

CHESAPEAKE COMMUNITY SERVICES BOARD
MEETING MINUTES
DECEMBER 11, 2006

PRESENT

Ms. Janice Hudgins, Chairperson
Ms. Mary McQuown, Vice Chairperson
Mr. Darin Ely
Ms. Elizabeth Everett
Mr. Carl Hanbury
Mr. Richard Losea
Ms. Teresa Parsons
Mr. William Pierce
Mr. John Sulfaro
Ms. Patricia Yewcic
Ms. JoAnn York

MEMBERS ABSENT

Dr. Diane Martin

STAFF PRESENT

Ms. Cheryl Collier, Mental Retardation Program Director
Mr. George Ennels, Mental Health/Substance Abuse Program Director
Ms. Rosemary Mills, Assistant Director
Dr. Jeffrey Shelton, Mental Health/Substance Abuse Program Administrator
Ms. Lisa Vanlandingham, Fiscal Administrator
Ms. Candace B. Waller, Executive Director

GUESTS

Ms. Claire Askew

CALL TO ORDER

Ms. Hudgins called the meeting to order at 5:03 p.m.

INVOCATION

The invocation was led by Ms. McQuown.

APPROVAL OF AGENDA

Three action items were added to the Committee Report section, and one item for discussion was added to the New Business section. Ms. Everett moved to approve the agenda as revised. Mr. Pierce seconded and all present voted in favor.

APPROVAL OF MINUTES

Mr. Losea made one correction to the minutes. Ms. McQuown moved to approve the minutes of the November 13, 2006 meeting as corrected. Mr. Losea seconded and all present voted in favor.

PUBLIC COMMENT

There was none.

COMMITTEE REPORT

A. NOMINATING COMMITTEE – DECEMBER 4TH

The Nominating Committee presented the following nominations:

Chairperson – Mary McQuown
Vice Chairperson – Richard Losea

The Committee recommended opening the floor for nominations for Secretary. All nominations will be voted on during the New Business portion of the meeting.

B. ADMINISTRATION & FINANCE COMMITTEE – DECEMBER 4TH

The Committee reviewed the proposed 2007 – 2008 budget and recommends the board accept the proposed City operating budget. Ms. Everett seconded and all present voted in favor.

The City has asked departments to provide a budget scenario based on a possible 1% reduction in City dollars. The Committee reviewed the proposed budget scenario and recommends the Board accept the proposed reduction and supplemental budget scenarios. Ms. Everett seconded and all present voted in favor.

C. ADMINISTRATION & FINANCE COMMITTEE – DECEMBER 11TH

Mr. Losea summarized the revision made to the policies listed below. Policies 1.2 and 1.14 are recommended for deletion. The Committee recommends full Board approval of the revisions to the following policies and the deletion of policies 1.2 and 1.14:

- 1.1 The Board and its Mission
- 1.10 Conflict of Interest
- 1.11 Board and Staff Relationships
- 1.12 Release of Board Information
- 2.1 Relationship of Chief Administrative Officer to the Board
- 3.7 Staff Licensing, Certification and Qualification
- 3.10 Criminal Background Check

Ms. Everett seconded and all present voted in favor.

FINANCIAL REPORT

Ms. Vanlandingham reviewed the financial report that contains data through October 2006.

NEW BUSINESS

A. ELECTION OF OFFICERS 2007 – NOMINATING COMMITTEE

The Committee nominated Mary McQuown as Chairperson. Ms. Everett moved to close nominations. Mr. Losea seconded and Ms. McQuown was elected Chairperson.

The Committee nominated Richard Losea as Vice Chair. Ms. Everett moved to close nominations. Ms. York seconded and Mr. Losea was elected Vice Chairperson

Ms. Hudgins asked the Board for nominations for the position of Secretary. Ms. Everett nominated Ms. York for Secretary. Mr. Hanbury seconded and Ms. York was elected Secretary.

B. REPORT FROM THE LISTENING SESSIONS – MS. MCQUOWN

Ms. McQuown attended the listening session that was held by City Council and reported on the information that was discussed and recommendations made for discussing the Board's priorities with members of Council.

C. OPEN DISCUSSION ON THE BUDGET AND DEVELOPING AN ADVOCACY PLAN – MR. SULFARO

Mr. Sulfaro has organized an advocacy group of parents and/or guardians of individuals we serve with mental retardation. The participants are seeking guidance from the Board of Directors on how to get the public more aware of the CSB, the individuals we serve, and the services we provide.

The Community and Governmental Relations Committee will meet in January to develop an advocacy plan that will address how members of council will be approached and what role the individuals we serve will play in the advocacy plan.

REGULAR AGENDA

A. VACSB PUBLIC POLICY CONFERENCE

The VACSB Public Policy Conference will be held January 15 through 17, 2007 in Richmond. Ms. McQuown and Mr. Pierce will attend the conference.

B. REGIONAL PUBLIC HEARINGS ON THE GOVERNOR'S BUDGET

A public hearing on the Governor's budget will be held Thursday January 4th at the College of William and Mary in Williamsburg. Mr. McQuown will represent the Board at the public hearings and speak on the items presented in our legislative package.

C. CITY BUDGET HEARINGS

The City's budget hearings have been scheduled for January 11, 2007. CSB has elected to not attend a City budget hearing this year.

ANNOUNCEMENT

A. VACSB ANNUAL REPORT

A copy is available in the blue board folders.

B. JANUARY BOARD TRAINING

Board training will be held on Monday January 8, 2007 immediately following the Board meeting.

C. CHESAPEAKE ASSISTANCE TRUST

Approved minutes from the Chesapeake Assistance Trust meetings are in the blue board folders.

D. CITY BUDGET SURVEY

A survey is available on the City's website for citizens to complete.

ADJOURNMENT

There being no further business, Ms. Everett moved to adjourn the meeting at 6:30 p.m.
Ms. Yewcic seconded and all present voted in favor.

Amy Blondell
Office Coordinator

Dr. Diane Martin
Board Secretary

These minutes are subject to full Board approval.