

EASTERN SHORE COMMUNITY SERVICES BOARD

Minutes

October 8, 2013

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, October 8, 2013 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Ms. Marva Annis

Mr. Travis Bradley-Chairman

Ms. Gina Crockett

Rev. James Davis

Mr. Dee Fitch

Mr. Richard Hubbard

Dr. John Ogram

Absent:

Ms. Sallye Dukes

Ms. Joan Wilson

Mr. Philip Evans, IT Director

Others Present:

Dr. Mark Freeze, Executive Director

Mrs. Donna Kellam, Director of Administration and Human Resources

Ms. Sharon Parker, Director of Clinical Services

Dr. Nicholas McClean-Rice, Medical Director

Mrs. Debra Wharton, Director of Quality Improvement and Prevention

Mr. Mike Leahy, Developmental Services Program Director

Mrs. Lynier Linton, Finance Director

Ms. Barbara James, Office Services Specialist

Mr. Bradley called the meeting to order at 10:08 am.

Approval of Minutes -

Dr. Ogram made a motion to approve the September 10, 2013 minutes as amended: Dr. Freeze sent a letter to James Stewart, Commissioner, Behavioral Health and Developmental Services, regarding the status of the PIPS program, and he has not heard anything. He will be sending a letter to Catherine Hancock, (the State Part C Coordinator) indicating effective December 31, 2013 the ESCSB will step down as the lead agency here on the Shore for the provision of those services; Mr. Hubbard seconded the motion, and it was unanimously approved by a hand vote.

Public Comment -

There was none.

Items Requiring Board Action –

Mr. Fitch made a motion to approve the changes to ESCSB Policy HR 436 “Work Hours” and HR 616 “Compensatory Time”, Dr. Orgram seconded, and they were unanimously approved by a hand vote. SRM 020-Electronic Mail (E-mail) and Text Messaging and IT 003 “Electronic Communications/Email/Texting, Social Media and Oral (cell phone) Communications were tabled until the ESCSB attorney can be consulted.

Treasurer’s Report –

Mr. Fitch referenced his Treasurer’s report and the draft of the August 31, 2013 financial report that is appended herewith.

Disability Program Reports-

Clinical Services –

Ms. Parker referenced her board report that is appended herewith. Ms. Parker stated Magellan begins December 1, 2013, Dual Eligible Project begins January 1, 2014, and Mental Health Support Services new regulations begin January 1, 2014. Ms. Parker stated services are provided to Arcadia Nursing home on a monthly basis.

Medical Director-

Dr. McClean-Rice stated the Medical Department has 3 Doctors, and 3 Nurses, and Dr. McClean-Rice sees 425 patients. Dr. Henderson has 200 patients and Dr. Snead has 177. It takes six weeks for someone to get back in to get a med appointment.

Dr. McClean-Rice stated there will be a four hour per week telepsychiatry service offered.

There was discussion on the crisis stabilization situation.

Prevention and Quality Improvement –

Mrs. Wharton referenced her board report that is appended herewith. Mrs. Wharton stated there had been four audits done this year.

Developmental Services –

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

Mr. Leahy stated DMAS auditors were here.

Human Resources –

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

Mrs. Kellam stated there will be a formal appeal of the Medicaid audit, and the Department of Behavioral Healthcare will be involved concerning licensure regulations.

Mrs. Kellam and Mrs. Linton recommended the ESCSB not opt out of Virginia Local Disability Plan through VRS. Mr. Fitch made a motion, Dr. Ogram seconded, and it was unanimously approved by a hand vote.

Mrs. Kellam stated a meeting is scheduled with Eastern Shore Rural Health Outreach Coordinators to educate staff about the marketplace and enrollment on October 15, 2013 at 5:45 pm and October 16, 2013 at 11:00 am at the Vocational Center.

Mrs. Kellam stated she will try to have a representative from Virginia Retirement System to come for the December meeting.

Finance Director –

Mrs. Linton referenced her financial board report for August 31, 2013 that is appended herewith.

Mrs. Linton stated the Fiscal Specialist started yesterday. The Finance Department has been without someone for a month now.

IT Director –

Mr. Evans was unable to attend.

Executive Director –

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze stated the upgrade of Mitel VOIP phone system continues.

Dr. Freeze stated a fitness room is being constructed in the Quonset hut behind the Parksley Behavioral Healthcare Center and equipment should be delivered soon.

Dr. Freeze stated the ARC 50th Anniversary is October 13, 2013, 2-4 pm at the Vocational Center in Exmore.

Dr. Freeze sent a letter to James Stewart, Commissioner, Department of Behavioral Health and Developmental Services on September 25, 2013 and has not heard anything regarding the status of the PIPS program. Dr. Freeze will keep everyone informed. Dr. Freeze stated the second article hopefully should be in the Eastern Shore News this week.

Dr. Freeze has set up a meeting with the consultant to do a six month review of the MH/SA re-organization.

Old Business – There was none.

New Business – There was none.

Mr. Bradley asked for a motion to adjourn, Mr. Fitch made the motion, Mrs. Crockett seconded, and it was approved unanimously by a hand vote.

There being no further business the meeting adjourned at 12:04 pm.