

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
October 11, 2016

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, October 11, 2016 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Robert Bloxom-Vice Chairman
Ms. Gina Crockett
Mr. Dee Fitch
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, SA Prevention Services Coordinator
Ms. Kathleen O'Keefe, Intellectual Disabilities Director
Mrs. Sharon Sanderson, Human Resources Coordinator
Mr. Damien Greene, IT Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Marva Annis
Mr. Richard Hubbard-Chairman

Mr. Bloxom, Vice-Chairman, called the meeting to order at 10:01 am.

A roll call voice vote was taken of all board members present.

Approval of Minutes –

Mr. Fitch made a motion to approve the September 13, 2016 minutes, Ms. Wilson seconded, and it was unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

Mr. Fitch made a motion to approve revised ESCSB Policy HR 440 “Office Closings-Inclement Weather/Emergencies, Ms. Crockett seconded, and it was unanimously approved by a voice vote.

Mr. Fitch made a motion to approve revised ESCSB Policy HR 110 “Filling Position Vacancies” and revised ESCSB Policy HR 300 “Employee Performance Evaluation”, Ms. Wilson seconded, and they were unanimously approved by a voice vote.

Treasurer’s Report –

Mr. Fitch referenced the treasurer’s report ending August 31, 2016.

Disability Program Reports-

Clinical Services and Quality Improvement –

Ms. Lewis referenced the board report that is appended herewith. There was discussion.

Prevention-

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

Ms. Bulin stated the Out of Darkness Walk had a total of 154 walkers who raised \$7,000 and another \$2,000 has come in for suicide prevention. There was also \$3,000 in sponsorships. A total of 40 volunteers from the community and several ESCSB employees, The Virginia State police and Cape Charles police also provided volunteers.

Ms. Bulin stated they continue to implement the Community Needs Assessment project mandated by DBHDS with a focus group of approximately 30 law enforcement officers, corrections, first responders, and ESCSB clinicians meeting on September 29, 2016. The next focus group meeting is planned for October 20, 2016 then the report will be revealed at a CPES meeting on November 10, 2016. The final report will be submitted to DBHDS by December 30, 2016.

Medical Director-

Dr. McClean-Rice stated the federal government is regulating the cost of prescription drugs. He has written to the Secretary of Health Mr. Hazel and Lt. Governor Mr. Norment about the price gorging. Bill Hazel wrote back saying this is a federal issue for discussion.

Dr. McClean-Rice stated the need for more doctor's time.

Dr. McClean-Rice stated the medical department is going well with some new nursing staff.

Developmental Services –

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

Human Resources –

Mrs. Sanderson referenced the board report that is appended herewith. There was discussion.

Finance Director –

Mrs. Linton referenced the financial report ending August 31, 2016.

IT Director –

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

Executive Director –

Ms. Sedjat referenced her board report that is appended herewith. There was discussion.

Ms. Sedjat stated the ESCSB was awarded one new waiver slot.

Ms. Sedjat stated they are accepting bids from four contractors on renovating the building in Tasley.

Ms. Sedjat stated she had received both positive and negative comments regarding the augmentation and she is taking this feedback as constructive criticism for improvements in the future.

Ms. Sedjat stated the ESCSB retreat will be December 2, 2016, Oyster Farm, Cape Charles, 12:00 pm. In the morning, J.J. Justice will provide a presentation regarding the CSB becoming a closed POD. There will also be a program from the EAP representative.

Old Business –

Ms. Wilson will write a thank you note to the family that donated a wheelchair accessible van to Developmental Services.

New Business –

Mr. Bloxom stated the next board meeting will be Tuesday, November 8, 2016, at 10:00 am.

Mr. Fitch made a motion to adjourn the meeting, and Dr. Ogram seconded. The motion was passed unanimously and the meeting adjourned at 12:00 pm.

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