

CHESAPEAKE COMMUNITY SERVICES BOARD  
MEETING MINUTES  
MARCH 12, 2007

**PRESENT**

Ms. Mary McQuown, Chairperson  
Mr. Richard Losea, Vice Chairman  
Ms. Patricia Yewcic, Secretary  
Ms. Janice Hudgins, Member-at-Large  
Mr. Darin Ely  
Ms. Elizabeth Everett  
Dr. Diane Martin  
Ms. Teresa Parsons  
Mr. William Pierce  
Mr. John Sulfaro

**MEMBERS ABSENT**

Mr. Carl Hanbury

**STAFF PRESENT**

Ms. Rosemary Mills, Assistant Director  
Ms. Lisa Vanlandingham, Fiscal Administrator  
Ms. Candace B. Waller, Executive Director

**CALL TO ORDER**

Ms. McQuown called the meeting to order at 5:04 p.m.

**INVOCATION**

The invocation was led by Ms. McQuown.

**APPROVAL OF AGENDA**

One item was moved from the Consent Agenda to the Regular Agenda, and an additional action item was added to the Regular Agenda. Ms. Hudgins moved to approve the revised agenda as presented. Ms. Yewcic seconded and all present voted in favor.

**APPROVAL OF MINUTES**

Mr. Ely moved to approve the minutes of the February 12, 2007 meeting as presented. Ms. Hudgins seconded and all present voted in favor.

**PUBLIC COMMENT**

There was none.

## **CONSENT AGENDA**

### **A. REVISION TO THE BUDGET**

ACTION ITEM: BOARD APPROVAL TO REVISE THE BUDGET TO INCLUDE THE CSB JUVENILE JUSTICE FUNDS OF \$14,996

Ms. Hudgins moved to approve the Consent Agenda as presented. Ms Yewcic seconded and all present voted in favor.

## **COMMITTEE REPORT**

### **A. COMMUNITY & GOVERNMENTAL RELATIONS – FEBRUARY 26<sup>th</sup>**

Mr. Ely distributed the talking points for the members of the General Assembly and City Council. The Board members requested e-mail addresses for the elected officials.

## **FINANCIAL REPORT**

Ms. Vanlandingham reviewed the financial report which contained data through January 31, 2007. There is approximately \$1.7 million in excess revenue.

## **NEW BUSINESS**

### **A. LETTERS TO MEMBERS OF THE GENERAL ASSEMBLY**

The Board reviewed a draft letter to the members of the General Assembly which thanks them for the allocation of 160 additional MR Waiver slots statewide.

## **REGULAR AGENDA**

### **A. ALLOCATION OF PART C FUNDING**

The Department of Mental Health, Mental Retardation and Substance Abuse Services has informed us that we will receive an additional \$15,720 in Part C funding for the Infant Intervention unit.

Ms. Everett moved that the Board amend the budget to accept the additional \$15,720 in Part C funding and approve its use as part of a multi-CSB public awareness/child find campaign. Ms. Hudgins seconded and all present voted in favor.

### **B. HOUSING**

As one of her goals Ms. Waller was tasked with looking at developing more residential alternatives for the individuals we serve. She is contemplating having the CSB purchase homes and giving them to the 501(c)3 corporation, Elizabeth River Properties of Chesapeake, Inc.

If properties of this type are identified and we have to wait for full board approval before moving forward with purchasing them, we risk losing them.

Ms. Everett moved that the Board authorize the Executive Director, upon receiving approval from the Executive Committee, to move forward with the purchase of residential facilities if they become available. Ms. Yewcic seconded and the motion passed with a voted of 9 to 1.

#### C. VACSB PROFESSIONAL DEVELOPMENT CONFERENCE

The VACSB Professional Development Conference will be held May 2 through 4 at the Portsmouth Renaissance Hotel. Any Board member interested in attending is asked to notify Amy Blondell by the end of the week.

#### D. LEGISLATIVE UPDATE

Ms. Waller provided an update on the status of the bills considered by the General Assembly that impact the individuals we serve. The Board requested clarification on Senate Bill 1186 which governs Community Services Board members, terms of office, vacancies and removal. Ms. Waller will contact John Oliver, Deputy City Attorney on this matter.

### **ANNOUNCEMENT**

#### A. COMMITTEE MEETINGS

1. Programs & Services needs to meet jointly with Administration & Finance to review and approve requests for service expansions
2. Programs and Services needs to meet between April 17<sup>th</sup> and May 3<sup>rd</sup> to review the State Plan Data
3. The Executive Committee needs to meet before March 30<sup>th</sup>

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:15 p.m.

Amy Blondell  
Office Coordinator

Patricia Yewcic  
Board Secretary

*These minutes are subject to full Board approval.*