

## **EASTERN SHORE COMMUNITY SERVICES BOARD**

### **Minutes**

**November 14, 2017**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, November 14, 2017 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

#### **Members Present:**

Ms. Marva Annis  
Mr. Robert Bloxom  
Mr. Dee Fitch  
Mr. Richard Hubbard-Chairman  
Dr. John Ogram  
Ms. Sandy Taylor  
Ms. Gina Williams  
Ms. Joan Wilson

#### **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. Kelly Bulin, Dir. of Program Development, Planning & Prevention Svcs.  
Ms. Kathleen O'Keefe, Developmental Services Program Director  
Mrs. Sharon Sanderson, Human Resources Coordinator  
Mr. Damien Greene, IT Director  
Ms. Barbara James, Office Services Specialist

#### **Absent:**

Ms. Gina Crockett

Mr. Hubbard announced that pursuant to Virginia Code Section, 2:2-3711 (A) (1), the Board would enter into Executive Session to discuss personnel matters at 10:00 am. Mr. Fitch made a motion, and Mr. Bloxom seconded. The motion was passed unanimously.

Mr. Hubbard, Chairman, reconvened the meeting to order at 10:25 am. He stated only personnel matters were discussed in Executive Session and it was approved by a voice vote from each member.

### **Approval of Minutes –**

Mr. Fitch made a motion to approve the October 10, 2017 minutes, Ms. Wilson seconded, and they were unanimously approved by a voice vote.

### **Public Comment –**

Lori Graham, LPC, RPT, Eastern Shore Community Services Board gave a short talk on project proposal Animal Assisted Therapy at Parksley Behavioral Health Care. She stated her previous employment and stated why she is so passionate with this therapy.

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

Mr. Fitch made a motion to approve ESCSB Policy MIS 058 “Computer Equipment Usage” with corrections. Dr. Ogram seconded, and it was unanimously approved by a voice vote.

### **Treasurer’s Report –**

Mr. Fitch referenced the treasurer’s report ending September 30, 2017.

### **Disability Program Reports-**

#### **Clinical Services and Quality Improvement –**

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

#### **Prevention-**

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

Ms. Bulin thanked Dr. Ogram for participating in the Opioid Forum on October 24, 2017.

#### **Medical Director-**

Dr. McClean-Rice stated the Medical Department has 2.2 Doctor’s. No shows are quite a concern.

Dr. McClean-Rice stated the MAT program has about 20 opioid patients.

Dr. McClean-Rice stated EVMS students will begin internship with ESCSB.

#### **Developmental Services –**

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

Ms. O’Keefe passed out information on issues regarding CCC & Care Coordinators.

**Human Resources –**

Mrs. Sanderson referenced the board report that is appended herewith.

**Finance Director –**

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

**IT Director –**

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

**Executive Director –**

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

Ms. Sedjat passed out renewed opportunity for comment on state board policies –community services boards performance contracts.

Ms. Sedjat stated the Achiever’s Clubhouse is having a Thanksgiving Luncheon, November 21, 2017, 11:30 am-1:00 pm, and December 8, 2017 a holiday party will be held at Cape Charles Oyster Farm.

Ms. Sedjat stated the ESCSB will be giving donations to local charities rather than sending out holiday cards to staff. This year \$250 to Accomack County Social Services for toys for children, and \$250 to Northampton County Angel Tree. Also, quilts will be given to children.

Ms. Sedjat stated there are major issues with the Franktown House.

Ms. Sedjat stated Rehabilitation Associates no longer wants to be in business on the shore. Little Hands Little Feet have been contacted. There is a meeting with Rehabilitation Associates, Little Hands Little Feet, Ms. Linton, Ms. Sedjat, and the department after Thanksgiving.

**Old Business –**

There was none.

**New Business –**

There was none.

The next board meeting will be Tuesday, December 12, 2017 at 10:00 am.

Mr. Fitch made a motion to adjourn the meeting, and Ms. Taylor seconded. The motion was passed unanimously and the meeting adjourned at 12:08 pm.

Two short videos were shown related to opioid addiction.

Barbara James, Recording Secretary/Ms. Joan Wilson, Secretary

**These minutes are subject to full Board Approval.**