

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, January 28, 2010 at 6:00 p.m. at 20 West Bank Street, Suite 6, Petersburg, Virginia.

I. Shel Bolyard-Douglas called the meeting to order at 6:03 p.m.

II. Roll Call:

PRESENT: Shel Bolyard-Douglas, Chair	Cornell Prince, II
Raenord B. Walker	Marion Wilkins
Carolyn A. Thompson	Rhonda Greene
Willadean C. Harrison	Kenneth J. Robinson
George W. Pugh	Patricia Harper
Lance P. Forsythe	Brenda Burgess
John H. Weigel	H. Martin Robertson, Board Counsel
Isabel Vartanian	

III. Approval of the Agenda

MOTION: Mr. Prince moved to approve the agenda as presented.

Seconded by: Mr. Robinson

Motion carried.

IV. Approval of the Minutes

MOTION: Ms. Thompson moved to approve the minutes of the December 10, 2009 meeting as presented.

Seconded by: Ms. Vartanian

Motion carried.

V. Public Comments—None

VI. Nominating Committee Report and Selection of Officers for 2010:

Mr. Robinson thanked the committee for their work. The committee presented the officers for 2010: Ms. Bolyard-Douglas as chair, Mr. Forsythe as vice-chair and Ms. Wilkins as treasurer.

MOTION: Ms. Vartanian moved to approve the selection of officers for 2010.

Seconded by: Ms. Harrison

Motion carried.

VII. Recognition of Employees:

Joe presented Jeff Chieppa, Database Administrator, his award for November Employee of the Month.

Joe recognized Sherri Condell, SA Therapist, for her award for December Employee of the Month.

VIII. Overview of Budgetary Reductions impact on Intellectual Disability System:

Carol Webster, Adult Services Director, gave an overview of the cuts proposed by the general assembly and how it would affect District 19's ID consumers. Discussed the VACSB's (Virginia Association of Community Services Board) advocacy request on priority budget amendments. Carol asked board members to write to their legislators. Joe stated he would send out the VACSB priorities, template letter and a list of legislators to the board members.

IX. Old Business. There was no old business.

X. New Business.

A. Items A. – Proposed Changes to the Family and Medical Leave Policy

The changes are being proposed to improve the wording of these policies and to move from a calendar year timeline to a floating 12 month schedule when allowing the 12 weeks of leave under FMLA.

Motion: Mr. Forsythe moved to approve the proposed changes in the FMLA policy.

Second: Mr. Pugh.

Motion Carried.

XI. Informational Items:

A. Financial Report – Provided for informational purposes.

B. Staff Advisory Committee Minutes – Provided for informational purposes.

C. VACSB Priorities- Provided for informational purposes.

- D. **FY 09 Audit Report-** Provided for informational purposes. This is an unqualified opinion which is the preferred. Discussed the fund balance which is within the recommendation of the auditors.
- E. **VACSB Annual Report-** Provided for informational purposes. District 19 is not covered in this report. The information was submitted a few days late.
- F. **2010 JAG Grant-** If approved this grant would bring \$75000 annually to the agency. It has the potential to be renewed for 3 years. This funding would assist in the diversion of non-violent mental health consumers from the judicial system.
- G. **Letter from John Kines-** The By-law committee will meet to review the by-laws in reference to board membership. The committee will bring information to the next board meeting.

XII. Board members were encouraged to contact Naomi to report if they themselves or a family member have received any behavioral health care (mental health, intellectual disability or substance abuse) from any agency at any point in time. This information is a reporting requirement for the department and will get the agency closer to being compliant with the Code of Virginia. The code states, “One-third of the appointments to the board shall be identified consumers or former consumers or family members of consumers or former consumers, at least one of whom shall be a consumer receiving services.”

XIII. Adjournment:

MOTION: Mr. Robinson made the motion to adjourn the meeting.

Second: Mr. Pugh.

Motion carried.

There being no further business, the meeting adjourned at 6:59 p.m.

Shel Bolyard-Douglas, Chair

(Date)