

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, April 28, 2011 at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

I. Lance Forsythe called the meeting to order at 6:00 p.m.
He welcomed all the members present to the April meeting.

II. Roll Call:

PRESENT:	Lance P. Forsythe, Chair	Rhonda Greene
	Raenord B. Walker	Mary B. Bagshaw
	Carolyn Thompson	Donald Hunter
	George W. Pugh	Phyllis Moore-Tolliver
	John Weigel	Ray Spicer
	Isabel Vartanian	Cornell Prince, II
	Stephanie Parker	

ABSENT: Willadean Harrison
Judy Lyttle
Ronald Washington
Kenneth Robinson
H. Martin Robertson
Patricia Harper

III. Approval of the Agenda

MOTION: Ms. Thompson made a motion to approve the agenda as presented.

Seconded by: Mr. Weigel

Motion carried.

IV. Approval of the Minutes

MOTION: Ms. Bagshaw moved to approve the minutes of the March 24, 2011 meeting as presented.

Seconded by: Ms. Vartanian

Motion carried.

V. Public Comments - There were no Public Comments.

VI. New Board Member Introduction

Col. Forsythe introduced Mr. Ray Spicer as the new Board member representing Dinwiddie County. Mr. Spicer replaces Shel Bolyard-Douglas.

VII. Recognition of Employees

Mr. Hubbard recognized April Employee of the Month, Arnecia Johnson.

VII. Old Business – There was no Old Business.

VIII. New Business

Mr. Hubbard reviewed the Protocol for Children Services Assessments, developed as the result of State legislation. It requires CSB's to provide assessments of children to determine if services are needed and, if so, what types of services are needed. CSB's who perform the assessments will not be providing the identified services or making recommendations with regard to the providers. They can offer a list of providers who offer the services. In order to be included on the list, the service providers will have to provide District 19 with, at minimum, a copy of their license to provide the services. The parent and/or legal guardian will decide who will provide the services. At this time, there is minimal information as to what specific requirements are and what the fees will be. District 19 will have to hire a person to perform these assessments.

MOTION: Mr. Hunter made the motion to approve the Assessment Protocol as presented, with the understanding that D19 will have the leeway to revise and adopt different aspects as information is received regarding requirements of the legislation.

Seconded by: Mr. Weigel.

Motion carried.

IX. Informational Items

- A. Financial Report** – Provided for informational purposes. Mr. Hubbard reviewed the financial reports with the Board.
- B. Staff Advisory Committee Minutes** – There were no SAC minutes. Mr. Hubbard invited the Board members to the May All Staff meeting on May 20, 2011 at Children's Home of Virginia Baptist, Inc. Details, including directions and agenda, will be mailed to the members.
- C. Review of Allocation of Local/State Funds** – Provided for informational purposes. Mr. Hubbard reviewed the spreadsheets on allocation of local/state funds and answered questions regarding various items on the update.

X. Executive Session

MOTION: At 6:59 pm Ms. Bagshaw moved to go into Executive Session under direction of Chapter 37 of the Virginia Freedom of Information Act, §2.2.3712 of the Code of Virginia to discuss personnel and legal matters.

Seconded by: Ms. Vartanian

Motion carried.

MOTION: At 7:36 pm Mr. Hunter moved to reconvene regular session.

Seconded by: Ms. Thompson

Motion carried.

The Chairman announced an Executive Session was held in accordance with Chapter 37 of the Virginia Freedom of Information Act, § 2.2.3712 of the *Code of Virginia*. A roll call was taken certifying that to the best of each Board member's knowledge only public business matters lawfully exempted from open meeting requirements, and only such public business matters as were identified in the motion by which the executive session was convened were heard, discussed or considered in the meeting.

Lance P. Forsythe - yes

Raenord B. Walker - yes

Carolyn Thompson - yes

George W. Pugh - yes

John Weigel - yes

Isabel Vartanian - yes

Rhonda Greene - yes

Mary B. Bagshaw - yes

Donald Hunter - yes

Ray Spicer - yes

Cornell Prince, II - yes

MOTION: Mr. Hunter moved to approve the Executive Director Evaluation submitted by the Committee with and overall rating of 4.7325.

Seconded by: Ms. Vartanian

MOTION: Mr. Hunter moved to table the change in compensation for the Executive Director until the next meeting after the presentation of the proposed Budget for next fiscal year. He asked that the proposed budget be provided to the board members as soon as possible before the next board meeting.

Seconded by: Mr. Walker

VIII. Adjournment:

MOTION: Rev. Pugh made the motion to adjourn the meeting.

Seconded by: Ms. Vartanian

Motion carried.

There being no further business, the meeting adjourned at 7:47 p.m.

Col. Lance Forsythe, Chair

(Date)