
| <input type="checkbox"/> Ross Streater                            | <input checked="" type="checkbox"/> Priscilla Little             |
| <input checked="" type="checkbox"/> Kay Cashion, Vice-Chairperson | <input checked="" type="checkbox"/> Gart Evans                   |
| <input checked="" type="checkbox"/> Dixie Branch                  | <input type="checkbox"/> Costella Donnell                        |
| <input checked="" type="checkbox"/> Barbara McKoy                 | <input checked="" type="checkbox"/> Tonya Gray                   |
| <input 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"/> Anthony Copeland              | <input checked="" type="checkbox"/> Carol Whitaker               |
| <input checked="" type="checkbox"/> Otis Ritter                   | <input checked="" type="checkbox"/> Matthew Rothbeind            |
| <input 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, Secretary |
| <input checked="" type="checkbox"/> Jan Herring                   | <input checked="" type="checkbox"/> Bill Larrison                |

### Staff Present:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Victoria Whitt    | <input checked="" type="checkbox"/> Sherry Bynum   |
| <input type="checkbox"/> Dr. Anthony Carraway         | <input checked="" type="checkbox"/> Anthony Ward   |
| <input checked="" type="checkbox"/> Evelyn Savage     | <input checked="" type="checkbox"/> Susan Campbell |
| <input checked="" type="checkbox"/> Rob Scott         | <input checked="" type="checkbox"/> Martha Rogers  |
| <input checked="" type="checkbox"/> Leonard Covington | <input checked="" type="checkbox"/> Robin McKenzie |

**Guest:** Scott Brewer, Dixon Hughes Goodman, LLP  
John Frank, Dixon Hughes Goodman, LLP  
Dennis Williams, DMH, LME Technical Assistance Liaison

### Call to Order

The Sandhills Center Board of Directors met on Thursday, November 10, 2016, at the Administrative Office in West End, NC. Chairperson Commissioner Thad Ussery called the meeting to order at 7:06 p.m.

### Invocation

Commissioner Anthony Copeland gave the invocation.

### Board Member Conflict of Interest

Chairperson Ussery asked if any Board member has a conflict of interest concerning agenda items the Board will address during the meeting. None were stated.

### Certification of Quorum

Secretary Michele Weatherly certified a quorum.

### Absent Board Members Justifications

Commissioner Harry Southerland – Out of state on business – excused. *A motion was made by Commissioner Anthony Copeland and seconded by Michele Weatherly to “excuse the absence”. The motion passed unanimously.*

Walter Ferguson – Out of town for a meeting – excused. *A motion was made by Commissioner Anthony Copeland and seconded by Michele Weatherly to “excuse the absence”. The motion passed unanimously.*

Commissioner David Allen – Sickness in family – excused. *A motion was made by Commissioner Anthony Copeland and seconded by Michele Weatherly to “excuse the absence”. The motion passed unanimously.*

Commissioner Ross Streater – Not in attendance – unexcused.

Costella Donnell – Not in attendance – unexcused.

### Approval of Minutes

The minutes of the October 11, 2016 Board of Directors meeting were reviewed for approval.

*A motion was made by Mazie Fleetwood and seconded by Commissioner Barbara McKoy to "approve the October 11, 2016 minutes as presented". The motion passed unanimously.*

**Amendments to Agenda**

None

**Public Comments**

Benny Locklear, Carolina Solutions, noted that he was in attendance of tonight's meeting to get more knowledge of behavioral health and to see what he could do for his community.

**Auditor's Report: FY 15 – 16 Annual Audit**

Chairperson Ussery introduced Scott Brewer and John Frank, Dixon Hughes Goodman, LLP. Mr. Frank reviewed the Financial Statements of the FY 15 – 16 Annual Audit, which included a review of the Independent Auditor's Report and the Report to the Board of Directors. Mr. Frank reported that the audit went well and there were no significant issues identified.

The FY 15 – 16 Annual Audit was reviewed in detail by the Finance Committee and the Board of Directors.

*A motion was made by Gart Evans and seconded by Commissioner Kay Cashion to "accept the FY 15 – 16 Annual Audit as presented". The motion passed unanimously.*

Chairperson Ussery and Mrs. Whitt thanked Sandhills Center staff for a job well done.

**Chief Executive Officer's Report**

Mrs. Whitt, Chief Executive Officer, welcomed everyone and provided the following information:

• **FY 16 – 17 Budget Amendments**

Mrs. Whitt presented to the Board of Directors, for review and approval, a set of budget amendments to the FY 16 – 17 Operating Budget. *A motion was made by Gart Evans and seconded by Mazie Fleetwood to "approve the FY 16 – 17 Budget Amendments as presented". The motion passed unanimously.*

• **Policy Revisions**

Mrs. Whitt presented to the Board of Directors, for review and approval, two new and two revised policies. *A motion was made by Mazie Fleetwood and seconded by Commissioner Kirk Smith to "approve the two new and the two revised policies as presented". The motion passed unanimously.*

• **Facility Based Crisis Services Update**

Mrs. Whitt gave an overview of what has happened since the October Board meeting regarding purchasing the property at 110 West Walker Avenue, Asheboro, NC, that will be used for the Facility Based Crisis Center.

- ☛ Received the analysis by the architect regarding the renovation feasibility/cost estimate, including bringing the building up to code and general construction – \$1.05 Million.
  - Building Code Requirements – \$400K, with the addition of a new elevator
  - General Construction/Renovations – \$450K
  - Soft Costs – \$200K
- ☛ Received correspondence from the Randolph County Manager that he is recommending to the Board of County Commissioners that they accept the current tax evaluation as a basis for sale negotiation – \$1,986,395.
- ☛ A conference call was held with members of the Sandhills Center Board of Directors Executive Committee on November 2<sup>nd</sup>. The purpose of the call was to discuss the potential purchase of the property. The Committee felt that since the building would need extensive renovations, a counter offer should be considered. After a lengthy discussion, the Committee agreed to a counter offer of \$1,000,000 to purchase the property.
- ☛ On November 3<sup>rd</sup>, a response was prepared and presented to the Randolph County Manager. Mrs. Whitt was contacted by Commissioner Allen (Randolph County Commission and Sandhills Board Member) to discuss the response, noting that Randolph County Chairperson Darrell Frye would like to arrange a meeting to discuss the potential purchase of the property and the purchase price for consideration.
- ☛ On November 8<sup>th</sup>, several participants met and discussed: 1) the background of the building and the history of its use since 1995; 2) the purchase recommendation by the County of \$1,986,395; 3) the building analysis; and 4) the counter offer of \$1,000,000. After consideration and discussion by the group, the following was recommended: 1) that Sandhills purchase the property at the price of \$1,586,395; and 2) Randolph County Commissioners willingness to increase the current amount of the county general funding.

Mrs. Whitt made the following recommendation:

- That the Sandhills Center Board of Directors approve the purchase of this property, contingent upon the Randolph County Commissioners approval of the \$1,586,395 purchase offer and the commitment to increase the Randolph County General Funding;
- That the Sandhills Center Board of Directors authorize Mrs. Whitt to finalize the purchase of the property if the above conditions are met; and
- That the Sandhills Center Board of Directors authorize the Mrs. Whitt to solicit bids for architectural services for the necessary renovations/up fitting of this property.

Board members, who were present at the November 8<sup>th</sup> meeting, noted that they were certain the purchase price offered was \$1,500,000 and the consideration to restore the county general funding to \$844,000. After a lengthy discussion, *a motion was made by Commissioner Otis Ritter and seconded by Gart Evans to "accept the negotiated offer of \$1,500,000 and the consideration of restoring the county general funding; if the negotiated offer of \$1,500,000 is accepted, give Mrs. Whitt the authority to move ahead with the purchase of the property and to solicit bids for architectural services; if the negotiated offer of \$1,500,000 is not accepted, to bring this back to the Board at the January meeting". The motion passed unanimously.*

- **FY 16 – 17 Sandhills Center Staff Cost of Living Increase**

Mrs. Whitt presented a recommendation to the Board of Directors, a 3% cost of living increase for staff, retroactive to July 1, 2016 or to the date of hire if after July 1, 2016. *A motion was made by Mazie Fleetwood and seconded by Commissioner Otis Ritter to "approve a 3% cost of living increase for staff, retroactive to July 1, 2016 or date of hire if after July 1, 2016". The motion passed unanimously.*

- **New Office Building – Construction Update**

Mrs. Whitt noted that construction has started with the following happening in October:

- The Erosion control system has been set up;
- Clearing of trees and disposal of debris; and
- Grading of building pad and parking lot.

Completion timeline is established by the contract as July 16, 2017.

- **Governmental Strategic Plan Meeting**

Mrs. Whitt reminded the Board members of the November 16<sup>th</sup> meeting with Dennis Wicker to start working on a strategic governmental plan, as far as positioning for January. Mr. Wicker wants to lead an exercise of a plan for when the General Assembly convenes in January, what Sandhills wants Mr. Wicker to do as the governmental advisor and what Sandhills needs to do as a Board with the Legislators. Lunch will be provided. Let Sherry know if you plan to attend.

- **NC Council of Community Programs Conference**

Mrs. Whitt stated that the NC Council of Community Programs conference will be held December 7-9, 2016, at the Pinehurst Resort, Pinehurst, NC. If interested in attending, please contact Sherry.

- **Mrs. Whitt also reviewed the following:**

- Community Stakeholder's Breakfast Meetings Agenda
- Personnel Report
- Newspaper Articles

### **Clinical Services & Operations Report**

**Anthony Ward, Deputy Director/Chief Operating Officer reviewed the following:**

- The Medicaid Waiver Update for October 2016, noting all benchmarks continue to be met.
- External Quality Review (EQR) update, noting that the corrective action plan has been received and staff are currently working toward correcting those items.
- The July 2016 Quarterly Community Report, which covers the recent rate increases, the Facility Based Crisis selection, and Supported Employment expansions.

### **Committee Reports**

- **Finance Committee Report** – Finance Committee Chairperson Gart Evans reported the Finance Committee met prior to tonight's Board of Directors meeting and reviewed the Finance Report in detail. Finance Committee Chairperson Gart Evans presented and reviewed the Finance Report with the Board of Directors. A summary of the Consolidated Balance Sheet and Income Statement was reviewed and reflects services through October 31, 2016.

Also noted in the Finance Report:

- Funding allocated to the Piedmont Health Services and Sickle Cell Agency for specific financial assistance to assist clients to meet their basic needs as they begin their road to recovery.

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

- **Program Planning and Operations Committee Report** – Program Planning and Operations Committee Chairperson Shirley Hart gave the report.
  - **Client Rights Committee Report** – Client Rights Committee Chairperson Carol Whitaker gave the report.
  - **Personnel Committee Report** – Personnel Committee Chairperson Mazie Fleetwood gave the report.
    - **2017 Health Insurance Renewal** – Personnel Committee Chairperson Mazie Fleetwood reviewed the health insurance plan recommendations. On behalf of the Personnel Committee, a recommendation was made by Personnel Committee Chairperson Mazie Fleetwood and seconded by Shirley Hart:
      1. To keep current monthly employee premiums for the four tier levels FLAT for 2017;
      2. To maintain current \$500 employee deductible for Health Insurance;
      3. To increase the out-of-pocket maximum for employee/family to \$3,500/\$7,000;
      4. To encourage use of less expensive Urgent Care Centers, increase Emergency Room co-pay from \$75 to \$150 for medical emergency visits;
      5. To adjust prescription co-pays to encourage use of less expensive generic and preferred prescription meds; and
      6. To replace current Stop-Loss Insurance Carrier (QBE) with a new carrier (Tokio Marine HCC) as a result of QBE's request to increase employer premium.
- The recommendations carried.
- **Quarterly Consumer and Family Advisory Committee Report (July – September 2016)** – Consumer and Family Advisory Committee Chairperson Leann Henkel gave the report.

#### **New Business**

The Board of Directors Nominating Committee was appointed and includes the following members: Mazie Fleetwood, Michele Weatherly, Shirley Hart, and Priscilla Little. The nominations will be presented at the December meeting.

After a brief discussion, it was decided that the Christmas dinner would be held at Beefeaters, in Southern Pines, and spouse/guest are welcomed.

#### **Old Business**

None


#### **Comments**

Chairperson Ussery expressed his appreciation to Commissioner Kirk Smith for his service to the Sandhills Center Board.

Personnel Committee Chairperson Mazie Fleetwood announced that the Personnel Committee has a vacancy if anyone is interested on serving on the committee.

#### **Adjournment**

A motion was made by Commissioner Otis Ritter and seconded by Shirley Hart to "adjourn the meeting". The motion passed unanimously. The meeting adjourned at 8:35 p.m.

  
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Commissioner Thad Ussery  
Chairperson, Board of Directors

1-10-17  
\_\_\_\_\_  
Date

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

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