

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
December 10, 2019

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, December 10, 2019 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Robert Bloxom
Mrs. Eve Belote
Mr. Richard Hubbard
Ms. Sandy Taylor
Ms. Gina Williams
Ms. Joan Wilson

Others Present:

Ms. Lisa Sedjat, Executive Director
Mr. Thom Dix, III, Director of Finance and Administration
Ms. Kelly Bulin, Dir. of Program Development, Planning & Prevention Svcs.
Ms. Kathleen O'Keefe, Developmental Services Program Director
Mr. Damien Greene, IT Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Marva Annis
Mr. Andre Elliott
Ms. Janice Langley
Mrs. Molly Walker, Director of Clinical Services & Quality Improvement

Mr. Bloxom, Chairman, called the meeting to order at 9:02 am.

Approval of Minutes –

Ms. Taylor made a motion to approve the November 12, 2019 minutes. Mr. Hubbard seconded, and they were unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

Policy for Revision: HR 408-Initial and Annual In-service Trainings.

Ms. Belote made a motion to approve these policies. Ms. Wilson 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 everyone loved the retreat and the augmentation.

Ms. Sedjat stated as of December 1, 2019, the ESCSB had 0 safety net beds at Eastern State Hospital (ESH) for the month of November.

Ms. Sedjat passed around and reviewed the DBHDS Dashboard report.

Ms. Sedjat stated in just over 5 years DBHDS has seen 4 new Commissioners, be they interim, acting or otherwise, and numerous agency reorganizations. Recent changes at the DBHDS leadership level include: Alison Land has been appointed as the new DBHDS Commissioner. Laura Nuss, Deputy Commissioner for Developmental Services, has resigned her position. Daniel Herr, Deputy Commissioner for Facility Services, submitted his resignation effective December 13, 2019.

Ms. Sedjat stated Northampton County EMS website highlighted ESCSB Developmental Services division.

Ms. Sedjat stated the Mobile Unit launched November 13, 2019 at the Eastern Shore Community College.

Ms. Sedjat stated the Administration building has a formal sign.

Ms. Sedjat stated the Governor's proposed budget is attached.

Ms. Sedjat stated Ms. Wilson will attend the December 19, 2019 Anniversary Luncheon. Ms. Sedjat stated Master Gardner's has planted several things outback at Parksley Behavioral Healthcare Center.

Ms. Sedjat passed around an updated acronym list.

Treasurer's Report –

For the month of October, revenue exceeded expenses by approximately \$493 thousand, the YTD total stands at \$832 thousand. Credible billing totaled \$582 thousand for the month. This total is less than October 2018's billing of \$597 thousand, although YTD for FY20 slightly exceeds YTD FY19, (\$2,295 vs. \$2,267). Additionally, October billing does slightly exceed that of August and September, \$571 thousand and \$565 thousand, respectively.

Grant revenue was enhanced during the month due to the receipt of \$435 thousand of federal funding for the purposes opioid prevention, treatment and recovery.

As you might expect, the federal OUD funding buoyed cash balances during the month of October. We would anticipate a gradual decline from these levels based upon the one-time nature of the item. Management will endeavor to enhance the yield on these funds – albeit a challenging task in this environment.

Both vans that had been ordered though Enterprise have been received by developmental services and are now in service. ESCSB management will begin formulating a more holistic automotive fleet strategy that should be incorporated in FY21 budget planning.

We are currently negotiating a MOA with ESRH to provide additional clinical hours at various ESRH locations. All parties agree on the terms in principle. We await final sign off. ESRH has been awarded approximately \$148 thousand for this initiative. The economics of this are favorable to CSB as we will receive reimbursement for clinical time for which we are not being compensated today.

Bev Leatherbury, County Attorney of Northampton has indicated via email that she has reviewed our loan documents and agrees with our position as to the absence of contingent liability on the part of the County as it pertains to an event of default. This item should be back on the agenda for the 12/10 Board of Supervisors Meeting for approval.

FY21 budget request submittals are due to Accomack County by 12/13.

The FY19 audit by RFC has been finalized and is being distributed today in hard copy.

It continues to be the case that Mendisadd is able to defray the cost of improvements to its real estate assets with cash flow from operations. We are in preliminary stages of exploring the cost of closing down our fuel pumping operations at PBHC.

There has been no activity with regard to our Nassawadox real estate holdings since our last meeting.

On November 27th, the ESCSB, along with two employees, was served a summons and an attached complaint for injunctive relief and damages for malpractice, false imprisonment, intentional infliction of emotional distress, battery, infringement of civil rights and conspiracies in furtherance thereof. Our insurance carrier has been put on notice and is in the process of obtaining counsel to protect our interests in this matter. No legal reserve has been recorded at this time.

Disability Program Reports-

Clinical Services and Quality Improvement –

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

Ms. Sedjat stated there were 79 intakes completed during the month of October.

Ms. Sedjat stated eight new MAT referrals were received during the month of November.

Ms. Sedjat stated Jeannie Adair has joined the MH/SA Outpatient team as a Coordinator.

Ms. Sedjat stated Camesha Anderson accepted the PSR Counselor position and will begin on December 9, 2019.

Ms. Sedjat stated the Community Involvement Calendar is available upon request.

Ms. Sedjat stated Susan Johnson continues to collaborate and work with Eastern Shore Rural Health.

Prevention-

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

Mrs. Bulin stated the ESCSB will be collaborating with the Foodbank of the Eastern Shore as well as Eastern Shore Coalition Against Domestic Violence and Accomack-Northampton Planning District Commission/Housing Office to be onsite with the ESCSB Mobile Unit to provide an array of needed services to our consumers in these remote locations.

Mrs. Bulin stated articles are attached on Developmental Services press release Shorecrafts and Oyster Shell recycling.

Mrs. Bulin stated ESCSB events are on several sites such as: Facebook, Twitter, etc., and Community Partners events newsletter.

Mrs. Bulin passed around coasters with Suicide Prevention information on them.

Developmental Services –

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

Ms. O’Keefe stated she had included several pictures of individuals with the Northampton County Emergency Services Squad.

Ms. O’Keefe stated the DD caseload and licensing specifications are changing.

Ms. O’Keefe passed out to everyone Shorecraft window clings and Santa ornaments made by DS individuals.

Human Resources & Finance Director –

Mr. Dix referenced the financial report for the month ended October 31, 2019.

IT Director –

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

Mr. Greene stated the wireless networks at the Administration and Parksley Behavioral Healthcare Center are being upgraded and consolidated.

Mr. Greene stated Migration plans to Office 365 Exchange are currently being evaluated.

Old Business –

Ms. Sedjat stated we still need Mr. Elliott's and Ms. Williams's bio's for the notebook.

New Business –

Ms. Belote made a motion to adjourn the meeting and go into Executive Session, and Ms. Wilson seconded. The motion was passed unanimously and the meeting adjourned at 9:57 am.

The next board meeting will be Tuesday, January 14, 2020, at 9:00 am.

The public meeting was adjourned at 9:57am. At 10:00am Ms. Williams made a motion that the board convene a closed session for the purpose of holding a discussion of personnel issues and pending litigation pursuant to Section 2.2-3711(A)(1) of the code of Virginia as amended.

The motion was seconded by Mr. Hubbard and all board members present voted in the affirmative. At 10:18am the closed session was adjourned.

At 10:19am the board reconvened in open session. A poll was taken by Chairman Bloxom to certify compliance with all matters identified in Section 2.2-3712(D) of the Code of Virginia of 1950 as amended. Those voting in the affirmative were Mdmes. Williams, Taylor, Belote and Wilson and Messrs. Hubbard and Bloxom, which included all board members present.

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