

CHESAPEAKE COMMUNITY SERVICES BOARD
MEETING MINUTES
SEPTEMBER 10, 2007

PRESENT

Mr. Richard Losea, Chairman
Ms. Janice Hudgins, Member-at-Large
Ms. Patricia Yewcic, Secretary
Mr. Jeffrey Coleman
Ms. Elizabeth Everett
Dr. Diane Martin
Ms. Teresa Parsons
Mr. William Pierce
Mr. John Sulfaro

MEMBERS ABSENT

Mr. Darin Ely, Vice Chairman

STAFF PRESENT

Ms. Christine Bradshaw-Earl, Emergency Services Program Supervisor
Mr. George Ennels, MH/SA Program Director
Ms. Fran Hasty, MR Case Management Program Supervisor
Ms. Rosemary Mills, Assistant Director
Ms. Lisa Vanlandingham, Fiscal Administrator
Ms. Candace B. Waller, Executive Director

GUESTS

John Erb
Lynn Hoffman
Katherine Hoffman

CALL TO ORDER

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

INVOCATION

The invocation was led by Mr. Losea.

INTRODUCTION OF NEW BOARD MEMBER JEFFREY M. COLEMAN

Mr. Jeff Coleman, newly appointed Board member was introduced to other the members of the Board of Directors.

APPROVAL OF AGENDA

A discussion on state budget cuts was added to the agenda. Ms. Hudgins 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 from the July 9, 2007 meeting as presented.

Mr. Sulfaro seconded and all present voted in favor.

PUBLIC COMMENT

Mr. John Erb addressed the Board with his concerns regarding the removal of an individual receiving mental retardation services from a group home run by Mr. Erb. Mr. Erb and the client's guardian indicated that the client has sustained injuries since being placed in the new home.

Mr. Pierce moved that the Chesapeake Community Services Board hold a closed meeting to: discuss medical and mental records excluded from the Virginia Freedom of Information Act pursuant to subdivision 1 of section 2.2-3705.5 as permitted by section 2.2-3711 (A) (15) of the Code of Virginia.

Mr. Sulfaro seconded, and the motion passed by a vote of nine-to-one.

The board has come out of its closed meeting and is now in open meeting. Under the provisions of section 2.2-3705.5 of the Virginia Code, we shall now take a roll call vote. Each member must respond either "aye" or "no" to the following statement:

To the best of each member's knowledge: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, **and** (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting just completed by this board.

The statute requires that, if any member of this board believes that there was a departure from the standards of this statement during the closed meeting, that member must so state before we take the roll call vote, and must indicate the substance of the departure which that member believes has occurred. Does any board member wish to make such a statement at this time?

Having heard no such statements (or, having heard all statements regarding departure from the standards for closed meeting), the clerk will now call the roll. An "aye" vote means that you believe the board complied with the standards I have read to you. A "nay" vote means that you believe the board did not comply. Remember, if you plan to vote "nay" you must so state, and explain the basis of your "nay" vote, before our roll call. Madam Secretary, please call the roll.

| | | | |
|-------------|--------|-------------|-----|
| Mr. Coleman | aye | Dr. Martin | aye |
| Mr. Ely | absent | Ms. Parsons | aye |
| Ms. Everett | aye | Mr. Pierce | aye |
| Ms. Hudgins | aye | Mr. Sulfaro | aye |
| Mr. Losea | aye | Ms. Yewcic | aye |

The vote of the board shall be recorded in the minutes of the meeting. In addition, any statement by a board member that there was a departure from the closed meeting requirements shall also be recorded in the minutes.

FINANCIAL REPORT

Mr. Losea called for a discussion of the financial report. Ms. Vanlandingham reported that at the end of the fiscal year (June 30, 2007) there was \$215,000 in available excess revenue.

PRESENTATION – INVOLUNTARY OUTPATIENT COMMITMENT

Mr. Ennels, Mental Health/Substance Abuse Program Director presented information on the procedures related to involuntary outpatient commitment. It is anticipated that the State will pass laws related to outpatient commitment that could affect the way the CSB provides services.

CONSENT AGENDA

A. ACCEPTANCE OF DONATION

Board acceptance of a donation of \$1,000 to the Infant Intervention Program from the Kiwanis Club.

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

COMMITTEE REPORT

A. SEARCH TEAM – JULY 9th, AUGUST 1ST AND 2ND

Mr. Losea updated the Board on the actions of the Search Team to recruit for the position of Executive Director. All applications have been received and reviewed by Human Resources. At the next meeting, scheduled for September 10th immediately following the board meeting, the Search Team will select the questions to be asked at the interview.

B. COMMUNITY & GOVERNMENTAL RELATIONS COMMITTEE – AUGUST 6TH

The Committee met to discuss the Legislative Dinner held on August 2nd. The handouts were mailed to the legislators who were unable to attend.

The VACSB requested input from the Community Services Boards on amendments to the portions of the Code of Virginia that pertain to CSBs. The Committee reviewed Section 37.2-502 of the Code of Virginia Community Services Board members; term of office; vacancies; removal. The Committee recommends that the CCSB submit a recommendation to amend this section to specify that a board member may be re-appointed to the board after a one-year period has elapsed since the end of the member's last three year term. All present voted in favor of validating a previous Executive Committee approval of the committee recommendation.

COMMITTEE ASSIGNMENTS

Mr. Losea assigned Mr. Coleman to the Administration and Finance Committee.

REGULAR AGENDA

A. BUDGET WEEK IN THE CITY

The City will hold four public hearings on the budget which will include a period for public comment.

Ms. Everett moved that the Board chairman attend a public hearing and address the service priorities previously identified by the Board of Directors. Mr. Sulfaro seconded and all present voted in favor.

B. CHANGE IN OUR INPUT INTO THE CITY LEGISLATIVE PACKAGE

Since the CCSB submitted their input into the legislative package, the State has had a number of discussions in relations to the incident at Virginia Tech. Ms. Waller asked if the Board, based on this, would like to amend their submission.

Ms. Everett moved that the CCSB add to our revised submission a request that if we are required to provide additional mandated services, additional funding be allocated for these services rather than re-allocated already earmarked for mental health, mental retardation and/or substance abuse services. Mr. Sulfaro seconded and all present voted in favor.

C. REQUEST TO CONDUCT A RESEARCH STUDY

A doctoral student from Old Dominion University has requested permission to conduct a research study on the CCSB's Friends and Family Program. Ms. Hudgins moved the Board approve the request to conduct a research study in the Friends and Family Program. Mr. Pierce seconded and all present voted in favor.

D. CHILD AND ADOLESCENT CASE MANAGER POSITION

The Board previously approved a request to create a child and adolescent case manager to serve the 3 to 8 year old population. Leadership Team believes there is a population with a greater need and is seeking Board approval to provide services to youth in the Tidewater Detention Home as well as children who are at risk for serious emotional disturbance.

Ms. Parsons moved the Board amend the duties of the child and adolescent case manager position approved by the Board in the spring. Ms. Yewcic seconded and all present voted in favor.

E. VACSB PUBLIC POLICY CONFERENCE

The VACSB Public Policy Conference is scheduled for October 3 through 5 in Wintergreen. Mr. Ely will be asked if he is interested in attending.

F. ALL STAFF MEETING

Leadership Team would like to hold an all staff meeting. Ms. Everett moved the Board support closing services the afternoon of November 8th and allocating \$800 for food for an all staff meeting. Ms. Hudgins seconded and all present voted in favor.

G. ANNUAL REPORT

This month's board package includes an annual report on activities during fiscal year 2006 – 2007.

H. STATE BUDGET CUTS

Ms. Waller provided information on impending state budget cuts and how they could impact services.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:04 p.m.

Amy Blondell
Office Coordinator

Patricia Yewcic
Board Secretary

These minutes are subject to full Board approval.