

EASTERN SHORE COMMUNITY SERVICES BOARD

Minutes

April 8, 2014

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, April 8, 2014 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Ms. Marva Annis

Mr. Travis Bradley-Chairman

Ms. Sallye Dukes

Mr. Dee Fitch

Mr. Richard Hubbard

Dr. John Ogram

Ms. Sandy Taylor

Ms. Joan Wilson

Absent:

Ms. Gina Crockett

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

Ms. Barbara James, Office Services Specialist

Mr. Bradley, Chairman, called the meeting to order at 10:03 am.

Mr. Fitch thanked everyone for the dish garden, food, cards, etc. that he received when his wife passed away.

Dr. Freeze introduced new board member Sandy Taylor. Ms. Taylor stated she was retired from working at Suntrust Bank and is currently on the ARC Board. She is very glad to be on the board representing Northampton County.

Approval of Minutes –

Mr. Hubbard made a motion to approve the March 11, 2014 minutes, Dr. Ogram seconded the motion, and it was unanimously approved by a hand vote.

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Treasurer's Report –

Mr. Fitch referenced his Treasurer's report for the month ending February 28, 2014.

Disability Program Reports-

Clinical Services –

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

There was discussion on the Credible software.

Medical Director-

Dr. McClean-Rice stated Dr. John Snead is going to be working more hours as of May 1, 2014.

Dr. McClean-Rice stated he and Ms. Parker will be visiting Hampton Newport News CSB for a meeting to see how Tele-psychiatry works. This will add seven hours for children services using Tele-psychiatry.

Dr. McClean-Rice stated he and Dr. Ogram will meet to discuss coding procedures.

Prevention and Quality Improvement –

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

Mrs. Wharton stated the grant funding for the Strengthening Families Initiative will end in June. There are other proposals for grants, and it is hoped consultation with the DHBDS can be scheduled in the next few weeks.

Mrs. Wharton stated a site visit was conducted by Magellan Clinical Liaison. During the site visit information was shared relative to Magellan's credentialing deadline, crisis intervention services registration, random quarterly chart reviews and communications with Magellan.

Developmental Services –

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

Mr. Leahy stated DMAS made an unannounced visit. This review is a follow up to our QMR in October, 2013.

There was discussion on how DMAS expired some authorizations and denied services. No memo had been received from DMAS relative to this.

Mr. Leahy stated the DBHDS will form a committee consisting of experienced case managers statewide. They will be tasked with evaluating several individual service charts to determine the costs of services.

Human Resources -

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

Mrs. Kellam stated there will be an Executive Session on May 13, 2014 and June 10, 2014 at 9:30 am to go over the Executive Director's evaluation.

Finance Director -

Mrs. Linton referenced her financial report for the month ended February 28, 2014 that is appended herewith.

Executive Director -

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze stated there is no state budget agreement at this point.

Dr. Freeze stated Phil Evans has retired effective March 22, 2014 due to health reasons.

Dr. Freeze stated the Credible contract is under review with the attorneys.

Dr. Freeze stated he hopes to launch the Tele-Psychiatry within the next month.

Dr. Freeze stated he had received two bids for the shop so the Transportation Manager can have an appropriate place to bring in agency vehicles for assessment, diagnostics, and minor repairs.

Dr. Freeze stated he had closed on the piece of land from Mendisadd to Hal Floyd.

Dr. Freeze stated he would be finishing refinancing the loans with BB&T. The assessment has been completed and hopefully can close within the next few weeks.

Dr. Freeze stated the VOIP phone system in Administration and Emergency Services has been installed. There will be training this week.

Next week consultants will be here to look at the entire IT server system to make recommendations for updating and improving speed and reliability.

Dr. Freeze stated he will know more about the PACT Team funding for next year after July 1, 2014. Dr. Freeze will put it in his board report next month.

Old Business –

There was none.

New Business –

There was none.

Mr. Bradley asked for a motion to go into Executive Session at 11:04 am. Mr. Fitch made the motion, Ms. Annis seconded, 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 12:25 pm. A polling of board members by voice vote indicated that only personnel issues were discussed in Executive Session.

At 12:25 pm Mr. Fitch made a motion to adjourn ESCSB Board meeting, Dr. Ogram seconded and it was approved unanimously by a hand vote.

A Mendisadd, Inc. meeting was held at 12:26 pm. Dr. Freeze stated two bids have been received for a pole barn for the Transportation Manager. The land is owned by Mendisadd at the Greenhouse location. The building will have a

concrete floor and be insulated. Mr. Fitch made a motion to purchase a shop, Dr. Ogram seconded, and it was approved unanimously by a hand vote.

Dr. Freeze stated he had received a telephone offer for the Cheriton building and is waiting on a counter offer.

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

There being no further business the meeting adjourned at 12:32 pm.

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

These minutes are subject to full Board Approval.