

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
September 11, 2018

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, September 11, 2018 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Robert Bloxom
Ms. Gina Crockett
Mr. Andre Elliott
Mr. Richard Hubbard
Dr. John Ogram
Ms. Sandy Taylor
Ms. Joan Wilson

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Lynier Linton, Director of Finance and Administration
Ms. Kathleen O'Keefe, Developmental Services Program Director
Ms. Kelly Bulin, Dir. of Program Development, Planning & Prevention Svcs
Dr. Nicholas McClean-Rice, Medical Director
Mr. Damien Greene, IT Director
Mrs. Sharon Sanderson, Human Resources Coordinator
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Marva Annis
Ms. Gina Williams
Mr. Jerry Murphy, Accounting Manager

Mr. Bloxom, Chairman, called the meeting to order at 9:08 am.

Approval of Minutes –

Mr. Hubbard made a motion to approve the August 14, 2018 minutes. Mr. Elliott seconded, and they were unanimously approved by a voice vote.

Public Comment –

Mr. John Konkel, CIT Coordinator, ESCSB, stated he received a letter from a mother regarding her son receiving services. He went over the matter with the board.

Items Requiring Board Action –

Dr. Ogram made a motion to approve ESCSB Policy HR 436 “Work Hours” and ESCSB Policy HR 437 “Telecommuting”. Mrs. Crockett seconded, and they were unanimously approved by a voice vote.

Executive Director –

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

Ms. Sedjat stated she has received the building permit to complete the deck and ramp for the Franktown house.

Ms. Sedjat stated Same Day Access continues to be a positive change.

Ms. Sedjat stated four flat screen televisions had been placed in several sites offering health information.

Ms. Sedjat stated DBHDS Dashboard numbers continue a positive trend.

Ms. Sedjat stated that a couple staffing changes have been made that move us in a positive direction.

Ms. Sedjat stated new DBHDS regulations would require adding a new position or significant additional job duties to current positions.

Ms. Sedjat stated the Prevention department has had two grant funding audits and they went very well.

Ms. Sedjat stated please speak with your elected officials about the value of CSB’s being free and independent to pursue innovative partnerships in their local areas rather than being consolidated with other CSB’s.

Ms. Sedjat reminded everyone of the Strategic Plan meeting on October 16, 2018 at 9:00 am in the Parksley Board Room.

Ms. Sedjat stated renovations are ongoing on the Tasley building.

Ms. Sedjat stated the Supervisor of Mental Health Skill Building Specialists is out on leave. The position is being covered with a Clinician, under the supervision of the Executive Director, supervising.

Ms. Sedjat stated the ESCSB is doing a trial with Enterprise for a lease of two vans for the transportation fleet. They may lease 12-15 vans.

Ms. Sedjat responded to the Executive Director's evaluation.

Treasurer's Report –

Mrs. Linton referenced the report that is appended herewith.

Disability Program Reports-

Clinical Services and Quality Improvement –

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

Prevention-

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

Mrs. Bulin stated the Smart Recovery program will be launched in September.

Mrs. Bulin stated the Eastern Shore Task Force was not only instrumental in writing and sponsoring the state legislation with Senator Lynwood Lewis for Overdose Fatality Review Teams, but will be the first community to launch the fatality review process under the new legislation. The first meeting is scheduled for October 12, 2018 with Governor Northam and Secretary Moran. There will be an Opioid Awareness program on October 11, 2018 at Market Street Methodist Church and September 12, 2018 at Holy Trinity Church, at 6:30 pm. Mrs. Bulin stated the ESCSB is the first in the state to receive a van for this program.

Medical Director-

Dr. McClean-Rice stated he met with Dr. Thomas Hollandsworth, Medical Director of Eastern Shore Rural Health, and four doctors will be trained in prescribing Suboxone. There are twenty patients in the suboxone program.

Dr. McClean-Rice stated there is a very good head nurse here now, Donna Eder.

Dr. McClean-Rice stated the OTP individuals seem happier after the move from Onancock to Belle Haven.

Dr. McClean-Rice stated there is a steady stream of medical students coming through the Parksley Behavioral Health Center.

Dr. McClean-Rice stated there is a very high number of patients being seen.

Developmental Services –

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

Ms. O’Keefe stated the interface between WaMs (Waiver Allocation Management System) and our existing Electronic Health Record continues to have significant errors and issues.

Ms. O’Keefe stated there are two community living slots being held.

Ms. O’Keefe stated they are discussing shelter plans for the impending hurricane.

Human Resources –

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

Mrs. Sanderson stated two Developmental Disabilities Aides offers were rejected due to low pay and mandatory VRS, one Director of Clinical Services interview, Office Services Specialists interviews were yesterday and one today.

Mrs. Sanderson thanked Mrs. James for her thirty-six years of service with the ESCSB.

Finance Director –

Mrs. Linton referenced the financial report for the month ended June 30, 2018.

IT Director –

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

Mr. Greene stated Universal Service Administrative Company has indicated a commitment towards the funding of the DSL line located at the Developmental Services facility on 3462 Main Street in Exmore.

Old Business –

There was none.

New Business –

Mr. Bloxom discussed an article titled “Board of Directors vs. Management: What is the Difference?”

Mr. Hubbard made a motion to adjourn the meeting, and Mrs. Wilson seconded. The motion was passed unanimously and the meeting adjourned at 11:10 am.

The board voted at 11:16 am to go into Executive Session with the motion made by Mrs. Crockett and seconded by Ms. Taylor. Mr. Bloxom announced that pursuant to Virginia Code Section, 2:2-3711 (A) (1), the Board would enter into Executive Session. The Executive Session was adjourned at 11:53 am, motion made by Ms. Wilson, seconded by Mr. Elliott. The board reconvened at 11:54 am and was polled to affirm that only personnel matters were discussed in Executive Session, with all of those in attendance voting in the affirmative. The reconvened board meeting was then adjourned at 11:57 am.

The next board meeting will be Tuesday, October 16, 2018 at 9:00 am.

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