

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
May 10, 2016

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, May 10, 2016 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
Ms. Kathleen O'Keefe, Intellectual Disabilities Director
Dr. Nicholas McClean-Rice, Medical Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Joan Wilson
Mr. Damien Greene, IT Director

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

Ms. Sedjat introduced Ms. Kathy O'Keefe, the new ID Director. She started last week and attended the VACSB meeting last week in Portsmouth. She is part-time until July 1, 2016, then full-time.

Approval of Minutes –

Mr. Fitch made a motion to approve the April 12, 2016 minutes, Mrs. Crockett seconded, and it was unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Treasurer's Report –

Mr. Fitch referenced the treasurer's report ending March 31, 2016.

Disability Program Reports-

Clinical Services and Quality Improvement -

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

Dr. Ogram made a motion to go over quarterly report concerning the serious incidents that the ESCSB is putting into the CHRIS system and is sent to the Local Human Rights Committee, Ms. Taylor seconded, and it was unanimously approved by a voice vote. This will be done during a closed session during the meeting on a quarterly basis starting July 12, 2016.

There was discussion on the suboxone treatment of clients and psychiatrist services.

Prevention-

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

Medical Director-

Dr. McClean-Rice stated when the Doctor's have been subpoenaed into court it takes away from their time at the office.

Dr. McClean-Rice stated his next open appointment time is July 15 and he sees 450 patients. He has no time to address issues that arise.

Dr. McClean-Rice stated he attends a Gentlemen's Breakfast on Saturday mornings and they were discussing that there should be some possible respite care for people from going to the jails and prisons. There was discussion on crisis stabilization.

Developmental Services –

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

Ms. O'Keefe attended a waiver redesign meeting at VACSB last week.

Ms. Sedjat stated she and all case managers attended an all day training regarding the waiver redesign on April 19th and on April 21st.

Ms. Sedjat stated on April 25th a training was provided for all Day Support staff, as well as the residential staff that could attend. The training was specifically designed for positive interactions and behavior modification for individuals on the Spectrum of Autism. Ms. Carolyn Barnes, and Ms. Kathy O'Keefe were the trainers.

Ms. Sedjat stated three applications were submitted for WSAC members. Thanks to Dr. Ogram and Ms. Taylor for passing information along to those who completed the applications. DBHDS would like for each Board to send five to eight applicants and we are sending seven.

Human Resources –

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

Finance Director –

Mrs. Linton referenced the financial reports for March 31, 2016.

Mrs. Linton passed out the Preliminary Budget for the year ending June 30, 2016 & 2017. She is working on the budget for FY2017. Next month we will need to vote and pass the final budget for FY2017.

IT Director –

Mr. Greene was unable to attend.

Ms. Sedjat stated TeleQuality Communications (TC) recommended an evaluation of the Board's telecom accounts to determine if there are available credits to be distributed and thus far has discovered credits totaling \$18,658.21 that will be refunded to the Board during the month of May.

Ms. Sedjat stated the lease agreement for Mitel's Voice Over Internet Protocol (VoIP) has ended the billing service which is effective May 31, 2016 which is estimated to save the Board \$983.70 monthly.

Executive Director –

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

Ms. Sedjat stated the Give Local 757 promotion has been widespread and strong. Mrs. Bulin was on Shore Talk, WESR, 103.3 FM radio on May 3rd. The donations for the ESCSB were \$500.00. Overall, the goal was not met.

Old Business –

Ms. Annis stated she attended the Spring Fling for the ID clients. It was a very nice event and everyone enjoyed it.

Ms. Sedjat stated on May 16, 2016 Virginia Beach Psychiatric Center, along with ESCSB, is presenting Rotten Apples: The Rise of Pills, Opiates and Substance Use In Suburban Tidewater, at the ESCC, Melfa, 4-6 pm.

New Business –

Ms. Taylor stated the Special Olympics Trail Ride will be May 30, 2016 in Cheriton and a regional track and field event in June. The Torch Run will be June 8, 2016. The special needs camp at Occohannock on the Bay will be the week of June 13, 2016.

Mr. Hubbard stated the next board meeting will be Tuesday, June 14, 2016.

Mr. Fitch made a motion to adjourn the meeting, and Ms. Annis seconded. The motion was passed unanimously and the meeting adjourned at 11:46 am

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