

CHESAPEAKE COMMUNITY SERVICES BOARD  
MEETING MINUTES  
JULY 9, 2007

**PRESENT**

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

**MEMBERS ABSENT**

Ms. Patricia Yewcic, Secretary

**STAFF PRESENT**

Mr. George Ennels, MH/SA Program Director  
Ms. Rosemary Mills, Assistant Director  
Dr. Jeffrey Shelton, MH/SA Program Administrator  
Ms. Lisa Vanlandingham, Fiscal Administrator  
Ms. Candace B. Waller, Executive Director

**GUESTS**

Mary Richard Gornik  
Sandy Richards, Aide to Delegate Terrie Suit

**CALL TO ORDER**

Mr. Losea called the meeting to order at 5:00 p.m.

**INVOCATION**

Mr. Losea asked for a moment of silence in honor of the men and women serving in Iraq.

**APPROVAL OF AGENDA**

The Search Team Report was added to the agenda. Ms. Hudgins moved to approve the revised agenda as presented. Ms. Everett seconded and all present voted in favor.

**APPROVAL OF MINUTES**

Mr. Pierce moved to approve the minutes from the June 11, 2007 meeting as presented.  
Mr. Sulfaro seconded and all present voted in favor.

**PUBLIC COMMENT**

There was none.

**PRESENTATION – EMERGENCY SERVICES AND THE COMMITMENT PROCESS,  
GEORGE M. ENNELS, MENTAL HEALTH/SUBSTANCE ABUSE PROGRAM DI-  
RECTOR**

Mr. Ennels presented information on the structure of the Emergency Services unit. This included information on the staffing complement and the role of the crisis center in receiving calls when CSB offices are closed.

**CONSENT AGENDA**

**A. REVISION TO THE FY 2008 BUDGET**

Board approval to revise the budget to include the additional \$255,749 in state funding.

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

**COMMITTEE REPORT**

**A. COMMUNITY & GOVERNMENTAL RELATIONS COMMITTEE – June 11<sup>th</sup>**

Mr. Ely reviewed the Committee's plans for the August 2<sup>nd</sup> Legislative Dinner including the approved letter of invitation, the draft agenda, and the handout for the event.

**B. EXECUTIVE COMMITTEE – JUNE 14<sup>TH</sup>**

The Executive Committee accepted the resignation of Mary McQuown from the Board of Directors. Ms. Everett moved the Board ratify the Executive Committee's acceptance of Ms. McQuown's resignation. All present voted in favor.

The Executive Committee approved the appointment of the following to the Executive Director Search Team: Liz Everett, Janice Hudgins, Bill Pierce and Richard Losea. Mr. Ely moved the Board ratify the Search Team appointments as recommended by the Executive Committee. All present voted in favor.

The Executive Committee submitted recommendations on the roles and responsibilities of the Search Team. Mr. Losea withdrew the Committee's recommendation.

**C. SEARCH TEAM – JULY 2<sup>ND</sup> AND JULY 9<sup>TH</sup>**

Mr. Losea reviewed the Search Team's recommended roles and responsibilities. Ms. Everett moved the Board approve the amended roles and responsibilities of the Executive Director Search Team in lieu of those recommended by the Executive Committee. Mr. Sulfaro seconded and all present voted in favor.

## FINANCIAL REPORT

Ms. Vanlandingham reviewed the financial report as of May 31, 2007 which shows \$1.2 million in excess revenue

## NEW BUSINESS

### A. ELECTION OF OFFICERS

Ms. Hudgins moved to nominate Mr. Losea as Chairman. Mr. Sulfaro seconded. Mr. Losea called for other nominations. There were none and Ms. Everett moved to close nominations. Mr. Losea was appointed Chairman by acclamation.

Mr. Losea called for nominations for Vice Chairman. Ms. Hudgins moved to nominate Mr. Ely as Vice Chair. Dr. Martin seconded. Mr. Pierce moved to close the nominations and appoint Mr. Ely by acclamation.

### B. UPDATE ON ELIZABETH RIVER PROPERTIES OF CHESAPEAKE, INC.

**THIS WAS AN IMPROMPTU ADDITION TO THE AGENDA**

Ms. Mills updated the Board on the progress of Elizabeth River Properties of Chesapeake, Inc. (ERP-C) efforts to purchase housing for individuals served by the Chesapeake CSB. They have closed on one property and are scheduled to close on another by the end of July.

## REGULAR AGENDA

### A. REQUEST FOR INPUT INTO CITY 2008 LEGISLATIVE PACKAGE

The City has requested input on their 2008 Legislative Package. Ms. Everett moved the Board submit the draft from the Community and Governmental Relations Committee as amended to update numbers where appropriate. Ms. Hudgins seconded and all present voted in favor.

### B. REQUEST FOR INPUT ON THE VACSB LEGISLATIVE INITIATIVE

The Virginia Association of Community Services Boards has requested input from CSBs statewide on recommended changes to the state code. Ms. Hudgins moved the Community & Governmental Relations Committee review the sections of the state code relative to Community Services Boards and make a recommendation to the Executive Committee. The Executive Committee will present their recommendations for ratification by the full board at the September meeting. Ms. Everett seconded and all present voted in favor.

### C. UPDATE ON NEW POSITIONS FOR FY 2008

Ms. Waller provided the Board with an update on the request to create new positions. The original request included a Residential Development Manager. Ms. Waller is requesting Board approval to delete the request for the Residential Manager and instead hire a Transpor-

tation Manager. Ms. Everett moved the Board approve deleting the Residential Development Service for fiscal year 2008 and adding a transportation management service. Mr. Sulfaro seconded and all present voted in favor.

## **OTHER**

### **A. FRAUD INVESTIGATION**

Ms. Hudgins requested an update on the fraud investigation. The City's Audit department has completed their investigation and is waiting to see what action the Board will take.

### **B. UPDATE ON WAIVER SLOT ASSIGNMENTS**

Mr. Sulfaro requested an update on the process to award the waiver slots. A contract employee visited each family on the urgent wait list to complete the ICAP evaluation tool. The information collected is being redacted and will be sent to the panel members for scoring.

### **C. OUTPATIENT MENTAL HEALTH PROGRAM HIGHLIGHTS**

Mr. Pierce requested clarification on the mental health group for adult male sex offenders. The individuals attending this group are convicted sex offenders who have been court ordered to receive mental health treatment. The individuals attending the group are not violent sexual predators.

### **D. CLUBHOUSE PHOTOGRAPHY PROJECT**

Ms. Waller showed some of the photographs taken by Clubhouse members to the Board. The photos will be framed, labeled with the photographers' name and title of the photograph, and hung in various areas of the building.

## **ANNOUNCEMENTS**

### **A. VACSB meeting on 2008 Legislative Priorities**

Tuesday July 17<sup>th</sup> at 2:30 p.m.  
VACSB Office, Glen Allen, VA

### **B. Legislative Dinner**

Thursday August 2<sup>nd</sup> at 6:00 p.m.  
Board Room

## **ADJOURNMENT**

There being no further business, Ms. Hudgins moved to adjourn the meeting at 6:20 p.m. Ms. Parsons seconded and all present voted in favor.

Amy Blondell  
Office Coordinator

Patricia Yewcic  
Board Secretary

*These minutes are subject to full Board approval.*