

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
August 9, 2016

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, August 9, 2016 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

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

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Lynier Linton, Director of Finance and Administration
Ms. Kathleen O'Keefe, Intellectual Disabilities Director
Dr. Nicholas McClean-Rice, Medical Director
Mr. Damien Greene, IT Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Sarah Lewis, Clinical Director of MH & QI

Mr. Hubbard announced that pursuant to Virginia Code Section, 2:2-3711 (A) (1), the Board would enter into Executive Session to discuss personnel matters at 9:04 am. Mr. Fitch made a motion, Ms. Wilson seconded.

Mr. Hubbard, Chairman, called the meeting to order at 10:32 am.

At 10:32 a roll call voice vote was taken, and all board members certified nothing other than personnel matters were discussed during the closed session.

Ms. Sedjat introduced Ms. Bulin, Director of Program Development, Planning and Prevention Services.

Approval of Minutes –

Mr. Fitch made a motion to approve the July 12 2016 minutes with corrections of “Executive Session to discuss personnel matters”, “Move roll call vote to after calling the meeting to order”, and “a copy of the Treasurer’s report is attached”. Ms. Wilson seconded, and they were unanimously approved as corrected.

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Treasurer’s Report –

Mr. Fitch did not submit a report due to year end report not finalized.

Disability Program Reports-

Clinical Services and Quality Improvement –

Ms. Lewis was unable to attend.

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

There was discussion.

Prevention-

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

There was discussion.

Medical Director-

Dr. McClean-Rice stated there is a slowdown of people needing to be seen.

Dr. McClean-Rice stated things are going along better in the medical department as a result.

We are looking into adding additional Doc time, in the future, and are considering telepsych and part time Doctors to fulfill this need.

Developmental Services –

Ms. O’Keefe referenced the board report that is appended herewith.

There was discussion.

Ms. Taylor stated the ARC Fish Fry and Chicken BBQ will be Saturday, August 13, Edwards Seafood, in Onley, 11am-3pm.

Human Resources –

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

Finance Director –

Mrs. Linton did not submit a report due to year end report not finalized.

IT Director –

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

Executive Director –

Ms. Sedjat referenced her board report that is appended herewith. There was discussion.

Ms. Sedjat stated “Chasing the Dragon” will be shown at the Roseland Theater, Onancock, 6:30 pm, August 9, 2016.

Old Business –

There was none.

New Business –

Ms. Linton suggested there may be a personnel salary augmentation for employees, not to include supervisors, coordinators, and directors, based on three factors. Mr. Fitch made a motion, Ms. Wilson seconded, and it was unanimously approved by a voice vote.

Mr. Hubbard stated the next board meeting will be Tuesday, September 13 2016, at 10:00 am.

Mr. Fitch made a motion to adjourn the meeting, and Ms. Crockett seconded. The motion was passed unanimously and the meeting adjourned at 11:40 am.

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