

**EASTERN SHORE COMMUNITY SERVICES BOARD**  
**Minutes**  
**March 10, 2015**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, March 10, 2015 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

**Members Present:**

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

**Others Present:**

Ms. Lisa Sedjat, Executive Director  
Dr. Nicholas McClean-Rice-Medical Director  
Ms. Sharon Parker, Director of Clinical Services  
Mrs. Lynier Linton, Finance Director  
Mr. Mike Leahy, Developmental Services Program Director  
Mr. Damien Greene, Acting IT Director  
Ms. Barbara James, Office Services Specialist

**Absent:**

Mr. Travis Bradley  
Mrs. Debra Wharton, Director of Quality Improvement and Prevention  
Mrs. Donna Kellam, Director of Administration and Human Resources

**Visitors:**

Ms. Tracy Miller, Rehabilitation Associates

Mr. Hubbard, Chairman, called the meeting to order at 10:03 am.

**Approval of Minutes –**

Dr. Ogram made a motion to approve the February 10, 2015 minutes, Mrs. Crockett seconded, and it was unanimously approved by a voice vote.

### **Public Comment –**

Ms. Tracy Miller, Rehabilitation Associates, gave a short talk on providing services in this area children from birth to five and a half years old.

### **Items Requiring Board Action –**

There were none.

### **Treasurer's Report –**

Ms. Taylor referenced her board report.

Ms. Dukes made a motion to stop booking the contingency reserve and buy back in February, 2015 through the remainder of this fiscal year, and Mr. Fitch seconded, and it was unanimously approved by a voice vote.

### **Disability Program Reports-**

#### **Clinical Services –**

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

#### **Medical Director-**

Dr. Nicholas McClean-Rice stated the telepsychiatry equipment will be coming today.

Dr. Nicholas McClean-Rice stated the “Addiction panel” meeting has been rescheduled on Friday, April 3, 2015, at the Eastern Shore Community College at 12:30 pm. Any board members would be most welcome to attend.

Dr. Nicholas McClean-Rice stated there is a need for in-patient treatment facilities for the post-partum psychosis symptoms concerning mother and child. There are no such facilities in the whole State.

Dr. Nicholas McClean-Rice stated he has started personally calling patients the day before their appointment to remind them to come in.

### **Prevention and Quality Improvement –**

Mrs. Wharton was unable to attend.

Mr. Fitch made a motion to do a study with other CSBs and Accomack and Northampton county boards on how they handle leave accruals, Dr. Ogram seconded, and it was unanimously approved by a voice vote.

### **Developmental Services –**

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

Mr. Leahy stated the Valentine's Day dance at the Vocational Center was a huge success.

Mr. Leahy stated ISP training will take place on March 18, 2015.

### **Human Resources –**

Mrs. Kellam was unable to attend.

Ms. Sedjat stated the ESCSB will be participating in a job fair at the Eastern Shore Community College on March 11, 2015.

Ms. Sedjat stated the ESCSB would be running an ad in the Eastern Shore Essentials publication.

Ms. Sedjat stated Intellectual Disabilities Aides is on-going recruitment. Mental Health/Substance Abuse Case Manager, Senior Clinician, and Clinician recruitment was an excellent pool of candidates.

### **Finance Director –**

Mrs. Linton referenced her board report ending December 31, 2014 and draft board report ending January 30, 2015.

### **Acting IT Director –**

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

Mr. Greene went over the cost of the new telephone system.

### **Executive Director –**

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

Ms. Sedjat stated there had been 41 intakes, November, 2014; 32 intakes, December, 2014; 43 intakes, January, 2015; and 65 intakes, February, 2015.

Ms. Sedjat stated Riverside Shore Memorial Hospital has created a Critical Care unit in order to provide case management to the individuals they see who are presenting in the ER and other sites that have more mental health issues than medical.

**Old Business –**

Ms. Wilson read a letter concerning the Crisis Intervention Training that would be sent to sheriff's departments, state and local police, and board's of supervisors, in Accomack and Northampton counties.

**New Business –**

There was none.

Mr. Hubbard announced the next board meeting will be April 14, 2015.

Mr. Fitch made a motion to adjourn the meeting, and Ms. Wilson seconded. The motion was passed unanimously and the meeting adjourned at 12:15 pm.

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