

**Region Ten Community Services Board**

**Board Meeting Minutes**

**November 12, 2025 4:00 PM**

500-A

Old Lynchburg Rd

Charlottesville, VA

**Members Present**

Dave Opper, Chair

Alex Stott, Vice-Chair

Francesca Diggs, Secretary

Dr. Barry Blumenthal

Barbara Barrett

Steve Wunsch

Wendy Mitchem

Patti Heggie

Joseph Szakos

**Members Absent**

Dr. David C. Harlow

Mary Katherine King

JoAnn Robertson

Peggy Whitehead

**Others Present**

Dr. Lisa Beitz, Executive Director

Kathy Williams, Deputy Executive Director

Rachel Blakey, Administrative Services Project  
Coordinator

Kelly Crickenberger, Fiscal Director,  
Accounting

Chris Murray, CPA, Director at Brown, Edwards  
& Company, L.L.P.

**I. Call to Order**

Mr. Opper called the meeting to order at 4:06pm.

**II. Welcome**

Mr. Opper welcomed the Board, Region Ten Staff, and guests.

**III. Comments from the Public**

**IV. Audit Presentation**

Mr. Murray discussed the Fiscal Year 2025 audit with the Board, ensuring that it was a smooth process. The audit is currently in draft format due to the government shutdown. While the numbers will not change, Mr. Murray explained that there will be two reports: the financial report and the grant report. The financial report will be released next week and the grant report will be released on a separate date due to the government shutdown.

Dr. Blumenthal asked if there were questions or comments regarding the audit. He then asked for a motion to accept the audit; Ms. Barrett motioned to accept the audit and Mr. Opper seconded. The motion was approved. Dr. Blumenthal thanked Mr. Murray and his firm.

**V. Chair's Remarks**

Mr. Opper explained that in the board packet there is an updated version of annual workplan where committee meeting dates were added. The goal is to update the workplan on a quarterly basis. Mr. Opper also let the board know that Ms. Robertson will present a SPARC walk presentation at the December meeting.

**VI. Executive Director's Remarks**

**VII. Committee Reports**

**Executive Committee**

Mr. Opper noted the Executive Committee discussed the agenda prior to board meeting. The committee also reviewed the board member position description form and its part of the application process and clarity of role for the counties. Ms. Whitehead also inquired about the rules around Zoom participation, leading the committee to confirm that a board member cannot vote while on Zoom and will have to name a proxy for voting prior to the start of the meeting.

**Legislative Committee**

Mr. Opper discussed the approach for advocacy reach out which included lived experience, personal story, and impact. Region Ten reached out to NAMI and two individuals volunteered. Out of six meetings scheduled with legislators, four were able to proceed. During the meetings, the impact of the CCHBC model application and effect of decisions involving Medicaid funding were discussed. Senator Cifers in particular asked specifically what legislators could do and what would be a worthwhile investment of time and energy. The legislators, board members, and Region Ten staff appreciated stories from NAMI partners. Mr. Opper stated that the committee will meet earlier next year for next steps.

**Finance Committee**

Dr. Blumenthal reviewed the financial statements and cash flows from last quarter with the board. Mr. Wunsh asked if everything was on track for the budget to which Ms. Crickenberger agreed.

**Bylaws- Ad Hoc Committee**

Mr. Stott discussed the committee meeting where it was proposed to add language to the bylaws to legally have full board meetings via Zoom and a

guidance document of requirements. The public would be informed prior to the meeting as well as provided a way to attend the Zoom meeting. Board meetings are restricted to two remote meetings per year. It was also advised to add language to secretary position, allowing the secretary to lead board meetings if both the chair and vice-chair are unavailable. Mr. Stott stated that the committee looked at language for specific individuals attending via Zoom and a proxy needs to be appointed before the meeting in a method that is timestamped in case of the need to vote.

Mr. Opper mentioned the board member description form and added that the description under chair's duties as well as code of conduct, confidentiality statement, etc. It was also proposed that the Executive Committee changes to reduce to officers as well as the past chair if they are still on board and the Executive Director as non-voting member. This would eliminate committee chairs so the Executive Committee is not a full quorum of the board. Mr. Opper and Mr. Stott also extended a thank you to Ms. King for joining the Bylaws Committee.

Mr. Szakos asked about the difference between proxy voting and a full online meeting, to which Dr. Beitz explained that during a fully electronic meeting all board members would be allowed to vote virtually.

Mr. Stott explained that the changes presented for review will be voted on at next month's meeting.

#### **Staff Appreciation- Ad Hoc Committee**

The group picture taken today will be included on a holiday letterhead and will send out via email to staff. Ms. Heggie stated that the committee is looking for ideas for the months of March and June and will meet in January, providing a full report during February's board meeting.

### **VIII. Other Business**

Mr. Wunsh revisited the topic of Region Ten's lawyer advising to not respond all to an email that includes the entire board, as it constitutes as being a meeting. Dr. Blumenthal suggested that the Board should invite the lawyer back since there are new members on the Board who were not present for this and other information.

Both Ms. Diggs and Ms. Heggie discovered that the board contact sheet contained incorrect phone numbers. Ms. Blakey will reach out and correct this issue.

### **IX. Consent Agenda**

Mr. Opper asked if there was motion to accept the consent agenda. Mr. Wunsh made a motion to accept the consent agenda and Ms. Diggs seconded. The approval was unanimous.

**X. Adjournment**

Mr. Opper asked if there was a motion for adjournment. Mr. Wunsh motioned for adjournment, seconded by Ms. Barrett. All were in favor and the meeting adjourned at 4:48pm.