

**EASTERN SHORE COMMUNITY SERVICES BOARD**  
**Minutes**  
**March 9, 2021**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, March 9, 2021 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

**Members Present:**

Ms. Eve Belote  
Mr. Robert Bloxom  
Mr. Richard Freeman  
Mr. Richard Hubbard  
Ms. Janice Langley  
Dr. Peggy Shaeffer  
Ms. Gina Williams

**Others Present:**

Ms. Lisa Sedjat, Executive Director  
Mr. Damien Greene, IT Director  
Ms. Barbara James, Office Services Specialist

**Absent:**

Mr. Andre Elliott  
Ms. Kim Wilkerson

Mr. Bloxom, Chairman, called the meeting to order at 9:01 am.

**Approval of Minutes –**

Mr. Freeman made a motion to approve the February 9, 2021 minutes with a prospective change. Ms. Belote seconded, and they were unanimously approved by a voice vote.

**Public Comment –**

There was none.

**Items Requiring Board Action –**

There was none.

## **Executive Director –**

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

Ms. Sedjat stated as of February 28, 2021 the ESCSB utilized one safety net bed (SNB) for the month of February.

Ms. Sedjat stated for the second month in a row DBHDS did not send a dashboard report.

Ms. Sedjat stated all the individuals residing in ESCSB homes have had both doses of the vaccine. As of Friday, February 26, 2021 approximately 70 employees have received at least one dose of the COVID vaccine.

Ms. Sedjat gave an update on the Dunne Avenue fire. Everything is doing well.

Ms. Sedjat stated there have been four Director of Finance and Administration interviews to date and three more this week.

Ms. Sedjat stated Finance and Administration team meetings are now held weekly to ensure consistency and communication.

Ms. Sedjat stated Optum insurance, part of United HealthCare, has amended their contract to require CARF accreditation.

Ms. Sedjat stated WBOC TV ran a story featuring ESCSB Prevention department and the use of the pizza boxes to spread the awareness of suicide prevention. Ms. Bulin also gave a presentation to Broadwater Academy.

Ms. Sedjat stated the ESCSB Developmental Services Department is at 95%, tying with Norfolk as the highest percentage of completed ISP's in WaMs in the entire Region V.

Ms. Sedjat referenced the Step-VA update 2021.

Ms. Sedjat reviewed the comparison of the number of Mental Health and Substance Use Disorder appointments during the 2019 and 2020.

## **Treasurer's Report –**

Ms. Sedjat will send the report out at a later date.

**Disability Program Reports-**

**Clinical Services and Quality Improvement –**

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

**Prevention-**

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

**Developmental Services –**

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

**Human Resources & Finance Director –**

Human Resources report attached.

**IT Director –**

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

Mr. Greene went over the remote app deployment cancellation and stated the ESCSB will continue to utilize Citrix until further notice.

Mr. Greene stated the IT department has commenced work on resurrecting all required data connections for the Nassawadox remote site.

Mr. Greene presented an overview on the Windows system patches. These are the monthly security patches mapping HIPAA requirements to Citrix presentation.

**Old Business –**

There was none.

**New Business –**

There was none.

Mr. Hubbard made a motion to adjourn the meeting and Mr. Freeman seconded. The motion was passed unanimously and the meeting adjourned at 10:05 am.

The next board meeting will be Tuesday, April 13, 2021, at 9:00 am.

Barbara James, Recording Secretary, Kim Wilkerson, Secretary  
**These minutes are subject to full Board Approval.**