

3/20/07 Tuckahoe LHRC

AGENDA

Committee Members Present

Paul A. de Voursney- Chair
Erika M. Richardson- Secretary
Norma Draper- Vice Chair

Committee Members Absent

N/A

Others Present

Monique Jackson-Woodson- Miracles Behavioral Health Center
Paige O'Brien- Regional Coordinator Blue Ridge Res. Services
Kelly Murphy- Blue Ridge Services
William Anderson- Program Director Tri-Center
Valerie C. Minor- OLA Home for Boys
Bob Marcello- Southern Va. Regional Medical Center
Kathy DeShazo- We Support Families
Jim Bowser- Regional Advocate
Guirlande Dorsainville- Divine Intervention
Monica Lucus- Owner and Director- Rion Hope- Potential Committee Member
Rick Lupacchino- ACTS LLC

Action Items

- A motion was made and passed to approve the committee bylaws
- A motion was made and passed to approve the prorated amount of \$75 for this year and \$100 year beginning March 2007.
- A motion was made and passed to approve the meeting date as the first Tuesday of each quarter- beginning in June 2007
- A motion was made and passed to approve the first reporting period covering dates of 3/1/07 to 5/31/07. The second reporting period 6/1/07-8/31/07. The third reporting period 9/1/07-11/30/07.
- A motion was made and passed to recommend Monica Lucus for appointment to the Tuckahoe LHRC.

- I. Welcome/ Call to Order
- II. Introductions
- III. Public Comment- No public comments
- IV. Approval of Minutes- review of election of officers and draft of affiliation agreement and bylaws- all committee members approved bylaws- draft is considered approved
Affiliation agreement- A suggested fee of \$100 per year; each affiliate to provide meeting space; responsible for sending notice of meeting itself; fee to offset mailings, stamps, refreshments. Dues- Helpful to reimburse committee members for travel. The fee for next year will be discussed at a later date.

Special Account set up in the name of the Tuckahoe LHRC that requires 2 committee signatures to make withdraw, specifically Chair and Co-Chair. At each meeting there will be a financial statement review.

- V. Review, Comment & Approval of Draft Bylaws- See above Action Items
- VI. Review, Comment & Approval of Draft Affiliation Agreement: Affiliation Agreement approved and will be returned signed by next meeting, June 4, 2007.
- VII. Committee Minutes:
 - A. Time Frame for posting draft minutes- FOIA requirements training will be conducted at next committee meeting. Sent to department attn: Margaret Walsh for posting within 10 working days of meeting.
Margaret.walsh@co.dmhmrzas.virginia.gov
 - B. Time Frame for posting approved minutes- 3 working days to send approved minutes.
- VIII. Meeting Schedule:
 - A. Next Meeting Date: June 5, 2007 at 4:30pm; September 4 ,2007 at 4:30; December 4, 2007 at 4:30pm. Reporting records will be emailed to affiliates by Secretary to Affiliates. Next reporting period will be from 3/1/2007-5/31/2007.
 - B. Meeting Place: Tuckahoe Area Library
- IX. Execution Session:
 - A. Interviews of Nominees for Membership: Monica Lucus
 - B. Return to Open Session: See Action Items
- X. Adjournment