

**VIRGINIA BEACH COMMUNITY SERVICES BOARD**

Department of Human Services

March 30, 2017

8:30 a.m. – 10:30 a.m.

<b>Board Members Present</b>	<b>Board Members Absent</b>	<b>Staff Present</b>
Phillip Black	Glacey Anol	Dannette R. Smith
Linda Bright	Kay Ashby	Tim Capoldo
Carrollyn Cox	Patricia Alspaugh	Angie Hicks
Geraldine Hunt	Delores Bartel	Dawn Rykheart
Myra Jennings	Luetilla Cuffee	Talika Smith
Diane Jones	Joyce Harvey	James Thornton
Yvonne Lewis	Diana Ruchelman	
Allan Marsden	<b>Council Liaison</b>	
Toney Reeves		
	<b>Guests</b>	

**FORMAL SESSION**

**Call to Order**

The Community Services Board (CSB) Formal Session was called to order at 9:30 a.m. by Ms. Geraldine Hunt.

**Approval of the Board Minutes**

A motion was made to approve the minutes from the February 23, 2017, board meeting; Ms. Geraldine Hunt seconded the motion and having no objection, the minutes were approved as distributed.

**Committee Reports**

- **Advocacy Committee** – Ms. Geraldine Hunt summarized the meeting notes from the March 16, 2017, meeting notes
- **Developmental Services Committee** – No meeting held
- **Mental Health and Substance Abuse** – No meeting held
- **Executive Committee** – Ms. Hunt summarized the March 16, 2017, Executive Committee meeting notes.

**Financial Report**

- **Year-to-Date** – Ms. Talika Smith, CSB Finance Officer, provided a summary of revenue and expenditures. As of February 28, 2017, CSB revenue was recorded at 101% of YTD goal; expenditures were recorded at 87% of its YTD goal.

**Old Business**

None

**New Business**

- **Action Item: Vote to Approve Fee Change** – With no quorum present, Ms. Hunt requested, and with the board’s agreement, the vote be postponed until the April 27, 2017, full board meeting.

### **Matters of the Chair**

- **Board Education Schedule** – Ms. Hunt stated that the board education presentations for February – April will be as follows:
  - **March:** Short meeting, followed by Site Tours – West Neck, Magic Hollow, Beach Park West, SkillQuest (time permitting)
  - **April:** Full Board Meeting at Witchduck Annex, followed by tour of MHSA Program Programs (Behavioral Health and Wellness)
  - **May:** No Meeting

### **Matters of the Director/Deputy Director and Staff**

Deputy Director Aileen Smith informed board members of the recent name change from the “mental health, mental retardation and substance abuse services”; to the “Behavioral Health and Developmental Services’ which was adopted by City Council on February 21, 2017. Ms. Smith further states that the department is in the process of amending all documents associated with the name change.

### **Other Business**

None

### **Adjournment**

Ms. Hunt adjourned the CSB Board formal session at 10:00 a.m.

## **SITE TOURS**

Directly following the formal session board members boarded a city van and toured the following HSD facilities:

- West Neck
- Magic Hollow
- Beach Park West
- SkillQuest