

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, October 24, 2013 at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

**I.** The Chairman, Col. Lance Forsythe, called the meeting to order at 6:00 p.m.

**II. Roll Call:**

**PRESENT:** Col. Lance Forsythe    Cornell Prince, II  
W. Joe Green                      Frances Randolph  
Sherry Saunders                Willadean Harrison  
Roger Wiley                        Phyllis Moore-Tolliver  
Donald Hunter                    Kenneth Robinson  
Ray Spicer                         Carolyn Thompson  
John Weigel                        Rhonda Green

**EXCUSED:** Isabel Vartanian            Shel Bolyard-Douglas  
Ronald Washington            Patricia Harper  
Stephanie Parker

**III. Approval of Agenda**

**MOTION:** Mr. Robinson made the motion to approve the agenda as presented.

Seconded by: Mrs. Thompson

Motion carried.

**IV. Approval of Minutes**

**MOTION:** Mr. Robinson made the motion to approve the minutes of the September 26, 2013 meeting as presented.

Seconded by: Mr. Prince

Motion carried.

**V. Public Comments** – There were no public comments.

**VI. Recognition of Employees** – There were no Employee of the Month nominations for this month.

**VI. New Business**

**Item A: Revised FY 14 Budget** – Mr. Hubbard highlighted changes in funding and related expenditures. Board members were given copies of the revised budget for review.

**MOTION:** Mr. Hunter made the motion to accept the revised FY 14 budget as presented.

Seconded by: Mr. Green

Motion carried.

**Item B: Strategic Plan** – District 19 has had a Strategic Plan in place for many years. Mr. Hubbard presented updates to the Strategic Plan with new goals identified as the Board puts in information that has gone into the Needs Assessment Survey that went out last year. The staff also has input based on what we know to be needs in the community. The Board was encouraged to contact Mr. Hubbard if they have questions or if they would like to serve on any committee(s) that have been put into place to address the goals identified in the Strategic Plan.

**MOTION:** Mrs. Thompson made the motion to adopt the Strategic Plan and approve the new goals and changes made to the plan.

Seconded by: Ms. Green

Motion carried.

**VII. Informational Items**

**A. Financial Report** – Mr. Hubbard provided comments on the financial report pointing out that District 19's financial position remains strong.

**B. Staff Advisory Committee Minutes** - None presented.

**C. Health Insurance Exchange** – Mr. Hubbard presented a brief overview of Health Insurance Exchange to the Board and how this could potentially affect our consumers. Virginia has not made a decision to expand on Medicaid. Medicaid expansion would basically take the poverty level of an individual (which is about \$11,490) and use that as the starting point. If the individual makes 80% of \$11,490 they are not eligible for Medicaid. Healthcare Insurance Exchange states if an individual's annual income is between 100 and 400% of the federal poverty level, and there is no access to affordable employer-based coverage, those individuals are eligible to get into this exchange. More information can be found on the VACSB website. A link to the VACSB website has also been put on District 19's website.

**D. Performance Contract Overview** – Mr. Hubbard presented the Performance Contract to the Board. It is a document the state requires Community Services Boards to fill out and send in. It is coded toward state accounting and Code of Virginia Mandates.

**E. Drop Off Center/Crisis Assessment Center** – Mr. Hubbard gave an update on the Drop-Off-Center located on the campus of John Randolph Hospital. They have provided space and have also agreed to provide some security until we can achieve funding to pay for security on an ongoing basis. The City of Petersburg was notified last month that they were successful in getting the Attorney General Award of \$289,000, and a large portion of that award will be used to provide security to the Crisis Assessment Center. Security is necessary so that when police come in and drop someone off, the center legally has a right to take them into custody under the Code of Virginia. The person is either hospitalized or transported to a location where they can get the care they need. A great deal of work has gone into this project over the past four years, and we are very pleased with where we are right now.

### **VIII. Executive Session – Legal/Personnel**

**MOTION:** At 6:45 p.m. Mr. Hunter moved to go into Executive Session under direction of Chapter 21 of the Virginia Freedom of Information Act, § 2.23712 of the *Code of Virginia* to discuss legal and personnel matters.

Seconded by: Mr. Robinson

Motion carried.

The Chairman announced an Executive Session was held in accordance with Chapter 21 of the Virginia Freedom Act, § 2.23712 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  
Willadean Harrison – yes  
Phyllis Moore-Tolliver – yes  
Frances Randolph – yes  
Sherry Saunders – yes  
Carolyn Thompson – yes

W. Joe Green – yes  
Donald Hunter – yes  
John Weigel - yes  
Kenneth Robinson – yes  
Ray Spicer – yes

**MOTION:** Mr. Hunter moved to accept the recommendations of the Evaluation Committee with regards to Mr. Hubbard's performance evaluation and employment contract.

Seconded by: Ms. Randolph

Motion carried.

## **IX. Adjournment**

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

Seconded by: Dr. Moore-Tolliver

Motion carried.

There being no further business, the meeting was adjourned at 7:20 p.m.

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Col. Lance Forsythe (Date)

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Lisa Newby, Recorder (Date)

