

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, April 26, 2012 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 April meeting.

II. Roll Call:

PRESENT:	Lance P. Forsythe, Chair	Rhonda Greene
	Raenard Walker	Donald Hunter
	Carolyn Thompson	Ray Spicer
	Cornell Prince, II	Phyllis Moore-Tolliver
	George Pugh	Kenneth J. Robinson
	John Weigel	Patricia Harper

ABSENT:	Ronald Washington	Stephanie Parker
	Isabel Vartanian	Frances Randolph
	Ray Lupold	Mary Bagshaw
	Willadean Harrison	

III. Approval of the Agenda

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

Seconded by: Mr. Robinson

Motion carried.

IV. Approval of the Minutes

MOTION: Mr. Robinson moved to approve the minutes of the March, 2012 meeting as presented.

Seconded by: Mr. Walker

Motion carried.

V. Public Comments – Mr. Hubbard invited the members of the Board to the All Staff meeting on May 18th at 12noon.

VI. Recognition of Employees – None

VII. Old Business – None

VIII. New Business

A. VRS Resolution – Mr. Hubbard reviewed the Resolution with the Board. There are two issues the Board needs to address. First, Employees will be required to pay 5% towards their retirement effective FY13. The employer will also be required to match that additional increase in pay. This change can either be effective in FY 13 or phased in over a 5 year period. Mr. Hubbard’s recommendation to the Board is to implement the full amount in FY 13, as it will ultimately be a benefit to the Employee for future retirement calculation with minimal costs to the employer. The second item is the increase in the employer contribution percentage, of which we were notified in December 2011. Mr. Hubbard recommends that we phase in this increase over the next three biennia, as follows: increase based on 80% of the new actuarial rates that will be released prior to FY 2014-15; 90% of the rates for 2016-2017, and 100% of the rates for 2018 forward. This will not negatively impact the retirement benefits of staff. If the Board approves this election, there will be a “net Pension Obligation” note that the auditors will need to put in our financial report each year to indicate the amount that we will need to be increasing our contributions over the next few biennia.

MOTION: Mr. Hunter moved that the Board approve the request to address the VRS changes as presented and to allow the full 5% to be swapped between the Employee and Employer and provide for a .5% increase in the Employee’s salary, resulting in a 5.5% total salary adjustment.

Seconded by: Mr. Weigel

Motion carried.

B. Needs Assessment Questionnaire – Tabled until next meeting so that the Board will have time to review the questionnaire and offer feedback.

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. Annual Report – Provided for informational purposes.

X. Executive Session

MOTION: At 6:50 pm Mr. Robinson 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. Thompson

Motion carried.

MOTION: At 7:00 pm Pugh moved to reconvene regular session.

Seconded by: Mr. Robinson

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

Raenard Walker - yes

Carolyn Thompson - yes

Cornell Prince, II - yes

George Pugh - yes

John Weigel - yes

Rhonda Greene - yes

Donald Hunter - yes

Ray Spicer - yes

Phyllis Moore-Tolliver - yes

Kenneth J. Robinson – yes

MOTION: Mr. Hunter moved to approve the Executive Director Evaluation submitted by the Committee and that the committee recommends that the Executive Director receive a 5.5% increase to offset the VRS contribution changes. In addition, whatever raise may be included in the budget for the FY 13 operating budget will be extended to the Executive Director as well.

Seconded by: Mr. Robinson

XI. Board Comments - None

XII. Adjournment:

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

Seconded by: Mr. Robinson

Motion carried.

There being no further business, the meeting adjourned at 7:05 p.m.

Col. Lance Forsythe, Chair

(Date)