

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
June 13, 2017

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, June 13, 2017 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

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Lynier Linton, Director of Finance and Administration
Ms. Sarah Lewis, Clinical Director of MH & QI
Dr. Nicholas McClean-Rice, Medical Director
Ms. Kathleen O'Keefe, Developmental Services Program Director
Ms. Kelly Bulin, Dir. of Program Development, Planning & Prevention Svcs.
Mr. Damien Greene, IT Director
Mrs. Sharon Sanderson, Human Resources Coordinator
Mr. Jerry Murphy, Senior Accountant
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Joan Wilson

Mr. Hubbard, Chairman, called the meeting to order at 10:04 am.

Approval of Minutes –

Mr. Bloxom made a motion to approve the May 9, 2017 minutes, Ms. Williams seconded, and it was unanimously approved by a voice vote.

Public Comment –

Ms. Annis read a thank you letter from Vicki Weakley, Director, Accomack County Department of Social Services, commending Ms. Sedjat and the CSB Board for their support and her creative solution to the closing of the assisted living facility known as G.F. Horne.

Items Requiring Board Action –

Ms. Lewis went over the CHR 101-Individual Human Rights Guidelines. After discussion Mr. Fitch made a motion to approve the guidelines making several amendments. Dr. Ogram seconded, and they were unanimously approved by a voice vote.

Treasurer’s Report –

Mr. Fitch referenced the treasurer’s report ending April 30, 2017. There was discussion.

Disability Program Reports-

Clinical Services and Quality Improvement –

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

Prevention-

Ms. Bulin referenced the board report that is appended herewith. Ms. Bulin went over information and regulations on several grant funds. There was discussion.

Medical Director-

Dr. McClean-Rice stated there are 17 to 20 Suboxone patients, two are pregnant women. Dr. McClean-Rice stated he has 461 patients, Dr. Snead has 373, and Dr. Henderson has 400.

Dr. McClean-Rice stated Dr. Snead’s date for next psychiatric evaluation is Sept. 15, Dr. Henderson’s date is December, and his is the end of July.

Dr. McClean-Rice stated the number of no shows last month for Dr. Snead is 14, Dr. Henderson is 12, and his is 12.

Developmental Services –

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

Human Resources –

Mrs. Sanderson referenced the board report that is appended herewith. There was discussion.

Finance Director –

Mrs. Linton referenced the financial report ending April 30, 2017.

Mr. Fitch made a motion to approve the FY2018 budget, Mr. Bloxom seconded, and it was unanimously approved by a voice vote.

IT Director –

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

Executive Director –

Ms. Sedjat thanked Mr. Murphy for donating bottled water and Mrs. Sanderson for providing donuts for the meeting.

Ms. Sedjat stated the roof on the Parksley building has been repaired and should last for twenty years.

Ms. Sedjat stated they are continuing to make a lot of exciting changes in the Developmental Services world to include growth in the Day Support, Case Management and Residential areas.

Ms. Sedjat stated the Opioid fatality review committee met on May 12 and, along with other issues, they discussed collaboration with a local pharmacy in order to create a “drug drop off” program. Contacted the Pharmacist who provides trainings for our Developmental Services department and we are working toward this collaboration.

Ms. Sedjat stated the suggested dates for the Strategic Planning meeting and the consensus was Aug. 15, 2017. Ms. Sedjat will check with the Eastern Shore Community College to see if this date is available.

Ms. Sedjat stated she and Ms. O’Keefe will be attending the Wachapreague Town Council on May 13, 2017 to inform them of our intent to purchase the new DOJ compliant home. There was discussion.

Old Business –

Mr. Fitch stated we need to look into being exempt from paying county taxes.

New Business –

The next board meeting will be Tuesday, August 15, 2017 at 9:00 am.

Mr. Fitch made a motion to adjourn the meeting, and Mr. Bloxom seconded. The motion was passed unanimously and the meeting adjourned at 12:35 pm.

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