

DISTRICT 19 COMMUNITY SERVICES BOARD

MENTAL HEALTH, INTELLECTUAL DISABILITY and SUBSTANCE ABUSE SERVICES

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

(804) 862-8002 – Fax: (804) 862-6158

tstewart@d19csb.com

Terrelle Stewart, LPC, CPSC

Executive Director

District 19 Community Services Board held a regular meeting of the Board of Directors on Thursday, January 23, 2025, at 6:00 p.m. at 20 West Bank Street, Petersburg, Virginia 23803.

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

II. **Roll Call:**

PRESENT: Gary Talley Becca Lynch
Donna Harrison Col. Anthony Johnson
Keith Prince Daphne Turner
Jean Grim Kenneth Robinson
Velma Shaw Lauren White Fisher

ABSENT: Angela Haden Alastair Bailey

III. **Approval of Agenda**

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

Seconded by: Mrs. Grim

Motion carried

IV. **Approval of Minutes**

MOTION: Col. Johnson made the motion to approve the minutes from the December 5, 2024 meeting as presented.

Seconded by: Mr. Robinson

Motion carried

- 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

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.* **There were no public comments during this meeting.**

VII. Old Business

A. Nominating Committee Report – Kenneth Robinson, Chair of the Nominating Committee, presented the committee report to the Board. Board members Becca Lynch, and Daphne Parker also served on the committee. The committee members thanked the Board for the privilege of serving in this capacity.

The District 19 Nominating Committee met on November 13, 2024. The committee would like to present to the District 19 Board, the following nominations:

Chair: Gary Talley
Vice-Chair: Becca Lynch
Treasurer: Jean Grim

The floor was opened to additional nominations. There were no further nominations. Mr. Talley asked for a motion to approve the nomination for Chairman.

MOTION: Mr. Prince made the motion to approve Gary Talley as Chairman of the Board of Directors for 2025.

Seconded by: Mrs. Grim

Motion carried

Mr. Talley asked for a motion to approve the nomination for Vice-Chair.

MOTION: Mr. Prince made the motion to approve Becca Lynch as Vice-Chair to the Board of Directors 2025.

Seconded by: Col. Johnson

Motion carried

Mr. Talley asked for a motion to approve the nomination for Treasurer.

MOTION: Mr. Prince made the motion to approve Jean Grim as Treasurer to the Board of Directors for 2025.

Seconded by: Mrs. Shaw

Motion carried

- A. Name Change Presentation & Resolution** – Executive Director, Terrelle Stewart, presented an overview of the Name Change for District 19 CSB. The process started with a virtual idea box being created for D19 employees to submit their ideas for a name, logo, and tagline. Next, a committee comprised of D19 staff was formed to review the suggestions and select the best options. Employees of D19 and Board members then selected their preferred option from six possible names, logos, and taglines for the new brand. Votes were received from employees as well as board members.

Mrs. Stewart explained that the purpose in re-branding is to fully state what we do instead of where we are located geographically, to make us more identifiable in the community, and to improve our reputation and visibility in the community.

After months of research, outreach, and collaboration, District 19 Community Services Board will be re-branded as Greater Reach Community Services Board, with the tagline of CARE (Community Access Resilience Empowerment). We will operate as Greater Reach Community Services Board formerly known as District 19 Community Services Board. A requirement for the name change is for the Clerk to the Board to sign the Name Change Resolution. Lisa Newby, Clerk to the Board, will sign the resolution at the close of this meeting. More information will be provided as we move forward with re-branding.

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Terrelle Stewart, LPC, CPSC
Executive Director

RESOLUTION OF DISTRICT 19 COMMUNITY SERVICES BOARD

**APPROVING AN AMENDMENT TO THE BYLAWS TO CHANGE THE NAME
FROM
DISTRICT 19 COMMUNITY SERVICES BOARD
TO
GREATER REACH COMMUNITY SERVICES BOARD**

WHEREAS, the purpose of the District 19 Community Services Board (the "**CSB**") is to provide a system of comprehensive community mental health, developmental, and substance abuse services within the cities of Colonial Heights, Emporia, Hopewell, Petersburg and the counties of Prince George, Sussex, Greensville, Dinwiddie and Surry, Virginia (each, a "**Locality**" and collectively, the "**Localities**"); and

WHEREAS, the Locality-appointed members of the governing body of the CSB (the "**Board**") have determined that it is in the best interest of the CSB and the Localities in which the CSB serves to change the name of the CSB from "District 19 Community Services Board" to "Greater Reach Community Services Board"; and

WHEREAS, Article X of the CSB's bylaws dated February 27, 2020 (the "**Bylaws**"), provides that the "Bylaws may be amended at any regular meeting of Board by two-thirds vote of those present and voting, notice having been submitted in writing, to each Board member, two weeks prior to the meeting."; and

WHEREAS, the Board members were provided two-week's notice of the proposed amendment to the Bylaws; and

WHEREAS, as required by contract and/or applicable law, after the adoption of this Resolution, the CSB will provide notice of the name change to each clerk of the Localities, the Department of Behavioral Health and Developmental Services, the Secretary of the Commonwealth, and any other governmental authorities and persons as deemed advisable or necessary (the "**Name Change Notices**").

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NOW, THEREFORE, BE IT RESOLVED that the Board, voting in the affirmative by at least two-thirds of the members present and voting, hereby approve changing the name of the CSB from "District 19 Community Services Board" to "Greater Reach Community Services Board" and amends the Bylaws by replacing Article I (Name) in its entirety as follows:

"The name of this board shall be Greater Reach Community Services Board, hereinafter referred to as the 'Board.'"; and

BE IT FURTHER RESOLVED that the Board hereby authorizes and directs its officers and staff to take all steps reasonably necessary or appropriate to implement such amendment to the Bylaws and to develop and deliver the Name Change Notices to each clerk of the Localities, the Department of Behavioral Health and Developmental Services, the Secretary of the Commonwealth, and any other governmental authorities and persons deemed advisable or necessary; and

BE IT FURTHER RESOLVED that the Executive Director is authorized, for and on behalf of the CSB, to take all other actions and execute all other documents necessary and appropriate to give effect to CSB's actions as described herein and to otherwise carry out the effect of this Resolution.

CERTIFICATE

I, the undersigned Clerk to the Board of Greater Reach Community Services Board (formerly District 19 Community Services Board), hereby certify that the foregoing is a true, correct and complete copy of a Resolution duly adopted by a majority of the directors of District 19 Community Services Board at a regular meeting duly called and held on January 23, 2025, and that such Resolution has not been repealed, revoked, rescinded or amended, but is in full force and effect on the date hereof.

WITNESS my hand as Secretary of Greater Reach Community Services Board this 23rd day of January 2025.

Name: Lisa Newby
Clerk to the Board

VIII. New Business

D19 Website Upgrade Proposal – Mrs. Stewart presented the Board with a proposal to upgrade D19’s website. District 19 has received infrastructure money that we did not know we were receiving that can be used to fund the project. The vendor is on the state contract so no RFP is needed, and they are ADA compliant. District 19 has been upgrading and upkeep to the website for over ten (10) years and it is still not doing what we need it to do. We are currently cleaning up the website to delete things we do not want to crossover. Some CSBs pay for vendors to build their website. With this vendor, we can do it ourselves. We will also be able to do our own upgrades with staff being trained. The Executive Director, Director of Finance and Administration, IT Manager, and Marketing Specialist have been involved in this process. It will take 16-24 weeks to complete. After a brief discussion, Mrs. Stewart presented the contract for approval. There being no further discussion, Mr. Talley, Board Chair, asked for a motion for the contract to be approved allowing the Executive Director to move forward with this project.

MOTION: Mr. Robinson made the motion to approve the contract for the Executive Director to move forward with the project.

Seconded by: Col Johnson

Motion carried

IX. Informational Items

A. Financial Report – Lisa Clark, Director of Finance and Administration reviewed the financial report for informational purposes.

B. Vacancy Report – Mrs. Stewart reviewed the vacancy report for informational purposes. We have interviewed and on-boarded 13 new staff since the last report. Mrs. Stewart introduced the new HR Manager, Heather Poarch, who started in December, and Kheia Hilton, Director of Adult Services, who started on January 10, 2025. Our Marketing Specialist, Jordan Walker, is posting vacancies on social media which helps with advertising vacancies.

- C. D19 Programming and Annual Review Update** – Mrs. Stewart provided the Board with new updates. Recovery Court will be held for Hopewell/Prince George and Surry County. We have a peer staff that will be working with Recovery Court. The ACT program has started in-person. The new psychiatric provider started today. We are expecting the Developmental Disabilities audit any day now.

District 19's All Staff meeting in December went well. The new agency name was revealed. The Employee of the Year, Mavis Mitchell, was named. Mavis retired from District 19 on December 31, 2024.

D. 2023-2026 Strategic Plan Review

- a. **Goal 1: Objective 1 Review** – *Goal 1: Objective 1 – Analyze organizational map and make revisions where necessary. Strategy a. Evaluate relocation/merging of clinics and programs. Reinvesting in the community by providing community-based and mobile services.* Historically, localities have been all over the catchment area. It is very expensive to provide services and maintain clinics all over the catchment area. We need to downsize. District 19 has moved away from being clinic based to providing services wherever they are needed in the catchment area.
- b. **Proposed Next Steps** - District 19 will meet Goal 1/Objective 1 through several phases.
Phase I will allow increasing mobile treatment capabilities, explore in-kind space for clinics with low utilization, merge clinics into centralized service hubs for identified clinics, sell Sussex location, and start exploratory process to build on Petersburg and Dinwiddie land. In Phase 2 will allow plans for building to be solidified to start construction, implementing mobile services into D19 service continuum, prepare exit strategies for remaining leased locations that will be merged at Petersburg, Hopewell/Prince George, and Dinwiddie clinic locations. During Phase 3, staff will move into new locations. Mrs. Stewart explained that with this phased approach, a portion of the savings could be used to increase compensation package for staff to allow CSB to compete with local public and private behavioral health agencies. Centralized service hubs will allow CSB to maximize capacity and right FTEs, and prepare the CSB for upcoming state and federal changes in the behavioral health system.

Mrs. Stewart provided a spreadsheet to the Board listing the amount of rent paid for each locality and the amount of funds used to pay for repairs at each locality. The Board was in agreement that rent is too high for several localities and D19 needs to move forward with downsizing. The Board was also in favor of looking at options for possible new construction. Mrs. Stewart will provide more information as we move forward in this process.

X. **Closed Session** – Closed Session was not needed.

XI. **Adjournment**

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

Seconded by: Col. Johnson

Motion carried

There being no further business, the meeting was adjourned at 7:07 p.m.



Gary Talley, Board Chair



Lisa Newby, Clerk to the Board