



Prince William County Community Services Board Brief Sheet



Patrick Sowers
Chairman

Georgia Bachman, LCSW
Acting Executive Director

The Regular Meeting of the Community Services Board was convened on December 12, 2024, at 6:40 p.m. in Powell's Creek Conference Room, James J. McCoart Government Center, 1 County Complex Court, Prince William, VA.

BOARD MEMBERS PRESENT: Voneka Bennett, Bradley Marshall, John O'Leary, Tim Oshiki, Francis Rath, Patrick Sowers, Deanna Bayer, Vicky Castro, Colleen Oshiki

BOARD MEMBERS ABSENT: Dr. William Carr

1. **APPROVAL OF MINUTES** – November 21, 2024
(Ayes: 6; Nays: 0; Abstained: 3; Absent During Vote: 0; Absent From Meeting: 1)
2. Presentation was provided on Friends of Horticultural Therapy by Joann Rudy, Roger Rudy, and Brian Richard
3. **DISCUSSION ITEMS**
 - A. Performance Measures Report was presented and discussed
 - B. The following updates to the Policy and Procedure Manual were presented; Part II Administrative Services- Article 2: Physical Environment; Part III Services and Support- Article 1: Service Description and Staffing; Part IV, Records Management and Confidentiality; and Part VII, Additional Requirement for Selected Services, Article 3: Correction Facility. Part V, Article 3 were pulled from the packet as they contain an error and will be resubmitted in January.
 - C. Board members were appointed for the 2025 By-Laws Committee, Policies and Procedures Committee, and Employee of the Quarter Committees
 - D. The chair reminded board members to remain engaged with elected officials regarding CSB needs.
4. **MOTION TO CHANGE THE EMPLOYEE OF THE QUARTER NAME TO "TIM OSHIKI EMPLOYEE OF THE QUARTER"**
(Ayes: 9; Nays: 0; Abstained: 0; Absent During Vote: 0; Absent From Meeting: 1)
5. **Open Items:** None
6. **ADJOURNED**
(Ayes: 9; Nays: 0; Abstained: 0; Absent During Vote: 0; Absent From Meeting: 1)