

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
November 9, 2021

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

Members Present:

Ms. Eve Belote
Mr. Andre Elliott
Mr. Richard Freeman
Dr. Peggy Shaeffer
Ms. Kim Wilkerson

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Kelly Bulin, Dir. Of Program Dev., Planning & Prevention Svcs.
Ms. Heather Savage, Human Resources Coordinator
Ms. Sharon Jones, Director of Finance and Administration-Conference call
Ms. Barbara James, Office Services Specialist

Absent:

Mr. Robert Bloxom
Mr. Rick Hubbard
Ms. Janice Langley
Ms. Gina Williams

Ms. Belote, Vice-Chairman, called the meeting to order at 9:03 am.

Approval of Minutes –

Mr. Freeman made a motion to approve the September 14, 2021 minutes and October, 2021 reports. Mr. Elliott seconded, and they were unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

Ms. Savage reported on training supervisors on the drug use policy. There was discussion.

Ms. Savage reported on the COVID mandate and the religious or medical accommodation. There was discussion.

Ms. Savage stated a new payroll vendor had been selected. There was discussion.

Executive Director –

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

Ms. Sedjat stated as of October 31, 2021 the ESCSB utilized 0 (zero) safety net beds for the month of October.

Ms. Sedjat stated DBHDS has not provided the Dashboard report for this month.

Ms. Sedjat stated significant changes are coming in the provision of Emergency Services.

Ms. Sedjat went over the ANCOR study regarding Direct Support Professionals.

Ms. Sedjat stated the ESCSB is currently at a 55% vaccination rate.

Ms. Sedjat stated signage for all buildings has been ordered.

Ms. Sedjat stated please speak to our Legislators about the VACSB Budget Priorities for 2022-2024 Biennium.

Ms. Sedjat passed around the Virginia Association of Community Services Boards, Inc. brochure.

Treasurer's Report –

Ms. Sedjat introduced Ms. Jones, Director of Finance and Administration since October 25, 2021.

Ms. Jones gave a short talk on her background.

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

Disability Program Reports-

Clinical Services and Quality Improvement –

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

Prevention-

Ms. Bulin referenced the board report that is appended herewith and passed around and went over a November, 2021 overview of services for program development, planning and prevention services. There was discussion.

Developmental Services –

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

Human Resources & Finance Director –

Human Resources report attached.

IT Director –

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

Old Business –

There was discussion on in person board meetings. Mr. Elliott suggested going back to Parksley Behavioral Healthcare because it is a bigger space.

New Business –

Ms. Sedjat stated Ms. Wessells, Human Resources Assistant, has done a great job with the newsletter highlighting an employee each month and anniversary date of employees with their years of service.

Ms. Sedjat stated the Delmarva Tower contract is being reviewed.

Mr. Elliott stated he would like to recognize Cecilia Cruz, Developmental Services Case Manager, and what a great job she does with the individuals at the YMCA.

Mr. Elliott made a motion that the board convene a closed session for the purpose of holding a discussion of a personnel issue, pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia of 1950, as amended. Mr. Freeman, seconded and the motion was approved unanimously by a voice vote.

Mr. Elliott made a motion the board reconvene in open session and that a roll call vote be taken and recorded on this motion so that each member who votes in favor shall thereby certify compliance with all the matters identified in Section 2.2-3712 (D) of the Code of Virginia of 1950 as amended. Ms. Wilkerson, Mr. Elliott, Mr. Freeman, and Ms. Belote stated only personnel issues were discussed in the closed session.

Mr. Elliott made a motion to adjourn the meeting and Ms. Wilkerson seconded. The motion was passed unanimously and the meeting adjourned at 10:53 am.

Ms. Belote reminded everyone that at the next meeting they would be discussing slate of officers for 2022 and discussing returning to in person board meetings.

The next board meeting will be Tuesday, December 14, 2021, at 9:00 am.

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