



Board of Directors

Tuesday
August 27, 2024

**NORFOLK COMMUNITY SERVICES BOARD
BOARD MEETING MINUTES
Wednesday, September 25th, 2024
Meeting was held at 7447 Central Business Park Drive**

Members in Attendance:

Charles Peek (0)
Mike O'Toole (1)
Henry McNair (5)
Dr. Sally Carroll (0)
Jazmine Emily Garcia (2)

Guest :

Dr. Tamakloe

Members Absent:

Carly Gelles (4)
Dante Walston (3)
Dawn Freeman (3)
Dr. Krystal Vaughan (0)

Staff in Attendance:

Dr. Nathan Woodard, Executive Director
Steve Stewart, Division Head
Michele Davis, Division Head
Angela Taylor – Colston, Division Head
Kristen Condron, Division Head
Dr. Bill Forte, Medical Director
Dr. MaShawn Scott, Acting Division Head
Amy Lui, Controller

**A quorum of the members was present*

**Numbers in parenthesis represent number of absences during a 12-month period*

I. **CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Mr. Charles Peek, Chair.

II. **OPENING REMARKS**

Public Comment

Melissa Hansen, Administrative Analyst, is responsible for receiving comments from the public, either before or after the meeting. Such comments may be submitted by e-mail to Melissa.hansen@Norfolk.gov.

Members in Attendance

Those members of the NCSB participating in this meeting will be identified in the roll call of the meeting and in the minutes.

III **ROLL CALL**

Steve Stewart called the roll of the members. There was a quorum.

IV. Citizens Comments

DD Provider CO Elevation LLC the sent concern that they are not getting DD waiver referral (a Group Home)

V. Matters of the Chair

- A. Approve Minutes from August 27, 2024. Tabled because copiers were down, and no copies were available of the minutes.
- B. Dr. Woodard – Introduced his self as the new Executive Director – He used to be at the CSB and was in case management.
- C. Introductions were made of guests and new member.

VI. Matters of the Executive Director (Dr. Nathan Woodard)

- A. There is an opportunity for CSB to meet elected officials at VACSB conference. Dr. Woodard would like to ask people from the board to attend; cost covered by CSB to meet elected officials.

V. Matters of the Acting Assistant Director

- A. September 27th 10:00 AM to 2:00 PM Northside Park Recovery month Festivities.
- B. Oct 23rd 2:00 PM to 5:00 PM Truck or Treat @ RHR done by ITCN & CAS.
- D. The Peers are working an MOU to bring Peers in jail services.
- E. Reference Carolsue emails. O'Toole – stated people either minor record that have entered the system and having the opportunity to have the room at The Center. People are going to jail only because they
- F. Clothing room has been opened by NSP to give essentials when released. This is funded by a grant.

VI Financial Report – Amy Liu

- A. Revenue is on target. We did not spend all the money we budget for. We are not over expenses. Balance as of now is \$6,436,074.00. We track our own money. Fund Balance (Beginning FY25) \$19M for GF Reserves and his books. Fund Balance HER System upgrade \$700,745.00. (Beginning FY25) also \$2.1 million. We received a lot of federal money and other money (ARPA for IT) (ARPA for Step VA). ARPA money will possibly end in December 2025. Questions about why it is so hard to fill positions. Somebody needs to advocate! Special Revenue is carried forward.

VII Adjournment

With no further discussion items, a motion was made by the Chair to adjourn. the meeting was adjourned at [REDACTED] p.m.

The next meeting of the Board Directors is scheduled for October 24, 2024.

Respectfully submitted,
Angela Taylor-Colston