

CHESAPEAKE COMMUNITY SERVICES BOARD  
MEETING MINUTES  
JUNE 12, 2006

**PRESENT**

Ms. Janice Hudgins, Chairperson  
Ms. Mary McQuown, Vice Chairperson  
Dr. Diane Martin, Secretary  
Mr. Darin Ely  
Ms. Elizabeth Everett  
Mr. Carl Hanbury  
Mr. Richard Losea  
Ms. Teresa Parsons  
Mr. William Pierce  
Ms. JoAnn York

**ABSENT**

Ms. Patricia Yewcic

**STAFF PRESENT**

Mr. George Ennels, Mental Health/Substance Abuse Program Director  
Ms. Sheilah Gresham, Prevention Specialist  
Ms. Rosemary Mills, Assistant Director  
Dr. Jeff Shelton, Mental Health/Substance Abuse Program Administrator  
Ms. Lisa Vanlandingham, Fiscal Administrator  
Ms. Candace B. Waller, Executive Director

**CALL TO ORDER**

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

**INVOCATION**

The invocation was led by Ms. McQuown.

**APPROVAL OF AGENDA**

Mr. Hanbury moved to approve the agenda as presented. Ms. Everett seconded and all present voted in favor.

**APPROVAL OF MINUTES**

Ms. McQuown revised the wording on the Committee Report action item and corrected one typographical error. Ms. McQuown moved to approve the minutes as corrected. Ms. Everett seconded and all present voted in favor.

**PUBLIC COMMENT**

There was none.

**PRESENTATION – GIRL POWER PROGRAM, SHEILAH GRESHAM PREVENTION SPECIALIST**

Ms. Gresham gave a brief presentation on Girl Power, a substance abuse prevention program for pre-teen and teenage girls. This program operated in Oscar Smith Middle School with the cooperation of Chesapeake Public Schools.

**CONSENT AGENDA**

A. BOARD APPROVAL TO REVISE THE SCHEDULE OF CHARGES TO INCREASE THE RATES FOR DAY SUPPORT SERVICES EFFECTIVE JULY 1, 2006.

B. BOARD APPROVAL TO CANCEL THE AUGUST 2006 BOARD MEETING.

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

**COMMITTEE REPORT**

A. COMMUNITY & GOVERNMENTAL RELATIONS – MAY 8, 2006

There were no action items from the Committee. A copy of the minutes from the committee meeting is in the board package.

B. EXECUTIVE COMMITTEE – MAY 22, 2006

Report will be considered during closed session.

C. ADMINISTRATION & FINANCE/ PROGRAMS & SERVICES – MAY 31, 2006

Mr. Losea reviewed the proposed FY 2007 budget and performance contract. The Committee recommends full board approval of the budget and performance contract. All present voted in favor.

D. PROGRAMS & SERVICES COMMITTEE – JUNE 1, 2006

No public comments were received on the FY 2007 performance contract.

The Committee recommends the board authorize staff to apply for the Families and Schools Together (FAST) grant. All present voted in favor.

The Committee recommends the board adopt the following changes in our procedures for accepting donations:

The Executive Director be authorized to accept any donation valued at \$1,000 or less that is deemed to be non-controversial and report acceptance of the donation(s) in the next Agency Report.

Donations of more than \$1,000 would be reviewed first by the Programs and Services Committee which will make a recommendation to the Board of Directors

All present voted in favor.

The Committee recommends the Board approve the procedure of having grants go directly to the Agency Report and the Board vote on whether or not to apply for the grant, rather than first having the grant reviewed by the Programs and Services Committee. This motion did not pass with a vote of 1 aye and 10 no.

## **FINANCIAL REPORT**

Ms. Vanlandingham provided an update on the Board's fiscal situation as the end of the fiscal year approaches, reviewing data through May 31, 2006.

## **REGULAR AGENDA**

### **A. STATE AND CITY BUDGETS**

As of the date of this Board meeting the State has still not adopted a budget. City Council will review the City budget on June 27<sup>th</sup> and July 5<sup>th</sup>.

## **OTHER**

### **A. WAITING LIST**

Ms. McQuown noted that the waiting list for outpatient services has been reduced and asked what needed to be done to reduce the wait time for psychiatric services. The information will be provided at the next board meeting.

### **B. CLOSED SESSION**

Ms. Everett moved that the Board enter closed session 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. Mr. Losea 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 "nay" 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, 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.

Madam Secretary, please call the roll.

|              |     |              |        |
|--------------|-----|--------------|--------|
| Mr. Ely:     | aye | Ms. Everett: | aye    |
| Mr. Hanbury: | aye | Ms. Hudgins: | aye    |
| Mr. Losea:   | aye | Dr. Martin:  | aye    |
| Ms. McQuown: | aye | Ms. Parsons: | aye    |
| Mr. Pierce:  | aye | Ms. Yewcic:  | absent |
| Ms. York:    | aye |              |        |

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.

Ms. Everett moved that the Board approve the Executive Director's performance evaluation with the editorial changes. Dr. Martin seconded and all present voted in favor.

## **ADJOURNMENT**

There being no further business, Ms. Hudgins adjourned the meeting at 6:50 p.m.

Amy Blondell  
Office Coordinator

Dr. Diane Martin  
Board Secretary

*These minutes are subject to full Board approval.*