

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
October 14, 2014

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, October 14, 2014 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

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

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Debra Wharton, Director of Quality Improvement and Prevention
Mrs. Donna Kellam, Director of Administration and Human Resources
Mr. Mike Leahy, Developmental Services Program Director
Dr. Nicholas McClean-Rice-Medical Director
Ms. Sharon Parker, Director of Clinical Services
Mrs. Lynier Linton, Finance Director
Ms. Barbara James, Office Services Specialist

Absent:

Mr. Damien Greene, Acting IT Director

Mr. Bradley, Chairman, called the meeting to order at 10:06 am.

Approval of Minutes –

Mr. Bradley stated in the September 9, 2014 minutes when the board came out of closed session there was a roll call vote. Also, Ms. Sedjat stated she is researching what the CSB needs to do to add the following services; SA day treatment for pregnant women, a PACT and an Opiate Clinic. Mr. Fitch made the motion, Ms. Wilson seconded the motion, and the corrections were unanimously approved by a hand vote.

Public Comment –

There was none.

Items Requiring Board Action –

Mrs. Kellam presented a resolution authorization to pick up the employees contribution to VRS for past service credit. Mr. Fitch made the motion to approve, Dr. Ogram seconded the motion, and it was approved unanimously by a hand vote.

Treasurer's Report –

Mr. Fitch referenced his Treasurer's report for the month ending August 31, 2014.

Disability Program Reports- Clinical Services –

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

Ms. Parker stated the Credible implementation is going smoothly.

Ms. Parker stated opiate dependence and heroin addiction is becoming more prevalent on the shore.

Medical Director-

Dr. McClean-Rice stated the Credible training is very good.

Dr. McClean-Rice stated the med check time schedule is staying the same.

Dr. McClean-Rice stated he is a member of the Community Organization of Psychiatry and meets with other CSBs.

Dr. McClean-Rice stated there are several students from colleges that are interns with the ESCSB.

Prevention and Quality Improvement –

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

Mrs. Wharton stated the Substance Abuse Treatment and Prevention Block Grant requires that environmental scans and merchant education be conducted at all Virginia tobacco retail outlets. The aim is to reduce the sale of tobacco products, including e-cigarettes, to individuals under age 18.

Mrs. Wharton stated an article describing the ESCSB's status as a "Designated State Agency" and the variety of voter registration services provided by the ESCSB to its clients has been written and forwarded to each of the two local newspapers. In addition, this article has been posted on the ESCSB's website.

Mrs. Wharton stated trainings continue on Credible.

Mrs. Wharton stated she is still waiting for Medicaid audit results.

Developmental Services –

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

Mr. Leahy stated he attended the VACSB Conference October 1-3, 2014 in Roanoke. Mr. Leahy stated the five year timeline for CSBs to be in full compliance regarding Virginia's ID Waiver Transition Plan is still in effect. Substantive progress will need to be made ensuring compliance by 2019. With the likely changes to the rate structure regarding day services, Mr. Leahy is concerned that revenues may decrease. Mr. Leahy stated there were many questions regarding the Conflict Free case management and how it will be addressed.

Mr. Leahy stated the Day Support program has initiated a food drive for the elderly and a number of applications have been received. Deliveries will begin in the next two weeks, and some individuals in the day support program will participate in the deliveries.

Mr. Leahy stated Special Olympics will have a fundraiser on October 19, 2014, Kings Creek Inn, Cape Charles, 1-5 pm.

Mr. Leahy stated oyster gardening with the Chesapeake Foundation has begun, and the oysters have doubled in size since being planted. The consumers are really enjoying this project.

Human Resources –

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

Mrs. Kellam stated there has been an offer for the IT and Mental Health Skills Building Specialist positions. There are approximately thirteen applications for the Reimbursement Technician.

Mrs. Kellam stated the ESCSB attorney will meet at the November 11, 2014 board meeting to discuss the Freedom of Information and Conflict of Interest Act. It was agreed to begin at 9:00 am that day.

Mrs. Kellam presented the evaluation committee's work and went over a draft of performance objectives and evaluation criteria. Mr. Fitch made the motion to approve the performance objectives and evaluation criteria. Ms. Taylor seconded, and they were approved by a hand vote. Mrs. Kellam explained that she would send these to the Department for review prior to the finalization.

Finance Director –

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

Mrs. Linton stated she will be attending a meeting on Friday, October 17, 2014 in Glen Allen, VA with the financial directors from other boards to discuss financial input.

Acting IT Director –

Mr. Greene was unable to attend.

Ms. Sedjat stated fifty-four computer's will be replaced.

Executive Director –

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

Ms. Sedjat stated at the VACSB conference October 1-3, 2014 a lot of information was shared, and the ESCSB has the opportunity to begin several new services as of February, 2015. She is working on the logistics of getting these up and running. HPR 5 Executive Directors have been very supportive and helpful.

Ms. Sedjat stated the Credible live date will take place November 1, 2014. There are Credible trainings Tuesday and Wednesday of this week.

Ms. Sedjat stated tele psychiatry continues to be at a stand still, but she and Mr. Greene are in regular contact with Western Tidewater CSB.

Ms. Sedjat stated the CSB had a successful Relay for Life campaign and received a thank you letter from Ms. Laws, Egrets Team Captain, on behalf of the ESCSB Relay for Life Egret Team.

Ms. Sedjat stated Magellan is making test calls to sites to identify access issues and the ESCSB recently passed the test by properly and effectively scheduling someone on the call.

Ms. Sedjat stated she visited programs across the bay that had a happy environment and participated in community based services and she hopes to emulate some of these practices here.

Ms. Sedjat stated the repairs on the roofs at Dunne and Parksley Behavioral Healthcare are in the process.

Ms. Sedjat stated she is trying to schedule a meeting on Friday, October 17, 2014 with both Accomack County and Northampton Sheriff's and Delegate Bloxom.

Ms. Sedjat stated the Emergency Services Department will receive a catered lunch for all their hard work.

Old Business –

Dr. Ogram stated the board reports need to be mailed before the board meeting so the board members can go over and read them before the meetings. Managers' evaluation should reflect if reports are late and handed out at the meeting.

New Business –

There was none.

Mr. Fitch made a motion to adjourn the meeting, and Mr. Hubbard seconded. The motion was passed unanimously and the meeting adjourned at 11:50 am.

Barbara James, Recording Secretary/Ms. Marva Annis, Secretary

These minutes are subject to full Board Approval.