

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
FEBRUARY 14, 2012

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, February 14, 2012 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Travis Bradley-Vice-Chair
Mrs. Gina Crockett
Rev. James Davis
Mr. Dee Fitch
Dr. John Ogram

Others Present:

Dr. Mark Freeze, Executive Director
Mrs. Donna Kellam, Director of Administration and Human Resources
Mrs. Debra Wharton, Director of Quality Improvement and Prevention
Mrs. Lynier Linton, Finance Director
Dr. Nicholas McClean-Rice, Medical Director
Mr. Philip Evans, IT Director
Mr. Cedrick Cooper, Senior Accountant
Mr. Mike Leahy, Developmental Services Program Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Sallye Dukes
Mr. Spencer Murray
Ms. Sharon Parker, Director of Clinical Services

Executive Session:

The Vice-Chair announced that pursuant to Virginia Code Section 2:2:3711 (A) (1), to enter into Executive Session at 9:30 am for the discussion of personnel issues.

Regular session reconvened at 10:07 am. A polling of board members by voice vote indicated that only personnel issues were discussed in Executive Session.

Approval of Minutes -

Mr. Fitch made a motion to approve the January 10, 2012 minutes as amended, 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. Murray was unable to attend. Mrs. Linton referenced the draft of the financial report ended December 31, 2011.

**Disability Program Reports -
Clinical Services -**

Ms. Parker was unable to attend.

Mrs. Wharton, Acting Clinical Director, referenced her board report that is appended herewith.

Mrs. Wharton stated there are approximately 100 consumers on the waiting list and the majority of them are children.

Mrs. Wharton stated the New Lease on Life Program will be suspended effective February 25, 2012. Dr. Freeze stated there is a follow-up meeting after the Board meeting with E.S. Rural Health System, Inc. The quest for funding for the resumption of this valuable service to the indigent is underway.

Medical Director -

Dr. McClean-Rice stated Dr. Gray is retiring.

Dr. McClean-Rice stated advertising has begun for a Nurse Practitioner. He knows someone locally that is a Child Psychiatrist that may be looking for part-time work.

Prevention and Quality Improvement -

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

Mrs. Wharton stated work is still being done to get the data cleaned up on the electronic health record system.

Mrs. Wharton stated on February 10, 2012 Mrs. Swain, Dr. Freeze, and Mrs. Thornes attended a Unicare User Group meeting at Chesterfield CSB. One of the goals of the meeting was to develop a mechanism to approach Unicare as a collective entity when seeking resolution to Profiler issues.

Developmental Services -

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

Mr. Leahy stated there will be a two day START conference on February 15 & 16 in Hanover, VA. on the dually diagnosed (ID & MH). David Millward, Emergency Services Supervisor will attend.

Human Resources -

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

Mrs. Kellam stated she has started recruitment for a Nurse Practitioner.

Mrs. Kellam stated the number of consumers served from July 1, 2010-June 30, 2011 was 1789.

Mrs. Kellam stated FEMA is going to award ESCSB \$29,085.19 for Hurricane Irene expenses. She wrote a proposal for a generator, but has not heard back on that.

Finance Director -

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

Mrs. Linton referenced the draft of the financial report for the month ending December 31, 2011.

IT Director -

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

Mr. Evans stated he has had conversations with Autonomy in order to determine what is needed to store backups at a facility that Autonomy controls and what it

may cost. He is looking to keep the backups for either one year or seven years, depending on the cost.

Mr. Evans stated there is a problem with the voice-mail computer at the Dunne Avenue site. The system is very old and they were able to backup the software from the failing hard disk. He hopes to replace the hard disk and restore the software from the storage device. The plan is to replace all of the site's phone systems with one VOIP system in the future. The whole phone system needs to be replaced. He hopes that this repair will buy enough time to begin to put in place a voice over IP (VOIP) system.

Executive Director -

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze referenced the fact sheet on Virginia's Settlement Agreement with the U.S. Department of Justice (DOJ) regarding Virginia's compliance with the Americans with Disabilities Act and the U.S. Supreme Court Olmstead ruling. This addresses the issue of institutionalization of individuals with intellectual and developmental disabilities.

Dr. Freeze stated he met with Senator Northam and Delegate Lewis at the VACSB legislative conference.

Dr. Freeze stated Eastern Virginia Medical School is applying for a Healthcare Innovations grant of \$4.2 million. The CSB has agreed to be one of the sites participating in the grant.

Dr. Freeze stated the meeting on February 10 in Chesterfield was a good meeting to discuss issues concerning electronic software with Unicare. There were ten boards attending.

Old Business -

Dr. Ogram made a motion for Dr. Freeze to provide the board the number of new cases opened each month, the progress, and what the goals are each month. The motion was seconded and passed unanimously.

New Business -

There was none.

Mr. Bradley 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 11:31 am.

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

These minutes are subject to full Board Approval.