

DISTRICT 19 COMMUNITY SERVICES BOARD

MENTAL HEALTH, INTELLECTUAL DISABILITY and SUBSTANCE ABUSE SERVICES

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Terrelle Stewart, LPC, CPSC

Executive Director

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, March 28, 2024, at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

I. The Chairman, Gary Talley, called the meeting to order at 6:07 p.m.

II. Roll Call:

PRESENT: Becca Lynch Brenda Ebron-Bonner
Donna Harrison Keith Prince
Daphne Turner Gary Talley
Helen Leonard Jean Grim
Kenneth Robinson Velma Shaw
Alastair Bailey

ABSENT: Angela Haden Col. Anthony Johnson

III. Approval of Agenda

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

Seconded by: Mrs. Ebron-Bonner

Motion carried

IV. Approval of the Minutes

MOTION: Mr. Robinson made the motion to approve the minutes from the February 22, 2024 meeting as presented.

Seconded by: Ms. Turner

Motion carried

V. **Public Comments** - All persons addressing the Board shall sign-in with name and address. Comments shall be limited to five minutes. No person shall be permitted to address the Board of Directors a second time until all others have been heard and no one may speak more than twice on any subject in any one meeting. All remarks shall be addressed to the Board as a body. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct will be asked to leave the meeting. – No Public Comments.

- PARTICIPATING MEMBERS -

VI. Recognition of Employees – Andrea Coleman, Director of Developmental Disabilities, recognized Ebony Jackson as Employee of the Month for March 2024. Ms. Jackson is a case manager for Developmental Disabilities. She carries a caseload for DD Services and is also responsible for managing the slot assignment waitlist, which keeps her very busy. She has had multiple difficult cases, and has managed one of the most difficult cases recently by collaborating with internal staff and external stakeholders, which has led to a successful placement. Ms. Jackson demonstrated a high level of customer service through the development of a positive relationship with the individual and the family member in which she was able to access needed services and supports for the individual that will be beneficial long-term. Ms. Jackson is worthy of the well-deserved honor.

VII. Old Business

Reorganization Plan Approved by DBHDS – The Reorganization Plan for District 19 CSB has been approved by the Department of Behavioral Health and Developmental Services. The Plan has been approved, but we are still looking at positions to make sure staff are in the appropriate department.

VIII. New Business

A. Nomination and Vote for Board Vice-Chair – Board Chair, Gary Talley, opened the floor to volunteers or nominations for Board Vice-Chair for the 2023 calendar year. Ms. Becca Lynch, Colonial Heights, was asked to serve a Vice-Chair. She accepted.

MOTION: Mr. Robinson made the motion to approve Becca Lynch to serve as Vice-Chair for the Board of Directors.

Seconded by: Mrs. Leonard

Motion carried.

Board members voted unanimously to approve the nomination by show of hands.

B. Central State Tour - During the Board Retreat in January/February, several Board members expressed an interest in touring Central State Hospital. Mrs. Stewart contacted Dr. Justice who provided two dates that the Board could be accommodated. The Board was asked to decide between April 18, 2024 and May 16, 2024 for the tour. After a brief discussion, the majority of Board members were available on May 16, 2024. However, Mr. Talley asked Mrs. Stewart to check

back to see if the Board could be accommodated for both dates. If both dates are not an option, the tour would be scheduled for May 16, 2024. Mrs. Stewart will follow-up with Dr. Justice and let the Board know of her findings.

- C. By-laws** – The By-laws for the Board of Directors were last amended and approved by the Board on February 27, 2020. Mr. Talley would like to review the By-laws to see if there is a need for any changes. A committee was formed to review current by-laws for any necessary changes. The committee will meet first, and if any changes are needed, will return to the Board of Directors as a group to vote on any changes or revisions before being adopted. The committee members include Gary Talley, Helen Leonard, Velma Shaw, and Jean Grim.
- D. Health Insurance Rate Options** – Lisa Clark, Director of Administration, reviewed the health insurance rate options for FY25 with the Board. Rates become effective July 1, 2024. Mrs. Clark presented spreadsheets for the current plan, and five (5) additional Options with a breakdown of rates for each plan. Board members discussed the advantages and disadvantages of options for the agency and for staff. After further discussion, the Board agreed that Option #3 was the best decision for the agency and staff at this time.

MOTION: Mr. Robinson made the motion to approve Option #3 for health insurance rates for the agency.

Seconded by: Mrs. Grim

Motion carried

Roll Call:

Becca Lynch – yes	Brenda Ebron-Bonner – yes
Donna Harrison - yes	Keith Prince – yes
Daphne Turner - yes	Gary Talley - yes
Helen Leonard - yes	Jean Grim – yes
Kenneth Robinson – yes	Velma Shaw – yes
Alastair Bailey – yes	

- E. FOIA Training Options** – Mrs. Stewart presented options to the Board for FOIA training which is required by the Code of Virginia. Board members have the option of taking the training online individually. However, Board members preferred that the training be provided during the Board meeting as a group. Mrs. Stewart will contact the trainer to provide training during the Board meeting.

IX. Informational Items

- A. Finance Report** – Provided for informational purposes. The FY25 draft budget will be presented at the April Board meeting. The final budget will be presented at the May Board meeting for approval. We have not received anything from the state on increases yet.

- B. Vacancy Report** – Provided for informational purposes to show the progress in hiring practices. Mrs. Stewart explained that we are bringing in people and we are getting better in signing offer letters. Some departments need to add positions to support infrastructure. Mrs. Leonard asked if the reorganization plan could be assessed in one year to see if we are accomplishing changes that have been put into place. Mrs. Stewart stated that we will look at this monthly during Leadership Team meetings.

- C. Gambling Awareness Month – March 2024** – Samuel Northington, Jr., Director of Prevention and Recovery Services, spoke briefly to the Board on Gambling Awareness Month. District 19 is involved in a public awareness campaign during the month of March. Sixty-five percent (65%) of gamblers are male and thirty-five percent (35%) are female. Twenty million Americans report a struggle with gambling or are at risk for problem gambling. Large percentages of gamblers report alcohol use issues during their lifetime, and tobacco use regularly. Suicide rates among problem gamblers is fifteen (15) times higher than the general population.

X. Closed Session

Motion to Convene in Closed Session:

Chairman: I will now entertain a motion, pursuant to Virginia Code § 2.2 3711(A)(1), (7), and (8), to go into closed meeting for the purpose of consultation with legal counsel and briefings by staff members or consultants pertaining to performance of specific employees and actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

MOTION: Mr. Prince made the motion to move into closed session.

Seconded by: Mrs. Ebron-Bonner

Motion carried

Chairman: I will now entertain a motion pursuant to Virginia Code § 2.2-3712(D) that, to the best of each director's knowledge and with no director dissenting, in the closed session just concluded only the following were heard, discussed and or considered:

- (i) public business matters lawfully exempted from open meeting requirements; and
- (ii) such public business matters as were identified in the motion by which the closed meeting was convened.

MOTION: Mr. Robinson made the motion to convene in open session where only business matters were discussed as identified in the motion by which closed session was convened.

Seconded by: Mr. Prince

Motion carried

Roll Call:

Becca Lynch – yes

Donna Harrison - yes

Daphne Turner - yes

Helen Leonard - yes

Kenneth Robinson – yes

Alastair Bailey – yes

Brenda Ebron-Bonner – yes

Keith Prince – yes

Gary Talley - yes

Jean Grim – yes

Velma Shaw – yes

XI. Adjournment

MOTION: Mrs. Grim made the motion to adjourn the meeting.

Seconded by: Mrs. Leonard

Motion carried

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There being no further business, the meeting was adjourned at 7:25 p.m.



Gary Talley, Chair



Lisa Newby, Clerk to the Board