

CHESAPEAKE COMMUNITY SERVICES BOARD
MEETING MINUTES
FEBRUARY 12, 2007

PRESENT

Ms. Mary McQuown, Chairperson
Mr. Richard Losea, Vice Chairman
Mr. Darin Ely
Ms. Elizabeth Everett
Dr. Diane Martin
Ms. Teresa Parsons
Mr. William Pierce
Mr. John Sulfaro
Ms. Patricia Yewcic

MEMBERS ABSENT

Mr. Carl Hanbury
Ms. Janice Hudgins
Ms. Joann York

STAFF PRESENT

Ms. Cheryl Collier, Mental Retardation Program Director
Mr. George Ennels, Mental Health/Substance Abuse Program Director
Ms. Fran Hasty, Mental Retardation Program Supervisor
Ms. Rosemary Mills, Assistant Director
Ms. Terri Newman, Clinician III, Mental Health Access/Triage
Dr. Jeffrey Shelton, Mental Health/Substance Abuse Program Administrator
Ms. Lisa Vanlandingham, Fiscal Administrator
Ms. Candace B. Waller, Executive Director

CALL TO ORDER

Ms. McQuown called the meeting to order at 5:00 p.m.

INVOCATION

The invocation was led by Ms. McQuown.

APPROVAL OF AGENDA

Ms. Waller noted that two actions items were added to the Regular Agenda section. Ms. Everett moved to approve the revised agenda as presented. Ms. Yewcic seconded and all present voted in favor.

APPROVAL OF MINUTES

Mr. Pierce moved to approve the minutes of the January 8, 2007 meeting as presented. Ms. Everett seconded and all present voted in favor.

PUBLIC COMMENT

There was none.

PRESENTATION – DIALECTICAL BEHAVIORAL THERAPY, TERRI NEWMAN, CLINICIAN III

Ms. Terri Newman, Clinician III, gave a presentation on the Dialectical Behavioral Therapy (DBT) services offered at the CCSB which include a weekly group session.

CONSENT AGENDA

A. REVISION TO SLIDING FEE SCALE

ACTION ITEM: BOARD APPROVAL TO REVISE THE SHORT TERM SLIDING FEE SCALE TO BE CONSISTENT WITH 2007 HHS POVERTY GUIDELINES

B. REVISION TO THE SCHEDULE OF CHARGES

ACTION ITEM: BOARD APPROVAL TO REVISE THE SCHEDULE OF CHARGES FOR TRANSPORTATION TO \$.80 PER MILE FOR MILES ZERO TO TEN AND \$.60 PER MILE FOR EACH MILE OVER TEN

C. REVISION TO THE FY 2007 BUDGET

ACTION ITEM: BOARD APPROVAL TO REVISE THE BUDGET TO INCLUDE THE ADDITIONAL \$216,200 IN REGIONAL TRANSFORMATION FUNDING

Ms. Everett moved to approve the Consent Agenda as presented. Mr. Ely seconded and all present voted in favor.

COMMITTEE REPORT

A. COMMUNITY & GOVERNMENTAL RELATIONS – FEBRUARY 1ST

The Committee discussed developing a global plan of action for advocacy that would address contacting legislators on an ongoing basis to apprise them of the CSB's priorities. Various avenues discussed were making personal contacts, writing letters, hosting a legislative dinner, and using articles in the paper to describe our services.

The Committee identified six priority services (three on the state level and three on the local level) on which to focus our requests this year. The state priorities are Waiver slots, services for older adults, and jail diversion programs. The local priorities are funding for housing, counseling services (including psychiatry), and MR Day services.

The Committee recommends the Board adopt this global plan of action for advocacy. All present voted in favor.

The Committee recommends the Board adopt the revised service requests. All present voted in favor.

B. ADMINISTRATION & FINANCE – FEBRUARY 12TH

Mr. Losea reviewed the changes the Committee made to the policies. The Committee recommends the Board approve the revisions the following policies:

- 1.15 Board Participation in Contracting Services
- 1.16 Upon Receipt of Donated Materials
- 2.2 Administrative Component of the CCSB
- 2.3 Regular Review of the Administrative Manual
- 3.1 CCSB Code of Ethics
- 3.2 Guiding the CCSB Staffing Pattern
- 3.3 Use of Students and Volunteers
- 3.4 Employee Selection

All present voted in favor.

FINANCIAL REPORT

Ms. Vanlandingham reviewed the financial report which contained data through December 31, 2006. There is approximately \$1.5 million in excess revenue.

NEW BUSINESS

A. RESIGNATION OF JOANN YORK

Ms. McQuown accepted the resignation of Ms. York on behalf of the Board.

B. ELECTION OF BOARD SECRETARY

Mr. Losea nominated Ms. Yewcic as Board Secretary. Ms. Everett seconded and all present voted in favor.

C. REPORT FROM THE VACSB CONFERENCE

Ms. McQuown reported on the VACSB Legislative Conference. While in Richmond she met with a number of our state representatives.

D. REPORT FROM THE STATE BOARD MEETING

Mr. Pierce attended the State Board Meeting of the Department of Mental Health, Mental Retardation and Substance Abuse Services and reported on some of the highlights from the meeting.

REGULAR AGENDA

A. REVISIONS TO THE BUDGET

Ms. Everett moved the Board approve the revision to the budget to include the \$1,000 in NGRI funding. Ms. Yewcic seconded and all present voted in favor.

Ms. Everett moved the Board revise the budget to include \$42,500 in one time mental health block grant funds. Mr. Losea seconded and all present voted in favor.

B. LEGISLATIVE UPDATE

An update on the bills being considered in the General Assembly is in the blue folder.

C. VA SUPREME COURT COMMISSION ON MENTAL HEALTH LAW REFORM

Ms. Waller will provide periodic updates on the findings of this commission.

D. CITY COUNCIL GOALS

A copy of the goals that city council has established is in the attachment section. These goals may be useful for the Board members in their face to face contacts with council members.

E. REVISED WAIVER SLOT ASSIGNMENT PROCESS

In the Agency Report there is an explanation of the process used to determine how a Waiver slot is awarded as it becomes available.

OTHER

A. MEMORIAL DONATIONS

The Board received one donation in the amount of \$125 and one donation in the amount of \$50. Both donations are in memory of Brandi Leigh Parsons.

B. HOMELESS COUNT

It was noted that the *Chesapeake Clipper* carried an article detailing the Chesapeake Community Services Board's involvement in the homeless count.

There being no further business, the meeting was adjourned at 6:25 p.m.

Amy Blondell
Office Coordinator

Patricia Yewcic
Board Secretary

These minutes are subject to full Board approval.