

# DISTRICT 19 COMMUNITY SERVICES BOARD

## MENTAL HEALTH, INTELLECTUAL DISABILITY and SUBSTANCE ABUSE SERVICES

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20 W. Bank Street – Suite 9 • Petersburg, Virginia 23803

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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, December 5, 2024, at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

I. The Chair, Gary Talley, called the meeting to order at 6:01 p.m.

II. **Roll Call:**

<b>PRESENT:</b>	Gary Talley	Angela Haden
	Keith Prince	Brenda Ebron-Bonner
	Daphne Turner	Col. Anthony Johnson
	Helen Leonard	Jean Grim
	Velma Shaw	Lauren White Fisher
<b>ABSENT:</b>	Becca Lynch	Donna Harrison
	Kenneth Robinson	Alastair Bailey

III. **Approval of Agenda**

**MOTION:** Col. Johnson made the motion to approve the agenda as presented.

Seconded by: Mrs. Ebron-Bonner

Motion carried

**Roll Call:**

Gary Talley – Yes	Angela Haden – Yes
Keith Prince – Yes	Brenda Ebron-Bonner – Yes
Daphne Turner – Yes	Col. Anthony Johnson – Yes
Helen Leonard – Yes	Jean Grim – Yes
Velma Shaw – Yes	

- PARTICIPATING MEMBERS -

Colonial Heights  
(804) 520-7210

Dinwiddie  
(804) 469-3746

Greensville/Emporia  
(434) 348-8900

Hopewell/Prince George  
(804) 541-8660

Petersburg  
(804) 862-8002

Surry  
(757) 294-0037

Sussex  
(804) 834-2205

**IV. Approval of Minutes**

Correction: Mrs. Leonard noted that the October minutes reflected that Article III, Section 7 of the BOD bylaws stated that Board members would not be paid for participation in committee meetings conducted electronically. Correction noted and minutes will be revised with the correction.

**MOTION:** Col. Johnson made the motion to approve the minutes from the October 24, 2024 with corrections to be made as noted.

Seconded by: Mrs. Ebron-Bonner

Motion carried

- V. Recognition of Staff** – Mrs. Stewart recognized Shaday Patrick, Petersburg Adult Case Manager, as Employee of the Month for November 2024. Shaday provides excellent case management services to her consumers, and current has the highest caseload among mental health case managers agency-wide. She is helpful towards the team and willing to assist her co-workers and the supervisor with daily operations. Returning consumers often ask for her, and she never runs away from tough cases. Shaday benefits the team by maximizing her potential, and by providing services to bill at the highest level. Ms. Patrick was nominated by two separate staff members for Employee of the Month for November 2024.

Mrs. Jean Grim, Board member, recognized Lisa Newby, Executive Assistant and Clerk to the Board, as Employee of the Month for December 2024. Lisa has been a lifeline between board members and District 19 over the past and throughout her tenure with the organization. She attends every board meeting, takes copious notes, and renders a nearly flawless account of issues discussed at each and every meeting. Her minutes are transmitted to each board member well in advance of every meeting such that we have time to review the minutes prior to the meeting. In addition to preparation of board minutes, Lisa plans and picks up each of the meals provided to board members and staff prior to meetings. Following each meeting, she takes time to clean up and restore the boardroom such that it is ready for the next meeting. In addition, she always makes sure we have a quorum prior to meetings. If there is a committee meeting, she takes the time to secure a location and notifies board members of such. We should all be very thankful that we can rely and depend on Lisa to get the job done in a superior manner.

- VI. Service Recognition** – On behalf of the Board of Directors, Gary Talley, Board Chair, recognized Brenda Ebron-Bonner for her service to the Board of Director’s for District 19, and her service to the community.

*WHEREAS, Mrs. Brenda Ebron-Bonner has faithfully served as a member of the District 19 Community Services Board in numerous capacities, from June 1, 2015 through December 31, 2024, as a representative of the County of Dinwiddie, Virginia; and*

*WHEREAS, her term of service has expired in in accordance with the Code of Virginia; and*

*WHEREAS, Mrs. Ebron-Bonner has devoted many hours assisting this Board in accomplishing our mission to serve the community; and*

*WHEREAS, the District 19 Community Services Board is desirous of acknowledging Mrs. Ebron-Bonner’s devotion to duty and willingness to serve her community;*

*NOW, THEREFORE, BE IT RESOLVED, that the District 19 Community Services Board hereby expresses its sincere appreciation to Mrs. Ebron-Bonner; and*

*BE IT FURTHER RESOLVED, that this resolution is adopted as s token of gratitude and recognition of her nine years of service to the District 19 Community Services Board as a representative of the County of Dinwiddie, Virginia.*

- VII. 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.

There were no public comments during this meeting. However, Mrs. Stewart introduced Jordan Walker to the Board. He is our new Marketing Specialist, and will be assisting with our new web design and social media platforms.

- VIII. Old Business – BOD Bylaws Committee Report** – Helen Leonard, Chair of the Bylaws Committee, thanked committee members for their participation on getting the bylaws revised and updated. She briefly gave a final review of the changes and asked for the bylaws to be approved. There being no further discussion, Mr. Talley asked for motion to approve the revised Board of Director’s Bylaws.



**MOTION:** Col. Johnson made the motion to approve the revised bylaws as presented.

Seconded by: Mr. Prince

Motion carried

**IX. New Business**

**A. Local Funding Requests for FY26** – Lisa Clark, Director of Finance and Administration, presented the request for local funding to the Board. She explained that every locality in Virginia is supposed to pay ten percent (10%). Several of our localities did not pay the ten percent for FY25. When this occurs, we have to submit reasons why, but the localities do not always give a reason. District 19 has to do projections early as we do not always know what funding we will get. The amount requested for FY26 is an eleven percent (11%) increase over the prior year. We will need Board approval for the FY26 local funding requests to each locality.

**MOTION:** Ms. Turner made the motion to approve the FY26 local funding requests with an increase of eleven percent (11%) to each locality.

Seconded by: Mrs. Grim

Motion carried

**Roll Call:**

Gary Talley – Yes	Angela Haden – Yes
Keith Prince – Yes	Brenda Ebron-Bonner – Yes
Daphne Turner – Yes	Col. Anthony Johnson – Yes
Helen Leonard – Yes	Jean Grim – Yes
Velma Shaw – Yes	

**X. B. Board Meeting Schedule for 2025** – The Board meeting schedule was presented to the Board for approval. The Board agreed unanimously to accept the new schedule.

**XI. Informational Items**

**A. Finance Report** – Mrs. Clark, reviewed the financial report for third quarter for informational purposes.

**B. Vacancy Report** – Mrs. Stewart reviewed the vacancy report for full-time positions as of October 31, 2024. We are seeing an increase in new hires. We held board-wide orientation on December 2, 2024 with 14 new hires.

**C. All Staff Invitation** – District 19 will be hosting our 2024 Winter All Staff Meeting on December 13, 2024, at Ivey Memorial Methodist Church in Colonial Heights, Virginia. Board members are encouraged to attend if their schedules allow. Jordan Walker will assist with revealing the name change for District 19 CSB.

**XII. Closed Session** – Closed session was not needed for this meeting.

**XIII. Adjournment**

**MOTION:** Mrs. Leonard made the motion to adjourn the meeting.

Seconded by: Mrs. Grim

Motion carried

There being no further business, the meeting was adjourned at 6:48 p.m.

  
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Gary Talley, Board Chair

  
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Lisa Newby, Clerk to the Board