

**EASTERN SHORE COMMUNITY SERVICES BOARD**  
**Minutes**  
**December 11, 2012**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, December 11, 2012 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-Chair  
Mr. Dee Fitch  
Mr. Spencer Murray  
Dr. John Ogram

**Others Present:**

Dr. Mark Freeze, Executive Director  
Mrs. Debra Wharton, Director of Quality Improvement and Prevention  
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:**

Mr. Berran Rogers  
Mrs. Donna Kellam, Director of Administration and Human Resources  
Dr. Nicholas McClean-Rice, Medical Director

Ms. Dukes called the meeting to order at 10:04 am and announced there would be a Mendisadd, Inc. meeting.

Mrs. Linton presented a Resolution to move the ESCSB safe deposit box from Suntrust in Nassawadox because they are closing this branch, to BB&T in

Exmore. Mr. Fitch made the motion to approve the Resolution, Mr. Murray seconded the motion, and it was unanimously approved.

Mrs. Linton presented a Resolution to move the ESCSB checking account from Suntrust in Nassawadox to BB&T. Mr. Murray made the motion to approve the Resolution, Mr. Fitch seconded the motion, and it was unanimously approved.

The Mendisadd, Inc. meeting adjourned at 10:08 am.

Ms. Dukes called the regular ESCSB meeting to order at 10:08 am.

### **Approval of Minutes -**

Mrs. Crockett made a motion to approve the November 13, 2012 minutes, Ms. Annis seconded the motion, and they were unanimously approved by a hand vote.

### **Public Comment -**

There was none.

### **Items Requiring Board Action -**

There was none.

### **Treasurer's Report -**

Mr. Murray stated Mr. Hubbard has been appointed by the Northampton County Board of Supervisors to take his place. Mr. Murray thanked everyone on the ESCSB board he has worked with. He stated Medicaid is a real issue to provide services to the ESCSB. Most of the ESCSB money goes to salaries and benefits. He stated the CSB needs to look at properties and number of vehicles. He stated he hoped this board will continue to support Dr. Freeze and ESCSB. Dr. Ogram and Mr. Fitch stated Mr. Murray will be sorely missed. Ms. Annis stated she appreciates all his work. Mrs. Linton thanked him for all his work. He has contributed a tremendous amount. Ms. Dukes thanked Mr. Murray and comments will be reflected in the minutes.

### **Disability Program Reports- Clinical Services -**

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

Ms. Parker referenced her graphs that show the comparison each month on

each clinician's time. Ms. Parker stated there is a need to look at services for no shows. Could there be another service that they may need?

### **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 Prevention and PIPS staff are inviting board members to attend the seasonal party on Wednesday, December 12, 2012, at noon.

Mrs. Wharton stated there appears to be a spike in the number and type of compliance issues being identified. This may stem from misunderstandings relative to application of Medicaid and Licensing documentation requirements when transitioning from a paper record to an electronic record. There was discussion on the Medicaid audit.

### **Developmental Services –**

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

Mr. Leahy stated he attended the Coordinated Human Service Management (CHSM) team meeting. The discussion centered on significant changes as to how the vehicle grant funds will be allocated and the application process. Only 20% of grant funds will be available to rural areas. There was discussion on this.

Mr. Leahy stated Brenda Laws, PIPS Coordinator, is pushing for a caboose bill for the Governor to include funding when he announces the budget on December 17, 2012.

### **Human Resources –**

Mrs. Kellam was unable to attend.

### **Finance Director –**

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

Mrs. Linton stated Mr. Cooper has been going out and meeting with supervisors at the end of the month. He has met with Brenda Laws, PIPS Coordinator.

Mrs. Linton stated auditor, Randy Sherrod, is coming from the Department of Behavioral Healthcare and Developmental Services on December 18 & 19, 2012.

Mrs. Linton stated the auditors did not meet the November 30, 2012 deadline for getting the report out. As of December 6, 2012, they need fourteen more items. We are still waiting. There needs to be a penalty for audits not being completed on time.

#### **IT Director –**

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

#### **Executive Director –**

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze stated the ESCSB retreat held on December 7, 2012, was well attended and a morale booster.

Dr. Freeze stated the trial date to challenge the DMAS disqualification of the Community Health Partnership of Virginia has been postponed. Hopefully, this will get settled before the General Assembly begins its session in January, 2013.

Dr. Freeze stated the Affordable Care Act will go into full effect on January 1, 2014. Medicaid expansion is a key component of the new act. It is uncertain at this time whether Virginia will agree to expand Medicaid coverage. Some localities are considering urging Governor McDonnell to approve the expansion.

Dr. Freeze will also draft a letter to the Board of Supervisors in Northampton and Accomack counties regarding this matter.

Dr. Freeze stated Kelly Bulin, Prevention Services Supervisor, received notice on December 7, 2012 that she was awarded a \$15,000 Coalition Strengthening Grant from the Department of Behavioral Healthcare and Developmental Services.

#### **Old Business –**

There was none.

**New Business –**

Ms. Dukes stated the board is facing the loss of Mr. Murray, and he will be missed. She presented Mr. Murray a Resolution of Commendation and an engraved Jefferson cup.

Dr. Freeze presented presents to each board member.

Ms. Dukes 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 11:54 am.

Barbara James, Recording Secretary/Mr. Dee Fitch, Secretary

**These minutes are subject to full Board Approval.**