



## Policy Advisory Board

Monday, April 21, 2025

**NORFOLK COMMUNITY SERVICES BOARD**  
**POLICY BOARD MEETING MINUTES**  
**Thursday March 27, 2025, at 6:00 PM**  
**Meeting was held at 7447 Central Business Park Drive**

**Members in Attendance:**

Krystal Vaughan (0)  
Sally Carroll (0)  
Jazmine Emily Garcia (0)  
Mike O'Toole1(0)  
Henry McNair (1)

**Members Absent:**

Carly Gelles (1)  
Dante Walston (1)

**Staff in Attendance:**

Dr. Nathan Woodard, ED  
Melissa Hansen, Board Chair  
Stephen Stewart  
Kristen Condon  
Hank Crofford  
Carolsue McGehee  
Angela Taylor-Colston

*\*A quorum of the members was present*

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

- I. **CALL TO ORDER:** The meeting was called to order at 11:02 AM. by Jazmine Garcia, 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](mailto: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**

Melissa Hansen called the roll of the members. There was a quorum.

IV. **Citizens Comments**

A. No citizens were in attendance.

## **V. Matters of the Chair**

- A. Approve minutes from March 27, 2025
  - i. Sally Carroll made a motion to approve March 27, 2025 minutes, seconded by Dr. Vaughan and they were approved.
  - ii. Jazmine encouraged others to reach out to citizens to fully staff our board so that we can be more effective.

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

- A. Financial Report
  - i. Amy went over the financial statements. There has been an abundance of Executive orders signed recently that there will be many changes when it comes to Medicare reimbursement, what services are permitted, and many things will be put into one. This excess money will help us during this transition and the changes that are eminent. Although the city will assist us, this extra money will help us and allow the city to assist other departments. We have money to return to for grants that have been canceled. Peer recovery with the sheriffs' office will still occur, even though money must be returned.
- B. Review and approve the Strategic Plan 2025-2028
  - i. The strategic plan was reviewed by staff and changed. At the next meeting, if you could review and come back with any questions, that would be great. A consultant will be here in a few months to provide recommendations on how we can improve or change how we do business.
    - 1. We will table for next month.

## **VII. Miscellaneous Announcements**

- A. Visits with Staff, the board would love to schedule them.
- B. Sally went to a symposium and the Tall Cop was a presenter. She suggested that we have this speaker come to the city. We don't know what we don't know in reference to smoke shops, the products they sell and who they sell them to.
- C. Mike and the sheriff's office deals with fentanyl each day. The city has a task force and does a great presentation if we would like to have them over. Jazmine mentioned that they will be handing out revive kits and doing training in Campostella soon.
- D. The CSB is having a mental health picnic on May 16, from 11-2. A food truck and community organizations are coming to spread mental health awareness. Kristen will connect people with that would be a vendor.

## **VIII. Adjournment**

A. motion was made by Jazmine and second by Sally Carroll to adjourn the meeting at 12:07 PM.

Respectfully submitted,

Melissa Hansen  
Board Chair