

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
February 12, 2013

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, February 12, 2013 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Travis Bradley
Ms. Gina Crockett
Rev. James Davis
Mr. Dee Fitch
Mr. Richard Hubbard
Dr. John Ogram

Others Present:

Dr. Mark Freeze, Executive Director
Mrs. Donna Kellam, Director of Administration and Human Resources
Ms. Sharon Parker, Director of Clinical Services
Mr. Mike Leahy, Developmental Services Program Director
Mrs. Lynier Linton, Finance Director
Mr. Philip Evans, IT Director
Mr. Cedrick Cooper, Senior Accountant
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Marva Annis
Ms. Sallye Dukes
Mr. Berran Rogers
Mrs. Debra Wharton, Director of Quality Improvement and Prevention
Dr. Nicholas McClean-Rice, Medical Director

Mr. Bradley called the meeting to order at 10:00 am.

Approval of Minutes -

Mr. Hubbard made a motion to approve the January 8, 2013 minutes, Mr. Fitch seconded the motion, and they were unanimously approved by a hand vote.

Public Comment –

As a former employee, Ms. Godwin spoke about her personnel issues.

Items Requiring Board Action –

Mr. Fitch made a motion to approve changes to ESCSB Policy MS 009 “Prescription Medication” and Mr. Hubbard seconded, and it was unanimously approved by a hand vote.

Treasurer’s Report –

Mr. Fitch referenced the draft of the December 31, 2012 financial report that is appended herewith.

Disability Program Reports- Clinical Services –

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

Ms. Parker stated February 14 & 15 there will be community wide training on Cross System Mapping at the Eastern Shore Workforce Development Building at the Eastern Shore Community College. The workshop is designed to help communities identify existing community resources, service gaps, and opportunities for improved service coordination and communication between mental health, substance abuse, and criminal justice professionals.

Medical Director-

Dr. McClean-Rice was unable to attend.

Prevention and Quality Improvement –

Mrs. Wharton was unable to attend.

Developmental Services –

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

Mr. Leahy stated he attended a meeting last Friday and work continues to get the START homes completed so emergency respite services will be available in all areas of Virginia.

Mr. Leahy stated that on February 5, 2013, he and Dr. Freeze met with Donald Fletcher, the Independent Reviewer, who is monitoring the Settlement Agreement. On February 6, 2013 Mr. Fletcher met with support coordinators/case managers to get their input as well.

Mr. Leahy stated the ESCSB is still waiting on the state budget for the final dollar amount approved to fund Part C services of the PIPS program.

Human Resources –

Mrs. Kellam referenced her board report that is appended herewith.

Mrs. Kellam stated she, Dr. Freeze, and Mrs. Linton are going to meet with a representative from Rutherford, an agency that offers compliance and health counseling, to see what information and ideas they have and research employers' responsibility under the Patient Protection and Affordability Act "Obama Care".

Mrs. Kellam stated there are more Virginia Retirement System changes on the horizon that the ESCSB may have to take into consideration for the second half of the upcoming budget year. Mrs. Kellam went over the changes relative to a Hybrid Plan effective January 1, 2014.

Finance Director –

Mrs. Linton referenced her financial board report for December 31, 2012 that is appended herewith.

Mrs. Linton stated when the audit report comes she will send it along with the management letter to the board members.

IT Director –

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

Mr. Evans stated the VOIP phone system has been installed at Parksley

Behavioral Health Center, and it is working well.

Executive Director –

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze stated the new job descriptions have been drafted with final input from Ms. Sedjat, Ms. Parker, Mrs. Wharton, Mrs. Kellam, and himself due this week. Ms. Sedjat could not be here today but will attend the March board meeting.

Dr. Freeze stated during the legislative conference he attended in January he was able to meet with Senator Northam and met with Lyn Lewis's legislative assistant to discuss the issue of the funding for Part C for the PIPS program.

Dr. Freeze stated the lawsuit over the disqualification of the managed care proposal has been settled out of court. The settlement called for the dissolution of the Partnership with Value Options. The contract has not been awarded yet.

Old Business –

There was none.

New Business –

Mr. Fitch made a motion to go into Executive Session at 11:15 am and it was unanimously approved by a hand vote. It was announced that pursuant to Virginia Code Section 2:2:3711 (A) (1), the Board would enter into Executive Session for the discussion of personnel issues.

Regular session reconvened at 12:02 pm. A polling of board members by voice vote indicated that only personnel issues were discussed in Executive Session.

Mr. Bradley announced there would be a Mendisadd, Inc. meeting at 12:03 pm.

Dr. Freeze stated the appraisal of the land in Belle Haven, behind Hal Floyd's house, is \$20,000. Mr. Floyd wants to purchase the land from the CSB.

Dr. Freeze stated VDOT wants to widen the frontage of the road of the property outside of Onley, owned by the CSB, for easement for \$1250.

Mr. Fitch made a motion for approval and Rev. Davis seconded, and it was unanimously approved by a hand vote that Dr. Freeze would move forward with the sale of both pieces of land.

Dr. Freeze will get in touch with Mr. Floyd and talk to the ESCSB lawyer, Herman Walker.

Mr. Bradley asked for a motion to adjourn. Mr. Fitch made the motion and Rev. Davis seconded it. The motion was approved unanimously by the board.

There being no further business the meeting adjourned at 12:10 pm.

Barbara James, Recording Secretary/Ms. Marva Annis, Secretary

These minutes are subject to full Board Approval.