

DISTRICT 19 COMMUNITY SERVICES BOARD
MENTAL HEALTH, INTELLECTUAL DISABILITY and SUBSTANCE ABUSE SERVICES

20 W. Bank Street - Suite 7 • Petersburg, Virginia 23803

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Joseph E. Hubbard, C.P.A.
Executive Director

Jennifer Kirkland
Director of Operations

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, April 24, 2014 at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

I. The Chairman, Donald Hunter, called the meeting to order at 6:00 p.m.

II. Roll Call:

PRESENT:	Donald Hunter	Shel Bolyard-Douglas
	Willadean Harrison	Phyllis Moore-Tolliver
	Sherry Saunders	Carolyn Thompson
	Isabel Vartanian	Claire Goad
	William Hefty	Rhonda Greene

EXCUSED:	Frances Randolph	W. Joe Green
	Cornell Prince, II	John Weigel
	Kenneth Robinson	Ronald Washington
	Patricia Harper	Stephanie Parker

III. Approval of Agenda

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

Seconded by: Ms. Vartanian

Motion carried.

IV. Approval of Minutes

MOTION: Mrs. Bolyard-Douglas made the motion to approve the minutes of the March 27, 2014 meeting as presented.

Seconded by: Dr. Moore-Tolliver

Motion carried.

- PARTICIPATING MEMBERS -

Colonial Heights
(804) 520-7210

Dinwiddie
(804) 469-3746

Emporia/Greenville
(434) 348-8900

Hopewell/Prince George
(804) 541-8660

Petersburg
(804) 862-8002

Surry
(757) 294-0037

Sussex
(804) 834-2205

V. Public Comments – None

VI. Service Recognition – Mr. Hubbard recognized Tom Harris, Facilities Manager, Operations Department, as Employee of the Month for April 2014. Mr. Hubbard presented Mr. Harris with his award and thanked him for being efficient and resourceful, which has saved the agency money.

VII. Old Business - None

VIII. New Business

Item A. VRS Rate Resolution

Employee Retirement Contribution Rate Election – By no later than July 1, 2014, your local governing body must approve one of the following employer contribution rate options for the defined benefit retirement plan in the biennium beginning July 1, 2014:

- 5.50% - the rate certified by the VRS Board of Trustees for the FY 2015-2016 biennium;
- or
- 4.40% - the alternate rate, which is the higher of the rate certified by the VRS Board for FY 2012 or 80 percent of the VRS Board-certified rate for FY 2015-2016.

Mr. Hubbard recommended that District 19 go with the 4.40% rate, and asked the Board to approve the Resolution based on that rate. There will be no impact on any pending retiree, and we will never fall behind the state with acceptable contributions.

MOTION: Dr. Moore-Tolliver made the motion for the Board to approve the employer contribution rate of 4.40% to VRS beginning July 1, 2014.

Seconded by: Mrs. Greene

Motion carried unanimously.

Item B. May Board Meeting Change Date – District 19 by-laws indicate Board meetings will be held the fourth Thursday of each month that meetings are scheduled. Due to conflicts in May 2014, the board was polled and asked if the meeting could be changed to May 29, 2014, which is the fifth Thursday of the month. Board members unanimously agreed to the date being changed from May 22, 2014 to May 29, 2014.

MOTION: Ms. Goad made the motion that the May 22, 2014 scheduled Board meeting be changed to May 29, 2014.

Seconded by: Ms. Vartanian

Motion carried unanimously.

IX. Informational Items

A. Financial Report – Mr. Hubbard reviewed the financial report for informational purposes. The budget is progressing well. We have one time expense funds to cover.

Item B. Performance Outcome Reports - Mr. Hubbard stated that there are no changes to the format of the report. However, the numbers have changed. Board members were encouraged to continue to review the report and provide feedback as needed.

Item C. Staff Advisory Committee Minutes – There were no SAC minutes submitted this month. However, Mr. Hubbard took the time to invite Board members to the May All Staff Meeting to be held on May 16, 2014. District 19 will celebrate its 40th Anniversary.

Item D. FY 15 Draft Budget Review - Mr. Hubbard briefly reviewed the draft of the FY 15 budget. We are not sure what state funding will be at this time to know what to increase or decrease to fund what we have. The largest reduction is dealing with group homes we supplemented with federal dollars. Intellectual Disability general fund dollars cannot be used across the board. Those funds are not flexible to use however we choose. A detailed budget will be presented at the next meeting.

X. Closed Session – None

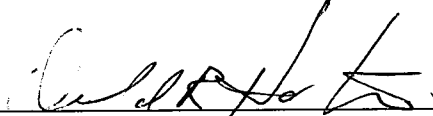
XI. Adjournment

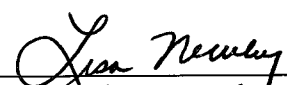
MOTION: Mrs. Bolyard-Douglas made the motion to adjourn the meeting.

Seconded by: Dr. Moore-Tolliver

Motion carried.

There being no further business, the meeting was adjourned at 6:25 p.m.

 5/29/14
Donald Hunter, Chairman (Date)

 5/29/14
Lisa Newby, Recorder (Date)