

CHESAPEAKE COMMUNITY SERVICES BOARD
MEETING MINUTES
JUNE 11, 2007

PRESENT

Ms. Mary McQuown, Chairperson
Mr. Richard Losea, Vice Chairman
Ms. Patricia Yewcic, Secretary
Ms. Janice Hudgins, Member-at-Large
Mr. Darin Ely
Ms. Elizabeth Everett
Dr. Diane Martin
Ms. Theresa Parsons
Mr. William Pierce
Mr. John Sulfaro

STAFF PRESENT

Ms. Cheryl Collier, Mental Retardation Program Director
Mr. George Ennels, MH/SA Program Director
Ms. Rosemary Mills, Assistant Director
Dr. Jeffrey Shelton, MH/SA Program Administrator
Ms. Candace B. Waller, Executive Director

OTHER

Peggy Pfersic
Helen Spruill, President Elizabeth River Properties of Chesapeake, Inc.

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

Items were added to the New Business and Regular Agenda sections. Ms. Hudgins moved to approve the revised agenda as presented. Mr. Sulfaro seconded and all present voted in favor.

Ms. Waller informed the Board that the most recently approved minutes from the Chesapeake Assistance Trust are in the blue handout folder.

APPROVAL OF MINUTES

The wording of the summary of the Programs and Services Committee was revised to read “Comprehensive State Plan” instead of “State Comprehensive State Plan.” Dr. Martin moved to approve the minutes from the May 14, 2007 meeting as amended. Ms. Everett seconded and all present voted in favor.

PUBLIC COMMENT

Ms. Spruill updated the Board on the progress of Elizabeth River Properties of Chesapeake, Inc. in purchasing housing for use by our clients.

COMMITTEE REPORT

A. COMMUNITY & GOVERNMENTAL RELATIONS COMMITTEE – MAY 15TH

The Committee recommends the Board host an educational forum for the members of the General Assembly and City Council to thank them for past support and discuss our service priorities.

The Committee recommended the Board hold an educational opportunity on August 2, 2007 at 6:00 p.m. All present voted in favor.

The Committee recommended Board authorization of the expenditure of \$300 for the dinner. All present voted in favor.

The Committee recommended inviting a reporter to attend the educational opportunity. Mr. Losea suggested the members of the General Assembly and City Council be informed that a reporter will be present. All present voted in favor.

The Committee recommended they meet with the new City Manager on behalf of the Board of Directors.

Ms. Everett made a substitute motion on behalf of the Committee to have (1) the Board Chair or Vice Chair accompany the Executive Director when she meets with the City Manager if allowed, (2) the Board invite the City Manager to attend the August 2nd educational opportunity and (3) the Community and Governmental Relations Committee meet with the City Manager after the educational forum to answer any questions he may have. All present voted in favor.

B. ADMINISTRATION & FINANCE COMMITTEE – May 29th

The Committee reviewed the fiscal year 2008 budget and performance contract.

The Committee recommended the Board approve the FY 2008 budget and performance contract. All present voted in favor.

FINANCIAL REPORT

As of April 30, 2007 there is \$1.6 million in excess revenue. Ms. Vanlandingham was not present; Ms. Waller offered to forward any questions to her and provide answers by the next board meeting.

NEW BUSINESS

A. SEARCH COMMITTEE MEMBER APPOINTMENTS

The following have been assigned to the Search Committee to select a new Executive Director: Mr. Pierce (Chair), Mr. Losea, Ms. Hudgins, Ms. Everett, Mr. Sulfaro, George Ennels, and Dacia Marcy (an individual receiving mental health services). Mr. Pierce raised some concerns regarding Search Committee appointments, specifically the appropriateness of an employee and consumer serving on the Committee. After discussion, Ms. McQuown indicated the members of the Search Committee would stand as appointed at which time Mr. Pierce declined Chairmanship of the Search Committee. Ms. McQuown offered Chairmanship to Ms. Hudgins who declined. Ms. McQuown called for a volunteer from the other Search Committee members to accept the Chairmanship. There were none. The Search Committee will not be established.

B. COMMITTEE APPOINTMENTS

Dr. Martin has been moved from the Programs and Services Committee to the Administration and Finance Committee.

REGULAR AGENDA

A. UPCOMING BOARD MEETINGS

Dr. Martin moved the Board cancel the August 2007 meeting. Ms. Everett seconded and all present voted in favor.

The November Board meeting is scheduled for November 12th which is the day Veteran's Day will be observed. Dr. Martin moved the November Board meeting be held one week prior on November 5, 2007. Ms. Hudgins seconded and all present voted in favor.

B. GARTLAN AWARD

There were no nominations for the Gartlan Award.

C. CITY AND STATE BUDGET UPDATE

City Council voted to reduce the tax rate to \$1.04 which resulted in a reduction of \$12,005 to the CSB budget. The City Manager has asked each department to explain how they will absorb the reduction and the impact of possible future reductions.

D. BOARD MEMBER RESIGNATIONS

Mr. Hanbury and Ms. Husted have resigned from the Board. City Council will accept their resignations on June 12, 2007.

E. ARTICLE ON RESPONSE TIME OF EMERGENCY SERVICES

The Office of the Inspector General (OIG) released a report that lists the response time of the Emergency Service Units at various Community Services Boards. The Board requested detailed information on the process for receiving and responding to calls for Emergency Services

F. FY 2008 PERFORMANCE CONTRACT

No comments were received on the proposed FY 2008 Performance Contract

G. VACSB SPECIAL MEETING

The VACSB is holding a special membership meeting to discuss the priorities they will present to the 2008 General Assembly.

OTHER

A. WAIVER SLOT ASSIGNMENT PROCESS UPDATE

Mr. Losea requested clarification on the revised process for evaluating the individuals on the Urgent Wait List. Ms. Collier responded to his questions and will provide an update in the July board package.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:40 p.m.

Amy Blondell
Office Coordinator

Patricia Yewcic
Board Secretary

These minutes are subject to full Board approval.