

**EASTERN SHORE COMMUNITY SERVICES BOARD**  
**Minutes**  
**April 10, 2018**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, April 10, 2018 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

**Members Present:**

Ms. Marva Annis  
Mr. Richard Hubbard  
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  
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:**

Mr. Robert Bloxom  
Ms. Gina Crockett  
Mr. Dee Fitch  
Dr. Nicholas McClean-Rice, Medical Director  
Ms. Kelly Bulin, Dir. of Program Development, Planning & Prevention Svcs  
Mr. Jerry Murphy, Accounting Manager

Mr. Hubbard, Vice-Chairman, called the meeting to order at 9:02 am.

**Approval of Minutes –**

Ms. Wilson made a motion to approve the March 13, 2018 minutes, Ms. Taylor seconded, and they were unanimously approved by a voice vote.

Ms. Wilson made a motion to approve the minutes of the March 20, 2018 telephone conference call, Ms. Williams seconded, and they were unanimously approved by a voice vote.

### **Public Comment –**

There was none.

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

Ms. Williams made a motion to approve ESCSB Policy RM 022 “Competency Restoration Documentation”, Ms. Taylor seconded, and it was unanimously approved by a voice vote.

Ms. Wilson made a motion to approve ESCSB Policy CS 014 “Gender Specific Services for Women with Substance Use Disorders”, Ms. Williams seconded, and it was unanimously approved by a voice vote.

### **Executive Director –**

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

Ms. Sedjat stated the certificate of occupancy has not been received from Northampton County for neither the Franktown nor the Exmore homes.

Ms. Sedjat stated the April 3 and April 10 meeting at Northampton County are no longer pertinent to our homes as Northampton County researched the State Code further.

Ms. Sedjat stated we have contracted with a Physicians Assistant to begin providing services May 1 under the STR grant.

Ms. Sedjat passed out a copy of an article in the Eastern Shore Post on the CIT team.

Ms. Sedjat stated the new website is up and running.

Ms. Sedjat stated one clinician has exceeded her weekly units on more than four occasions since September. She would like suggestions on reinforcing this level of work-maybe a binder or gift card.

Ms. Sedjat stated please drive by our ESCSB billboard across from Atlantic Health Center in New Church.

Ms. Sedjat stated it is Autism Awareness Month-Light it up BLUE.

Ms. Sedjat stated as of November, 2017 mental health authorizations and billing have written off \$18,857.24.

Ms. Sedjat stated the Project Lifesaver will be starting in Accomack county with the Sheriff’s Department.

Ms. Sedjat stated the purchase agreement for Arcadia has been going back and forth with the lawyers.

### **Treasurer's Report –**

Mr. Fitch was unable to attend. Ms. Linton referenced the treasurer's report ending February 28, 2018.

### **Disability Program Reports-**

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

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

Ms. Lewis stated the DBHDS licensing regulations have proposed changes to satisfy the Department of Justice's Settlement Agreement that will impact all services we provide, rather than just Developmental Services.

Ms. Lewis stated OBOT regulations are very specific about how often an individual needs to meet with the doctor and therapist in their medication assisted treatment.

Ms. Lewis stated they are making good headway on the implementation of Same Day Access, which has a go live date of July 1, 2018.

Ms. Lewis stated they are working towards hiring Peer Recovery Support Specialists under the Opioid Grant.

#### **Prevention-**

Ms. Bulin was unable to attend.

#### **Medical Director-**

Dr. McClean-Rice was unable to attend.

#### **Developmental Services –**

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

Ms. O'Keefe stated Cherrystone Campground Day will be April 26<sup>th</sup> and Clubhouse will be joining them this year.

Ms. O'Keefe stated state changes with the Department of Aging and Rehabilitation Services (DARS) have caused the CSB's to not only provide services when appropriate to individuals in nursing home care, but also to be the acting payee for those services under the Omnibus

Rehabilitation Act funding (OBRA) without any way to financially support our facilitation of those services.

Ms. O'Keefe stated we continue to have concerns about the role of the MCO's (managed care options) under CCC Plus and what is really planned for the future of DD case management in the state.

**Human Resources –**

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

**Finance Director –**

Mrs. Linton referenced the financial report ending February 28, 2018.

**IT Director –**

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

Mr. Greene showed everyone and went over the newly revised website on the projector.

**Old Business –**

There was none.

**New Business –**

The new ID badge in different colors was shown.

Ms. O'Keefe stated she would show the Parksley house if they would like to see it.

The next board meeting will be Tuesday, May 8, 2018 at 9:00 am.

Ms. Taylor made a motion to adjourn the meeting, and Ms. Wilson seconded. The motion was passed unanimously and the meeting adjourned at 10:44 am.

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