

EASTERN SHORE COMMUNITY SERVICES BOARD

**Minutes
April 12, 2022**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, April 12, 2022 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

Members Present:

Ms. Eve Belote
Mr. Robert Bloxom
Mr. Richard Freeman
Mr. Rick Hubbard-Conference call
Dr. Peggy Shaeffer
Ms. Kim Wilkerson

Others Present:

Ms. Lisa Sedjat, Executive Director
Ms. Sharon Jones, Director of Finance and Administration
Ms. Barbara James, Office Services Specialist

Absent:

Mr. Andre Elliott

Ms. Belote, Chair, called the meeting to order at 9:01 am.

Approval of Minutes –

Mr. Freeman made a motion to approve the March 8, 2022 minutes. Mr. Bloxom seconded, and they were unanimously approved by a voice vote.

Finance Director's Report –

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

Ms. Jones went over the Mendisadd report.

Public Comment –

There was none.

Items Requiring Board Action –

Approval of revised ESCSB P&P HR 468-Employee Discipline, ESCSB P&P HR 800-Ethical Principles, ESCSB P&P HR 440-Office Closing: Inclement Weather/Emergencies, ESCSB P&P SRM 023-All Hazards Preparedness and Recovery Plan, ESCSB P&P SRM 007-Medical Emergency Procedures, and ESCSB P&P SRM 009-Psychiatric Emergencies. Dr. Shaeffer made a motion to approve with changes. Ms. Wilkerson seconded, and they were approved unanimously by a voice vote.

Executive Director –

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

Ms. Sedjat stated as of March 31, 2022 the ESCSB utilized zero Civil Safety Net Beds.

Ms. Sedjat stated the residential home in Exmore will be temporarily closing in April due to continued staffing shortage. Currently has no residents.

Ms. Sedjat stated VOSHA approval removal of all mandates of masks. No more mandatory masks at the ESCSB for staff and individuals receiving services.

Ms. Sedjat went over the Deloitte report.

Ms. Sedjat stated there was positive feedback from the clinical team regarding SDA.

Ms. Sedjat went over ESCSB Working Advantage.

Ms. Sedjat went over VADOC Earned Credit Memo.

Ms. Sedjat went over DBHDS Strategic Plan.

Ms. Sedjat went over ESCSB Employee Satisfaction Survey.

Ms. Sedjat stated there was a photo of Santa visiting Developmental Services in Cooperative Living magazine.

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 –

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

IT Director –

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

Old Business –

There was none.

New Business –

Ms. Sedjat will check on what date the Field Trip will be.

Mr. Freeman made a motion to adjourn the meeting and Mr. Bloxom seconded. The motion was passed unanimously and the meeting adjourned at 10:26 am.

The next board meeting will be Tuesday, May 10, 2022, at 9:00 am.

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