

CHESAPEAKE COMMUNITY SERVICES BOARD  
MEETING MINUTES  
JULY 14, 2008

**PRESENT**

Mr. Richard Losea, Chairman  
Mr. Darin Ely, Vice Chairman  
Mr. John Sulfaro, Secretary  
Ms. Janice Hudgins, Member-at-Large  
Mr. Jeffrey Coleman  
Ms. Elizabeth Everett  
Dr. Toney McNair, Jr.  
Mr. William Pierce

**ABSENT**

Ms. Teresa Parsons  
Mr. Frank Williams

**STAFF PRESENT**

Mr. George Ennels, Mental Health/Substance Abuse Program Director  
Ms. Josette Creel, Mental Health Outpatient Program Supervisor  
Ms. Brenda Crockett McGee, Mental Retardation Program Director  
Robert Pitsenbarger, M.D., Medical Director  
Mr. Joe Scislowicz, Executive Director  
Dr. C. Jeffrey Shelton, Mental Health/Substance Abuse Program Administrator  
Ms. Lisa Vanlandingham, Fiscal Administrator  
Ms. Debra Waters, Quality Assurance Administrator

**GUESTS**

Dr. Wanda Barnard-Bailey, Deputy City Manager

**CALL TO ORDER**

Mr. Losea called the meeting to order at 5:00 p.m.

**INVOCATION**

The invocation was led by Dr. McNair.

**APPROVAL OF AGENDA**

A report from the Community and Governmental Relations Committee was added to the agenda. Mr. Pierce moved to approve the agenda as presented. Mr. Sulfaro seconded and all present voted in favor.

## **APPROVAL OF MINUTES**

Mr. Losea made one correction to the minutes of the June 9, 2008 meeting. The amounts being transferred to Elizabeth River Properties and CSB of Chesapeake, Inc. were corrected. The amount transferred to ERP-C is \$1,000,000; the amount transferred to CSB of Chesapeake, Inc is \$800,000. Ms. Everett moved to approve the minutes of the June 9, 2008 meeting as corrected. Ms. Hudgins seconded, Mr. Pierce abstained, and all others present voted in favor.

## **PUBLIC COMMENT**

There was none.

## **CONSENT AGENDA**

**BOARD APPROVAL TO REVISE THE FY 2009 BUDGET AND PERFORMANCE CONTRACT TO INCLUDE:**

- (1) THE ADDITIONAL \$15,228 IN STATE REINVESTMENT FUNDING
- (2) \$81,001 IN FEDERAL PART C FUNDING
- (3) \$108,245 IN STATE PART C FUNDING
- (4) AND TO REMOVE \$189,246 IN FEES RELATED TO PART C FUNDING

Ms. Everett moved to approve the Consent Agenda as presented. Mr. Sulfaro seconded and all present voted in favor.

## **DISCUSSION WITH DR. BAILEY REGARDING THE BUDGET**

Dr. Bailey attended the meeting to respond to the Board's ongoing concerns related to further reductions to the CSB fund balance. At this time the City Manager's office has no current plans, nor does it intend, to use funds from the CSB reserves. This situation could change if financial conditions in the City worsen. More concrete information will not be available until approximately October, when the City begins the budget planning process for the next fiscal year. A challenge for the next fiscal year will be identifying funds to pay for the compression portion of the City's pay plan that would go into effect July 1, 2009.

## **COMMITTEE REPORT**

### **A. COMMUNITY AND GOVERNMENTAL RELATIONS COMMITTEE – JULY 14<sup>TH</sup>**

The Committee met to review the strategic recommendations of the HPR-V Regional Geriatric Psychiatric Task Force. The Committee recommends full board approval in principal of the strategic recommendations. All present voted in favor.

The Committee reviewed the Center of Excellence which will develop models for best practices for service delivery in the region. The Committee recommends full board approval in principal of the HPR-V plans for the Center of Excellence. All present voted in favor.

The Committee discussed hosting a Legislative Dinner to discuss our services and needs with local legislators. The Committee will present recommendations to the Board at the August meeting.

## **FINANCIAL REPORT**

Ms. Vanlandingham reviewed the financial report which contains data through the end of May. There was excess revenue of approximately \$1.4 million as of May 31, 2008. Data through the end of the fiscal year should be available at the next board meeting.

## **REGULAR AGENDA**

### **A. CHANGES IN BOARD MEETING DATES**

For the past few years the Board has canceled the August meeting. Dr. Martin moved the Board hold its August meeting on August 11<sup>th</sup> as scheduled and cancel the September 2008 meeting to allow for a Legislative Dinner. Mr. Sulfaro seconded and all present voted in favor.

### **B. STRATEGIC PLAN UPDATE**

Arrangements have been made for Suzanne Puryear to meet with CCSB Leadership Team, CCSB senior supervisors, Deputy City Manager Dr. Wanda Barnard-Bailey and the Department Heads reporting to her which include the Health Department, Human Services, Libraries and Court Services.

## **OTHER**

### **A. CLOSED SESSION**

Mr. Losea moved that the Chesapeake Community Services Board hold a closed meeting to: review the performance of an appointee of the board and discuss the performance of one or more specific individuals as part of the evaluation of the performance of board administration as permitted by section 2.1-344 (A) (1) of the code of Virginia. Ms. Hudgins seconded and all present voted in favor.

The board has come out of its closed meeting and is now in open meeting. Under the provisions of section 2.1-344 (A) (1) of the Virginia Code, we shall now take a roll call vote. Each member must respond either "aye" or "no" to the following statement:

To the best of each member's knowledge: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, **and** (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting just completed by this board.

The statute requires that, if any member of this board believes that there was a departure from the standards of this statement during the closed meeting, that member must so state before we take the roll call vote, and must indicate the substance of the departure which that member believes has occurred. Does any board member wish to make such a statement at this time?

Having heard no such statements (or, having heard all statements regarding departure from the standards for closed meeting), the clerk will now call the roll. An "aye" vote means that you believe the board complied with the standards I have read to you. A "nay" vote means that you believe the board did not comply. Remember, if you plan to vote "nay" you must so state, and explain the basis of your "nay" vote, before our roll call.

Mister Secretary, please call the roll.

Mr. Coleman	aye
Mr. Ely	aye
Ms. Everett	aye
Ms. Hudgins	aye
Mr. Losea	aye
Dr. Martin	aye
Dr. McNair	aye
Ms. Parson	absent
Mr. Pierce	aye
Mr. Sulfaro	aye
Mr. Williams	absent

The vote of the board shall be recorded in the minutes of the meeting. In addition, any statement by a board member that there was a departure from the closed meeting requirements shall also be recorded in the minutes.

Mr. Ely moved the Board approve the Executive Director's performance evaluation as presented by the Executive Committee. Ms. Hudgins seconded and all present voted in favor.

## **ADJOURNMENT**

There being no further business, Mr. Losea adjourned the meeting at 6:35 p.m.

Amy Blondell  
Office Coordinator

John Sulfaro  
Board Secretary

*These minutes are subject to full Board approval.*