

NORFOLK COMMUNITY SERVICE BOARD MINUTES

March 8, 2011

225 W. Olney Road, Norfolk, Virginia

Members Present:

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

Staff Present:

Maureen Womack, Executive Director
Robert Horne, Corp. Compliance Officer/Board Clerk

Advisors Present

Bernard Pishko, City Attorney
Adam Melita, City Attorney's Office
Jack Cloud, Norfolk City Counsel

Absent

George H. Tatterson, Jr., CPA
Capt. Neil Walsh, Ret.

The meeting was called to order at 4:01 p.m. and a quorum of the board members were present.

Executive session entered at 4:03 and subsequently certified pursuant to Virginia Code Section 2.2- 3711 and 2.2-3712. The executive session ended at 5:17 p.m.

Announcement of appointment of Board Clerk

Dr. Taylor announced the appointment of Robert "Bob" Horne to serve as the Board Clerk.

Approval of the February board meeting minutes

A motion was made and seconded to accept the minutes for February 2011 as prepared. The motion passed unanimously.

Risk Management Report

Mr. Ronald Zimmet, Esq. made a presentation to board on his review of and his recommendations concerning the agency's risk management practices.

Review of board procedures on determination of Executive Director's compensation

A review of the procedures on the determination of Executive Director's compensation was requested by Mr. Conde. A motion was made by Henry Conde that the board hold the bonus for the Executive Director in abeyance until a closed meeting can be held to present facts on the basis for which the bonus was made. The motion was seconded by Bill Graves and discussion ensued. On a voice vote from the board the motion failed.

Review of proposed changes to CSB facilities

Maureen presented a brief report on plans for current and proposed facility developments and locations for the Norfolk CSB.

Matter of the Executive Director

Maureen shared with the board that the Department of Justice has issued a report on Virginia that indicates that there has been some violations of the rights of individuals in Virginia under the Olmstead Act. She also reported on some of the highlights on the Virginia General Assembly conference budget.

Matters of the Board

The chair asked the board for comments in self-evaluation of its process in the meeting. It was suggested that the board needs to have regular data to evaluate agency performance and to develop clear performance dashboard items. The chair indicated that draft proposals would be forthcoming.

Board members were reminded that the board requested to have agenda topics and proposed motions at least twenty-four (24) hours in advance of the scheduled board meeting.

The meeting adjourned at 6:53 p.m.

The next meeting will be held on **April 12, 2011**, at the same time & location.

Respectfully submitted,

Kathy Weaver
Secretary

KW/rah