

EASTERN SHORE COMMUNITY SERVICES BOARD

Minutes August 11, 2015

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, August 11, 2015 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Robert Bloxom
Ms. Gina Crockett
Ms. Sallye Dukes
Mr. Dee Fitch
Mr. Richard Hubbard-Chairman
Dr. John Ogram
Ms. Sandy Taylor
Ms. Joan Wilson

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Lynier Linton, Director of Finance and Administration
Dr. Nicholas McClean-Rice-Medical Director
Mr. Mike Leahy, Developmental Services Program Director
Mr. Tom Nelson, Director of Human Resources
Mr. Damien Greene, IT Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Marva Annis

Mr. Hubbard asked for a motion to go into Executive Session. Mr. Fitch made the motion, and it was seconded by Ms. Wilson. It was announced that pursuant to Virginia Code Section, 2:2-3711 (A) (1), the Board would enter into Executive Session at 9:34 am. At 10:15 am a roll call voice vote was taken, and all board members certified nothing other than personnel matters were discussed during the closed session.

Mr. Hubbard, Chairman, called the meeting to order at 10:19 am.

Approval of Minutes –

Dr. Ogram made a motion to approve the July 14, 2015 minutes, Ms. Crockett seconded, and it was unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Treasurer's Report –

Mrs. Linton stated there is no report and they are continuing to work on the financial reports for the month of June, 2015.

Mrs. Linton stated the HUD auditors were here on July 31, 2015 for ARC and SILA Corporations and the ESCSB and Mendisadd auditors were here August 4th and 5th, 2015.

Mrs. Linton stated an offer letter had been sent to a Senior Accountant with a start date of August 24, 2015.

Disability Program Reports-

Clinical Services –

Ms. Sedjat referenced the board report that is appended herewith.

Ms. Sedjat stated the correct number of VICAPs is 29, and 74 Intakes for a total of 103 assessments completed during the month of July.

Ms. Sedjat stated the Psychosocial Clubhouse served on an average of 30 individuals during the month of July.

Prevention and Quality Improvement-

Ms. Sedjat referenced the board report that is appended herewith.

Ms. Sedjat stated Angel Shrieves has been in training with different groups and staff during the month of July.

Medical Director-

Dr. McClean-Rice stated there are changes in the payment for monthly injectable anti-psychotics that we hope will be worked out in the near future or we may have problems giving these meds.

The opiate program needs policies and procedures for our agency. These will need to be drawn up with the input of the substance abuse staff. There are questions on where we will send drug screening lab tests. We have a new company that we want to order the Urine Drug Screen cups

from for in house use. The previous cups seemed unreliable or insufficiently sensitive to various drugs.

Developmental Services –

Mr. Leahy referenced his board report that is appended herewith.

Mr. Leahy stated the next Developmental Services Council meeting is August 17, 2015.

Mr. Leahy stated the garden at Day Support has been quite a success. The consumers hope to be able to attend Disney on Ice from the proceeds.

Human Resources –

Mr. Nelson referenced his board report that is appended herewith.

Mr. Nelson stated an offer letter had been sent to a Senior Accountant.

Mr. Nelson stated two MH/SA Case Manager's references are being checked.

Mr. Nelson stated the Human Resources Department review is in process.

Mr. Nelson stated the on-line applicant tracking system evaluation is in progress.

Mr. Nelson stated a motion needs to be made to approve a new position of Clinical Director of MH & QI. Mr. Fitch made the motion, Dr. Ogram seconded, and the motion was approved by a voice vote.

Finance Director –

Mrs. Linton stated the auditors will be here on September 9 & 10, 2015.

IT Director –

Mr. Greene referenced his board report that is appended herewith.

Executive Director –

Ms. Sedjat referenced her board report that is appended herewith.

Ms. Sedjat stated Rebecca Cowling is continuing to make great strides toward having an affiliated NAMI chapter. She is also spearheading the ESCSB team for the "Out of Darkness" walk this Fall. We now have a CIT trained staff from the CSB as well as 1 Accomack and 1 Northampton officer set to be trained in August.

Ms. Sedjat gave kudos to Brenda Laws. She reached out to a law office for two intellectual disability trainings.

Old Business –

There was none.

New Business –

Ms. Taylor stated the Vocational Center Complex needs a total overall of painting and new furniture. They need volunteers to help with this project.

Mr. Hubbard announced the next meeting will be Tuesday, September 8, 2015.

Mr. Fitch made a motion to adjourn the meeting, and Ms. Taylor seconded. The motion was passed unanimously and the meeting adjourned at 11:47 am.

Barbara James, Recording Secretary/Ms. Joan Wilson, Secretary
These minutes are subject to full Board Approval.