

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
May 15, 2012

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, May 15, 2012 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Ms. Marva Annis
Mr. Travis Bradley
Mrs. Gina Crockett
Rev. James Davis
Ms. Sallye Dukes-Chair
Mr. Dee Fitch
Dr. John Ogram

Others Present:

Dr. Mark Freeze, Executive Director

Absent:

Mr. Spencer Murray
Mr. Berran Rogers
Dr. Nicholas McClean-Rice, Medical Director

The Chair convened the meeting at 9:00 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 10:33 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
Mrs. Lynier Linton, Finance Director
Mr. Philip Evans, IT Director
Mr. Mike Leahy, Developmental Services Program Director
Ms. Barbara James, Office Services Specialist

Ms. Dukes called the meeting to order at 10:34 am.

Approval of Minutes -

Mr. Fitch made a motion to approve the April 10, 2012 minutes with corrections, Mrs. Crockett seconded the motion, and it was unanimously approved by a hand vote.

Public Comment -

There was none.

Items Requiring Board Action -

Dr. Ogram made a motion to approve changes and amendments to ESCSB Policy HR 496-“Travel and On-the-Job Expense”, ESCSB Policy HR 604-“Sick Leave”, and ESCSB Policy HR 624-“Family and Medical Leave”, Mr. Fitch seconded the motion, and it was unanimously approved.

Treasurer’s Report -

Mr. Murray was unable to attend.

**Disability Program Reports -
Clinical Services -**

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

Ms. Parker stated the New Lease on Life project will resume on a part-time basis. Details for the modified plan are being worked out with the Virginia Health Care Foundation.

Medical Director -

Dr. McClean-Rice was unable to attend.

Prevention and Quality Improvement -

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

Mrs. Wharton stated the recruitment process for the part-time SA Prevention Aide positions is underway and interviews are scheduled this week. This is a three year grant funded program.

Mrs. Wharton stated that problem solving with Profiler continues.

Developmental Services –

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

Mr. Leahy stated he received the final report from DMAS regarding the follow-up visit in March and no additional corrections were required.

Mr. Leahy stated the intellectual disability and mental health case managers will be required to pass six online learning modules.

Mr. Leahy stated he had attached an article that outlines Judge Gibney's ruling in regards to rights of parents and guardians to intervene in the Department Of Justice settlement case.

Mr. Leahy stated there was a ribbon cutting on May 11 on the new home at Southeastern Training Center for five individuals.

Human Resources –

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

Mrs. Kellam gave an updating of the status of recruitment efforts: 4 SA Prevention Aides interviews scheduled, 0 Senior Clinician application received, 4 Mental Health Support Specialist applications to be screened, 1 Coordinator Mental Health Services application to be screened, and 1 Mental Health Day Support Supervisor application to screen.

There was discussion on the Medicaid review.

Finance Director –

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

Mrs. Linton and Mrs. Kellam explained the 2012 Virginia Retirement System Legislation changes. Dr. Freeze will meet with Mr. Fitch and Mr. Murray before the June meeting to go over these changes.

Mrs. Linton referenced the draft of the financial report for the month ending March 31, 2012.

Mrs. Linton passed out proposed budget for the year ending June 30, 2012 & 2013 and FY 2013 and FY 2014 Community Services Performance Contract.

IT Director -

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

Executive Director -

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze stated he and Mr. Evans had met with a prospective vendor to discuss Voice over Internet Protocol phone systems. The preference is to contract with a vendor on a lease basis.

Dr. Freeze stated he attended the VACSB conference from May 2-4. One of the major issues discussed was the financial condition of the Part C providers. Dr. Freeze made a recommendation based on budget cuts, that the ESCSB would no longer serve as the Local Lead Agency for Part C Services on the Eastern Shore. It should be noted that Part C services are still required to be provided on the Eastern Shore. The Part C staff in Richmond will have to find another local agency to serve as the lead agency. Mr. Fitch made a motion to adopt Dr. Freeze's recommendation, Rev. Davis seconded, and it was approved by a hand vote unanimously.

Old Business -

There was none.

New Business -

There was none.

Ms. Dukes asked for a motion to adjourn, Mr. Fitch made the motion, and Dr. Ogram seconded it. The motion was approved unanimously by the board.

There being no further business the meeting adjourned at 11:58 am.

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

These minutes are subject to full Board Approval.