

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, October 27, 2011 at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

I. Col. Lance Forsythe called the meeting to order at 6:00 p.m. He welcomed all the members present to the October meeting. He also welcomed Ms. Frances Randolph from Surry County, who replaces Ms. Lyttle on the Board.

II. Roll Call:

PRESENT:	Lance P. Forsythe, Chair	Rhonda Greene
	Raenord B. Walker	Mary Bagshaw
	Carolyn Thompson	Donald Hunter
	Willadean Harrison	Phyllis Moore-Tolliver
	Ray Spicer	Kenneth J. Robinson
	George Pugh	Judy Lyttle
	John Weigel	Cornell Prince, Jr.
	Cornell Prince, II	Frances Randolph

ABSENT:	Ronald Washington	Patricia Harper
	Isabel Vartanian	Stephanie Parker

III. Approval of the Agenda

Col. Forsythe asked that Item D: Crisis Stabilization Funds be added to Section IX. Informational Items.

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

Seconded by: Mr. Hunter

Motion carried.

IV. Approval of the Minutes

MOTION: Mr. Robinson moved to approve the minutes of the September, 2011 meeting as presented.

Seconded by: Rev. Pugh

Motion carried.

V. **Public Comments** - There were no Public Comments.

VI. **Recognition of Employees**

Mr. Hubbard recognized October Employee of the Month, Patty Horner.

VII. **Old Business** – There was no Old Business.

VIII. **New Business**

A. **Procurement Policy** – Mr. Hubbard reviewed the proposed District 19 CSB Procurement Policy which was developed at the recommendation of the auditors. The proposed policy is in compliance with State Regulations. District 19 CSB has been following the State Procurement Policy.

MOTION: Mr. Hunter moved to approve District 19 CSB Procurement Policy as presented.

Seconded by: Ms. Greene

Motion carried.

B. **FY12 Budget Amendments** – Mr. Hubbard reviewed budget amendments with the stated that the changes were small and based on information received since the approval of the initial budget. Any additional changes will be presented to the board as they arise.

MOTION: Mr. Robinson moved to approve the FY12 Budget Amendments as presented.

Seconded by: Ms. Bagshaw

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

C. **DMAS Managed Care** – Mr. Hubbard reviewed an RFP request from DMAS that will be forthcoming for a Behavioral Health Services Administrator for members enrolled in the FAMIS program.

D. **Crisis Stabilization Funds** – Mr. Hubbard reported that we submitted a proposal for Crisis Stabilization funds that the General Assembly had allocated to the Department. We have been unofficially notified that we have been selected to receive those funds. This money will allow us to hire a Crisis Stabilization

Specialist to oversee a team of part-time staff for the Crisis program. When we get a call from someone stating that a consumer needs hospitalization, the specialist will perform an assessment and determine if Crisis Stabilization can better meet the needs of the consumer. The details of this program is still being worked out. We currently have access to a similar program in Richmond, but because of the distance usage of the program has declined. This funding will give us mobile stabilization in our catchment area, at least to the capacity that the funding will provide. We should receive \$145,000, pending final approval in July.

X. Board Comments - None

XI. Adjournment:

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

Seconded by: Ms. Bagshaw

Motion carried.

There being no further business, the meeting adjourned at 6:31 p.m.

Col. Lance Forsythe, Chair

(Date)