

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
June 12, 2012

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, June 12, 2012 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Ms. Marva Annis
Mrs. 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

Absent:

Mr. Travis Bradley
Mr. Berran Rogers
Dr. Nicholas McClean-Rice, Medical Director

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

Regular session reconvened at 10:11 am. A polling of board members by voice vote indicated that only personnel issues were discussed in Executive Session.

Others Present:

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

Ms. Dukes called the meeting to order at 10:12 am.

Approval of Minutes -

Mr. Fitch made a motion to approve the May 15, 2012 minutes with corrections, Mr. Murray seconded the motion, and it was unanimously approved by a hand vote.

Public Comment -

Dr. Cathy Riopel, Pediatrician, Franktown Community Health Center, spoke to the board about the Part C services being cut. Emily Nock, Jennifer Bridges, and Nichole Adamos, were also in attendance. Dr. Freeze stated he, Mr. Leahy, and Ms. Laws will be attending a meeting with the Commissioner on Monday, June 18, 2012 in Richmond relative to possible on-going funding, but at this point there are insufficient funds to continue the program.

Items Requiring Board Action -

Mr. Murray made a motion to approve the recommendation of Mrs. Linton and Dr. Freeze to pay the certified rate of 10.01% to the Virginia Retirement System, Mr. Fitch seconded the motion, and it was unanimously approved by a hand vote. Mr. Murray made a motion to adopt the recommendation by Dr. Freeze and staff for the employee to pay the total 5% of their VRS retirement contribution (as opposed to phasing in the contribution) and to implement the mandated corresponding 5% salary increase effective July 1, 2012, Dr. Ogram seconded the motion, and it was unanimously approved by a hand vote.

Mrs. Kellam provided Ms. Dukes and Mr. Fitch with the VRS resolutions to sign in follow up to this approved motion.

Treasurer's Report -

Mr. Murray made a motion to approve the FY 2013 Final Budget, Mr. Fitch seconded the motion, and it was unanimously approved by a hand vote.

Disability Program Reports - Clinical Services -

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

Ms. Parker stated there are two individuals who receive services from the ESCSB traveling to Hampton each Thursday to participate in a Peer Support Training Program which lasts for 3 months or 90 hours of training. Ms. Parker stated psychosocial staff member, Teresa Bartig, attends the training which will help her become a Medicaid billable provider under the supervision of a Qualified Mental Health Professional.

Ms. Parker introduced Jimmy Thompson, SA clinician, who has been working with Accomack County Schools with the Reconnect program, who will be retiring effective June 20, 2012. Mr. Thompson introduced Jeanne Lawrence, who is with Accomack County Public Schools, and she presented a short talk on the Reconnect program.

Ms. Parker stated Marcia Carey, Coordinator of Adult Services, retired on May 31, 2012. Her knowledge and skills as a clinician and supervisor will be greatly missed. Ms. Parker will be assuming her supervision and staff meeting duties until the position is filled.

Medical Director -

Dr. McClean-Rice stated the medical staff are doing well.

Dr. McClean-Rice stated Dr. John Snead has joined the staff. He also has a background of practicing child and adolescent psychiatry.

Prevention and Quality Improvement -

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

Mrs. Wharton stated two prevention aides have been interviewed and references have been sent out. It is projected that the two new staff will commence employment the first week of July, 2012.

Mrs. Wharton stated Terry Swain, E H R Project Manager and Elizabeth Belote, Medical Records Technician, have announced their retirements, effective July 1 and September 1, 2012 respectively.

Developmental Services -

Mr. Leahy stated he and Ms. Parker are looking into transferring some of the PIPS program children to Mental Health Case Management and might be able to serve them in this manner.

Human Resources -

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

Mrs. Kellam stated that with the exception of two positions, four of the PIPS staff have been offered positions within the ESCSB.

Mrs. Kellam stated she had gone through all personnel files to complete a credentials sheet for each employee providing Medicaid reimbursable services. This will be used as summary information and as a supplement to the personnel file should the ESCSB experience a Medicaid audit.

There was discussion on recruitment for a Senior Clinician.

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 April 30, 2012.

IT Director -

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

Mr. Evans stated they have started to use incremental backups of the servers. This is a compromise that is commonly used to allow the servers to be more available for use than when a full backup is performed each night.

Mr. Evans stated he and Dr. Freeze met with Ronald van Geijn of Eastern Shore Communications to discuss the use of the tower in Parksley.

Mr. Evans stated he should receive a quote today from Chesapeake

Communications concerning the Voice over Internet Protocol phone system for the Parksley Behavioral Healthcare Center. Eventually this should be available for all agency sites.

Executive Director –

Dr. Freeze referenced the email from Mary Ann Bergeron, Executive Director of the VACSB, wherein Judge Gibney ruled in favor of the Department of Justice and Commonwealth of Virginia settlement. Judge Gibney said the agreement was lawful, fair, equitable, consistent with public policy and not the product of collusion. Dr. Freeze stated Ms. Bergeron did an outstanding job.

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze stated the Recovery Companion Model, Unicare, timeline is September 1, 2012.

Dr. Freeze stated he, Mr. Leahy, and Ms. Laws will attend a meeting with the Commissioner on June 18, 2012, to discuss the budget shortfall for infant intervention services across the state.

Old Business –

There was none.

New Business -

There was none.

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 12:03 pm.

Barbara James, Recording Secretary/Mr. Dee Fitch, Secretary
These minutes are subject to full Board Approval.