

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, September 23, 2010 at 6:00 p.m. at 20 West Bank Street, Suite 6, Petersburg, Virginia.

I. Joseph Hubbard called the meeting to order at 6:00 p.m. Mr. Hubbard found a provision in the By-Law's that limits the Board's officer's term to two years. He advised the Board that the current Chair's term had expired and she could no longer serve in that capacity. Mr. Robertson advised Mr. Hubbard that there were two options available: 1. Board members can elect the current vice-chair, Lance Forsythe as the new chair and then elect a new vice chair to officiate the meeting tonight, or 2. Board members can elect a new chair to serve through the end of the calendar year.

MOTION: Shel Bolyard-Douglas made a motion to elect Mr. Weigel as Chair for the balance of this calendar year.

Seconded by: Isabel Vartanian

Motion Carried. John Weigel accepted the office of Chair.

II. Roll Call:

PRESENT: John H. Weigel, Chair	Cornell Prince II
Raenord B. Walker	Ronald W. Washington
Carolyn A. Thompson	Mary B. Bagshaw
Willadean C. Harrison	Donald Hunter
Shel Bolyard-Douglas	Phyllis Moore-Tolliver
George W. Pugh	Stephanie Parker
Isabel Vartanian	H. Martin Robertson, Board Counsel

III. Approval of the Agenda

MOTION: Mrs. Thompson moved to approve the agenda as presented.

Seconded by: Ms. Vartanian

Motion carried.

IV. Approval of the Minutes

MOTION: Mr. Hunter moved to approve the minutes of the May 27, 2010 meeting as presented.

Seconded by: Ms. Vartanian

Motion carried.

MOTION: Mrs. Bagshaw moved to approve the minutes of the June 25, 2010 meeting as presented.

Seconded by: Ms. Vartanian

Motion carried.

V. Public Comments – None

VI. Recognition of Employees:

Joe recognized Colleen Jiggetts, QMHP, for her award for June Employee of the Month.

Joe recognized Vicky Cypress, Early Childhood Special Educator, for her award for August Employee of the Month.

Joe presented Pamela McDaniel, Prevention Specialist, her award for September Employee of the Month.

VII. New Board Member Introductions:

The Board welcomed Dr. Phyllis Moore-Tolliver (Sussex) and Mrs. Judy Lyttle (Surry). The Board also welcomed Stephanie Parker, the new ex-officio, from Fort Lee.

VIII. Old Business-None.

IX. New Business.

A. Proposed Changes to D19CSB Bylaws

Mr. Hubbard handed out the proposed D19CSB Bylaws for members to review.

The revisions include:

1. Removing the sentence “No Officer may serve more than two consecutive terms in the same office” in Article VI, Section 3.
2. Changing Article VII, Section 1 to read, “Eight scheduled meeting shall be held during the course of the year in September, October, December, January, February, March, April, and May. This change reflects the current practice of the Board.
3. Removing in Article VII, Section 4 the sentence “In the event that a regularly scheduled meeting is absent a quorum and there is business that required immediate attention, the Chairperson may elect to conduct a vote via telephone”. Virginia Code does not allow the Board to vote via telephone.

The Board will vote on the changes at the October 28, 2010 meeting.

B. Letter of Intent to Department of Medical Assistance Services (DMAS).

Mr. Hubbard provided an overview of the need to sign the letter of intent based on the need to continue to be a provider of services currently funded by Medicaid in the event that DMAS carves out Medicaid Funds to a managed care entity.

MOTION: Mr. Hunter moved to approve the letter as presented to the Board.

Seconded by: Mrs. Bagshaw

Motion carried.

X. Information Items

Info Item A – Financial Report – Provided for informational purposes. Joseph Hubbard distributed the July report at the meeting. Mr. Hubbard also discussed the possibility of a 3% bonus recommendation to the Board at the next meeting if the funds are available. Mr. Hubbard also pointed out to the Board the decrease of SPO revenues. The decrease may be related to the new electronic process required for pre-authorizations. The Board is in the process of finding the cause. If there is a significant decrease of Medicaid funds then Mr. Hubbard will not bring the bonus to the Board. Mr. Weigel applauded the end of year percentages that the Board continues to carry and thanked the staff for their hard work.

Info Item B – Staff Advisory Committee Minutes – Provided for informational purposes. Mr. Hubbard reviewed what SAC does for the new members to the Board. SAC helps provide direct communication from staff to the leadership team.

Info Item C – Crisis Intervention Team (CIT) Grant – Notified the Board that District 19 has been awarded a federal grant of \$75,000 that is renewable for three years. This grant will assist with training law enforcement in our catchment areas on how to deal with non-violent people who exhibit mental illness and how to de-escalate a situation. District 19 is in the process of hiring a CIT Coordinator to handle this process.

Info Item D – Board Meeting Time/Location Change – Discussed available space to have board meetings at the new Greenville location. The Board was open to rotating meetings between the new location and the current meeting location at Bank Street. The Board decided due to work schedule conflicts of some members not to have morning meetings but to have meetings begin at 5:30 p.m. instead of 6:00 p.m. The Board was willing to begin having alternating meetings in January if possible.

XI. Other Actions

John H. Weigel asked board member who were interested in joining the Nominating Committee to join him this evening after the board meeting ended tonight.

Mr. Hubbard announced that Naomi Kaiser's change in positions with the agency. She is now the new Data Specialist. Mr. Hubbard is in the process of selecting a new Administrative Assistant/Office Manager.

XII. Board Member Comments:

Stephanie Parker, Ex-Officio for Ft. Lee, introduced herself and is looking forward to working with District 19.

Ronald Washington thanked the counselors from District 19 who serve the Crater Detention Center.

Rev. Pugh thanked the Board for the work that has been done in Emporia with the ID children.

Mrs. Harrison attended a Dinwiddie School meeting with Andrei Rodin. She is looking forward to working with Mr. Rodin in the school system.

Dr. Moore-Tolliver, Surry, introduced herself.

Mr. Walker has been hearing comments on the good work District 19 has been doing in the Colonial Heights Schools.

Mrs. Bagshaw has been hearing good reports from the local hospitals about the District 19 staff who serve them.

Ms. Vartanian stated the employees at District 19 do an excellent job.

Mr. Prince stated consumers in the City of Petersburg express good experiences with staff of District 19. He also stated he was glad to hear about the CIT Grant.

Mrs. Bolyard-Douglas will be attended a meeting tomorrow for the program Smart Beginnings. This is an intervention program geared toward children 0-5 years of age. This will assist with coordinating education, mental health and medical needs.

XIII. Adjournment:

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

Second: Mrs. Harrison

Motion carried.

There being no further business, the meeting adjourned at 7:09 p.m.

John H. Weigel, Interim Chair

(Date)