# dLCV Board Meeting Minutes

July 26, 2025 **|** 10:00am
In-person and Zoom

## In Attendance

Board members present: Sean Campbell, Bolor Amarsanaa (at 10:05 a.m.), Heidi Campbell, Zipporah Levi-Shackleford, Lisa Lynch, Lisa Richard, Jennifer Stancil, Ken Stout, Angela Thanyachareon, Tyler Williamson (at 10:01 a.m. and left at 1:36 p.m.), Evan Wrinkle (at 10:15 a.m.), Colleen Miller

Staff: Terry Lynn Smith

Guests: None

Members absent: Greg Crapanzano, Diana Crosswhite, Cameron Lynch, Charlotte Woodward

## Call to Order

Sean Campbell, President, called the meeting to order at 10:06 a.m.

## Consent Items

Sean presented the consent agenda items. Heidi Campbell moved to adopt the consent agenda. Zipporah Levi-Shackleford seconded, and the motion passed unanimously.

- Agenda
- Progress Report
- Director's Report
- Director of External Relations Report
- Minutes – 04-26-2025
- Director of Compliance Report
- Litigation Report

## Mission & Vision

Heidi read the Mission and Vision Statements.

## Public Comment

There was no public comment.

## Mission Moment

Heidi asked Colleen Miller questions about restraint and seclusion, unexpected deaths of ID and DD residents, and social security recipients.

## President, Executive Committee

### Report from Committee Chair Meeting:
How to support one another and to have efficient meeting.

### In-person Board Meetings:
In-person board meetings in October and April. One hundred percent virtual in January and July.

### Nominating Committee:
Zipporah and Angela Thanyachareon volunteered to identify persons to serve in office positions.

### Worst Case Scenario Planning:

In best case scenario, question is not if we lose federal funding, it is how much federal funding we will lose. Best case, decrease in workforce. Worse case, significant layoffs.

- Best case scenario
  - All grants are level funding except for voting rights program
- First worst-case scenario
  - If they adopt the president's budget
    - Eliminate four programs
    - Maybe eliminate a fifth program
    - 65% cut to mental health grant
    - Government could close:
      - CAP and the state would fund this program according to the president's bill
      - P&A grant
      - AT grant
      - Voting rights program – we will lose
      - PABBS grant – 2026 program is funded out of the 2025 budget
- Second worst-case scenario
  - No budget on October 1, 2025
  - We would not have access to these funds
  - Mental health would be in a continuing resolution
  - Will we have access to our money or our carryover funds
- Two budgets being presented:
  1. Worst case
  2. 2nd worst case
- Objective planning – "BCS" ???? – easier to cross things off

- With programs slated to be eliminated, reviewing what we can wrap up, seek account representation for, notify all clients as of November 1, 2025, if we cannot serve them. If we just stop, no challenge to our law license. We will fund three litigation cases from our discretionary funds.
- As of October 1, 2025, no new cases in grants being eliminated. No new cases in mental health or PAIMI grants.
- Expecting more client grievances
- Maybe do sliding scale charges. Special education is the only one we are considering.
- Do fund-raising. "Sponsor a position!"
- Some funds through carry-over funds on October 1, 2025.
- Recruit volunteers and get a recommendation letter from dLCV after.

### Governance Discussion – Review of the Board's Operating Procedures

Colleen went over the Board's Operating Procedures on the website. Colleen recommends that a committee or council be appointed to review the following provisions:

1. PAIMI council, p 15 - recommend review by the council chair and selected council members regarding the process for appointment of members
2. Public Input timeline, p. 9 - Recommend review by the Goals and Public Awareness committee to assess whether the timeline reflects current practice
3. New provision needed – recommend proposal from the executive committee regarding regular reporting to the Board on service request grievances submitted to dLCV
4. Scan of procedures for use of certain politically sensitive terms – recommend review by executive committee

### Leadership Discussion – What does the Public Input Survey Tell Us?

Sean and Lisa Richard said that we are required to seek public input on an annual basis. Those recommendations become our goals. We are looking for an overlap or if something is missing. The sample size was 168, which is about average. It informs us what kind of work we are doing and if we are missing "hot areas". The next survey will go out in March 2026, even though it never officially closes. The survey is pushed out on Social Media and workshops. All in favor!

## Committee Reports

### Public Awareness & Goals Committee:

Terry missed this part when picking up lunch.

### Buy a Building Task Force:

Tyler Williamson reported that buying a new building is on hold. dLCV received one free month of rent due to building heating issues. Colleen negotiated a lower lease for next year.

## Governance Committee:

Terry took over the Board assessment, but Terry is leaving, so back to Donna Gilles.

- Board opening description
  - We need the Board to distribute to any place you can
  - We need more representation throughout the state
- Recruitment help needed
  - Jennifer Stancil suggested Leadership Metro Richmond (LMR) – They have an open house of people looking to serve on the Board
- Meeting in September to elect new members

## Personnel Committee:

Bolor Amarsanaa said that we met two times in May, June, and July. They have been reviewing personnel policy. Colleen may need to put an employee on administrative leave to terminate employee, when a complaint is made, or when an investigation is ongoing. Lisa Lynch is working on the language for the policy. Administrative leave is paid leave at the discretion of the executive director.

- Changes to personnel policies:
  - Admin leave, regular review (action items)
    - Policy to prevent staff from lobbying on work time
    - Personnel committee will review policies “annually”

All in favor!

## Resource Development Committee:

- Day of giving support
  - Is on Tuesday, July 29, 2025, from midnight to 11:59 p.m.
  - Asking for support from Board
  - Give and make a board match – would like 100% of the Board giving
  - Spread the word to at least 10 people
  - We have two swag bags for Board member who has the most donors or donations
  - $3,350 is the total donation from Board members as of today
- Thank a donor
  - Passed out a one-line suggestion to call and thank one donor during the Board meeting
- Report on Harrisonburg meet and greet
  - This was the fourth meet and greet
  - Things to do include set a date, find free space, and who to invite
  - We learned how to invite people with the Harrisonburg meet and greet
  - We had about 27 people
  - We followed up with an email
  - Took a team effort
  - Need to have a planning committee
  - Maneuver cities

- Need a set up and take down committee
  - Emailing was crucial
  - Have more Board members attend
  - It was a success…
  - Needed more people than Heidi and Colleen to run
  - Need a four to six month start before the date of the meet and greet
- Next meet and greet in southwest
  - Is in Abington on October 23, 2025
  - Working on a free location
  - We know who we are inviting
  - We have emails for Salsa and have a lot of input on who to invite including Tom Walk's help
  - Working on volunteers for set up and take down
  - Working on food

## Finance and Audit Committee: Evan discussed:

- Budget to actual
  - We have 36% of the budget remaining
  - Only expense which is under is the professional insurance, which is paid out once a year
  - Coming in low for budget for fiscal year
- Grant status
  - We are receiving funds from PAIMI a little bit at a time
  - We have stopped spending in the HAVA grant
  - TBI grant????
- Federal budget for FY26
  - We will end with about $200,000 in our discretionary fund
  - Preparing two budgets for new fiscal year
  - Rough times ahead
- Current audit status
  - Our auditor is not delivering on time
  - Not happy with current auditor
  - 
- Next audit

## Other Business:

There was no other business.

## Closed Session: Personnel

____________________moved to go into closed session at X:XX p.m. for the purpose of discussing personnel issues. _____________________ seconded. All in favor.

The Board came out of closed session at X:XX p.m.   After closed session, each Board member certified that only such issues as set forth in the motion for closed session were discussed

Sean adjourned the meeting at xx:xx p.m.