

NORFOLK COMMUNITY SERVICE BOARD MINUTES

April 12, 2011

225 W. Olney Road, Norfolk, Virginia

Members Present:

Lewis J. Taylor, Ph.D., Chair
Kathy Weaver, Secretary
William Graves, III. Ed.D.
Sr. Pastor, Ken Bryant
CDR Gary Hammond, Ret.
Capt. Henry Conde, Ret.
Capt. Garrat "Gary" Cooper, Ret.
Capt. Neil Walsh, Ret.
Eunice Whitehurst
Patrick D. Thrasher, M.D.

Comprising a quorum of the members of the board

Staff Present:

Maureen Womack, Executive Director
Robert Horne, Corp. Compliance Officer/Board Clerk
Susan Curran, Chief Operating Officer
Joseph Shorter, Director of Human Resources
Mark Moser, Chief Financial Officer

Advisors Present:

Jack Cloud, Norfolk City Counsel

Absent:

Dana L. Redding
George H. Tatterson, Jr., CPA
William Hovland, M.D.
Dorothy Isaac

Call to Order

The meeting was called to order by Dr. Taylor, Chair at 4:06 p.m.

Introduction of new members of the Management Team

Maureen Womack introduced new members to the Management Team:

- Chief Operating Officer – Susan Curran
- Director of Human Resources – Joseph Shorter
- Chief Financial Officer – Mark Moser

Approval of the March 2011 board meeting minutes

A motion was made by Dr. Thrasher and seconded by Eunice Whitehurst to accept the minutes for March 2011 as prepared. The motion passed unanimously.

Board Education: Corporate Compliance

Training was provided to the members of the board on our current corporate compliance program and an overview of the board's fiduciary responsibility related to corporate compliance. It was requested that the next quarterly report provide recommendations on refinements to the program, e.g. benchmarking.

Report of the Chair

a. Plan monitoring of Ends Policies

Dr. Taylor distributed copies of the Global Ends Policy and requested members to participate in an exercise to begin to develop basic measures for monitoring of the Board's Global Ends (Proposal)

Policy. Ms. Womack shared at this time a proposal for the monitoring of the Ends Proposal. The consensus of the members was to use an internal/external method for each of the Ends Policies. Dr. Taylor surveyed the members regarding the frequency of monitoring each of the Ends Policies. The consensus of the members was to use a quarterly frequency for reporting. There was some discussion about whether there might be a need for monthly data related to hospitalization or re-admission rates. Maureen agreed to share the draft survey with the Board as it was developed.

b. Plan public listening session

Dr. Taylor drew the board members attention to the fact that the Board's Calendar includes a 'town hall' meeting scheduled for October 2011. He shared about the need for planning for this event and requested whether there should be an 'ad hoc' committee set up to conduct this planning or whether there should be time dedicated to planning during the regular board meetings. Dr. Taylor asked whether Ms. Whitehurst could coordinate with the city and advise the board at the May meeting of the board. Ms. Whitehurst agreed.

Report of the Executive Director

- a. **New legislation from the General Assembly** – Quad 0000 – Maureen reported that we may have as many as 3,000 additional children & youth assessments under this legislation next year.
- b. **City budget and update** – Ms. Womack reported that the city informed her today that they will be requesting a 40% reduction in the budget contribution to the Norfolk CSB from the City of Norfolk. The City of Norfolk currently provides 15% of the Norfolk CSB's budget. She reported that with this level of budget reduction, it will include actual reductions in services. Ms. Womack reported that she intends to fully fund mandated services and then direct remaining funds toward core services and any remaining funds to ancillary services.
- c. **Contract Amendment for Infant and Toddlers** – Ms. Womack reported on the receipt of an additional fourth quarter of funding for Infant & Toddler services.
- d. **Follow -up on data request** – Ms. Womack reported on the numbers of persons served, the length of time to be seen, changes in GAF scores, and compliance in medical services with high medico-legal risk.

Self-evaluation

Dr. Taylor solicited feedback from the members on recommendations for improvement(s) for the board's meeting. There was some brief discussion on the planned joint session with the Norfolk City Council this summer. Dr. Taylor will follow-up with an e-mail to the members confirming the date for this joint meeting.

Announcement from the City Attorney's Office

Mr. Cloud announced that the City of Norfolk will be filing suit on behalf of the Norfolk CSB against Jill McGlone, George Pratt, Brenda Wise, Tony Crisp, and Linda Berardi for unjust enrichment. The suits will be demanding a jury trial. Copies of the suit were distributed and are attached to these minutes.

Adjournment

A motion to adjourn the meeting was made by Mr. Walsh and seconded by Ms. Whitehurst. The motion passed unanimously. The meeting was adjourned at 6:02 p.m.

The next meeting will be held on **May 10th**, at the same time & location.

Respectfully submitted,

Kathy Weaver
Secretary

KW/rah