

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
April 9, 2013

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, April 9, 2013 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Ms. Marva Annis
Mr. Travis Bradley
Ms. Gina Crockett
Rev. James Davis
Ms. Sallye Dukes
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
Mrs. Debra Wharton, Director of Quality Improvement and Prevention
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:

Mr. Berran Rogers
Dr. Nicholas McClean-Rice, Medical Director

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

Approval of Minutes –

Dr. Ogram stated the March 12, 2013 minutes should be modified on Page 2, under Ms. Parker's report, to reflect his concerns that neither he nor the members of the medical department of Accomack County jail had been invited to attend the Cross Mapping workshop at the Eastern Shore Community College. Mr. Fitch made a motion to approve the March 12, 2013 minutes as modified, Mr. Hubbard seconded the motion, and they were unanimously approved by a hand vote.

Public Comment –

There was none.

Items Requiring Board Action –

Mr. Fitch made a motion to approve changes to ESCSB Policy FR 039 "Payment for Services Rendered", and Ms. Annis seconded, and it was unanimously approved by a hand vote.

Mr. Bradley stated that Mr. Berran Rogers had only attended one board meeting in a year, and a new board member needs to be appointed. Mr. Hubbard made a motion for Dr. Freeze to draft a letter to Mr. Steve Miner, Accomack County Administrator, to appoint a new board member. Mr. Fitch seconded, and it was unanimously approved by a hand vote.

Treasurer's Report –

Mr. Fitch referenced his Treasurer's report and the draft of the February 28, 2013 financial report that is appended herewith.

Disability Program Reports- Clinical Services –

Ms. Parker stated her department has been calling local fire departments, local police, and state police relative to their having to deal with the arson problem. They will be debriefing and offering services to assist schools, also.

Ms. Parker stated a child clinician has resigned. A person is needed to fill this position quickly.

Ms. Parker stated the Achiever's Clubhouse attendance has gone up from 21 to 24 in the last month.

Ms. Parker stated the reorganization is going very well.

Ms. Parker handed out the Serious Mental Illness survey results from a survey that 70 consumers completed.

Medical Director-

Dr. McClean-Rice was unable to attend.

Prevention and Quality Improvement –

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

Mrs. Wharton stated the Board's Office of Prevention has applied for a one-time \$500 stipend from The Alliance for the Prevention and Treatment of Nicotine Addiction via a grant from WellPoint.

Developmental Services –

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

Mr. Leahy stated the ESCSB is hopeful another meeting will be planned in Richmond on funding Part C services of the PIPS program. Mr. Leahy and Dr. Freeze will attend.

Mr. Leahy stated the Virginia Leaders of Intellectual and Developmental Disabilities recommendations were expressed regarding how to complete approximately 1,000 National Core Indicators surveys annually, instead of the current 400, as required by the DOJ Settlement. Over 25 of the consumers served by ESCSB were chosen to be interviewed this year which currently would occur every three years. The case managers would be required to do this.

Mr. Leahy stated the staff from Day Support and Residential programs will be attending trainings to help improve their knowledge and skills assisting individuals diagnosed with Alzheimers/Dementia. These trainings are sponsored by Southside Geropsychiatric Services free of charge. They are going to be held May 8 in Norfolk and May 30 in Virginia Beach.

Mr. Leahy stated three Residential Service Aides have been hired, and the Greenhouse Instructor will start soon.

Mr. Leahy stated he may have the START contact come over to the Eastern Shore relative to Cross-Systems Mapping.

Human Resources –

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

Mrs. Kellam handed out the Executive Director's evaluation that should be drafted for the May 14 meeting for discussion in Executive Session.

Mrs. Kellam stated she, Dr. Freeze, and Mrs. Linton will meet on April 16 with an individual from Benefits Fiduciary Group relative to compliance with healthcare reform. Mrs. Kellam may also talk to ESCSB attorneys relative to any services they provide for compliance.

Mrs. Kellam passed out an article on healthcare reform.

Finance Director –

Mrs. Linton referenced her financial board report for February 28, 2012 that is appended herewith.

Mrs. Linton stated she and Mr. Cooper met with Mrs. Lewis, Northampton County Finance Director, and have decided to stay with Robinson, Farmer, & Cox, auditors, one more year.

IT Director –

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

Mr. Evans stated the VOIP phone system will be expanded to include administration and emergency services in Nassawadox.

Mr. Evans explained the process of expanding the encryption for emails. The type of encryption will require both the sender and the recipient of the email to have encryption capabilities.

Executive Director –

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze referenced a final report on a Cross-Systems Mapping exercise sponsored by the Board and conducted on February 14-15, 2013. Thirty agencies participated and the goal of the exercise was designed to transform

services for persons with Mental Illness in Contact with the Criminal Justice System on the Shore. A follow-up article has been written and will be submitted to the Eastern Shore News and Eastern Shore Post.

Dr. Freeze stated the General Assembly session has ended and federal block grant budget cuts due to sequestration are between 5-6% and amount to approximately \$23,000. Most of this reduction is for SA services. There are also some proposed Medicaid rate reductions. Mental Health Support Services is one of those, and the rates are going to be reduced significantly.

Dr. Freeze stated he is spending one day per week at the Behavioral Healthcare Center in Parksley so that he can be more visible and accessible to staff and managers in the outpatient clinic.

Dr. Freeze stated he is going to a seminar June 11-14 and would like to change the board meeting to June 18. Everyone is going to check their schedules and decide at the May 14 meeting.

Old Business –

There was none.

New Business –

Mr. Fitch made a motion to go into a Mendisadd, Inc. meeting, and Mr. Davis seconded, and it was unanimously approved by a hand vote.

Dr. Freeze will draw up a Board Resolution for the transfer of property outside of Onley for VDOT to widen the frontage of the road.

Dr. Freeze stated he is still waiting for Mr. Floyd to get back to him on the land in Belle Haven owned by the CSB.

Dr. Freeze stated he would like to refinance HUD loans. He has talked to Shore Bank and B B & T. The new note would be on the Behavioral Healthcare Center and Achiever's Clubhouse building and would be shorter term and better rates. Mr. Fitch made a motion for Dr. Freeze to proceed and draw up a Resolution, and Mr. Davis seconded, and it was unanimously approved by a hand vote.

Mr. Bradley asked for a motion to adjourn. Ms. Dukes 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 11:30 am.

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

These minutes are subject to full Board Approval.