

EASTERN SHORE COMMUNITY SERVICES BOARD

Minutes

February 13, 2018

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, February 13, 2018 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Ms. Marva Annis
Mr. Robert Bloxom
Ms. Gina Crockett
Mr. Dee Fitch
Mr. Richard Hubbard
Dr. John Ogram
Ms. Sandy Taylor
Ms. Gina Williams
Ms. Joan Wilson

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Lynier Linton, Director of Finance and Administration
Mr. Damien Greene, IT Director
Dr. Nicholas McClean-Rice, Medical Director
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Sarah Lewis, Clinical Director of MH & QI
Ms. Kelly Bulin, Dir. of Program Development, Planning & Prevention Svcs.
Ms. Kathleen O'Keefe, Developmental Services Program Director
Mrs. Sharon Sanderson, Human Resources Coordinator
Mr. Jerry Murphy, Senior Accountant

Mr. Bloxom, Chairman, called the meeting to order at 10:03 am.

Approval of Minutes –

Ms. Wilson made a motion to approve the January 23, 2018 minutes, Mr. Hubbard seconded, and they were unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

There were none.

Treasurer’s Report –

Mr. Fitch referenced the treasurer’s report ending December 31, 2017. There was discussion.

Disability Program Reports-

Clinical Services and Quality Improvement –

Ms. Lewis was unable to attend.

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

Prevention-

Ms. Bulin was unable to attend.

Medical Director-

Dr. McClean-Rice stated the two part-time doctors have 370 patients, and he has 480 patients, and there are 22 opiate patients.

Developmental Services –

Ms. O’Keefe was unable to attend.

Human Resources –

Mrs. Sanderson was unable to attend..

Finance Director –

Mrs. Linton referenced the financial report ending December 31, 2017.

IT Director –

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

Executive Director –

Ms. Sedjat referenced the board report that is appended herewith. There was discussion.

In reviewing the progress of the Strategic Plan, Ms. Sedjat stated the ESCSB website will be operational in March, 2018.

Ms. Sedjat stated that the plan to scale back and strengthen the foundation of the services that are provided will be completed by July 1, 2018 and that due to high community demands, the ESCSB has not been able to scale back services provision, at this time.

Ms. Sedjat stated the employees have begun to show a more positive mental attitude. Some of the reasons include the birthday card and Subway gift card for their birthdays, the Anniversary celebration lunch and the Developmental Services Aides pay scale has been increased. We are continuing to improve onboarding and departmental trainings.

Ms. Sedjat stated the DBHDS was not able to fulfill the request to assist with funds for the purchase of Arcadia Nursing Home and Quail Run Assisted Living. There are 12 individuals remaining that will need to be transitioned to another placement by March 5th.

Ms. Sedjat presented a proposal for an estimate for putting a whole house generator in the Wachapreague house. The board moved to accept the proposal with a voice vote.

Ms. Sedjat passed out a copy of an acronym list for ESCSB.

Old Business –

There was none.

New Business –

Ms. Sedjat passed around a list of anniversary luncheon dates for board members to sign to attend.

The board voted by voice vote to change the meeting time to 9:00 am.

The next board meeting will be Tuesday, March 13, 2018 at 9:00 am.

Mr. Hubbard made a motion to adjourn the meeting, and Ms. Taylor seconded. The motion was passed unanimously and the meeting adjourned at 12:16 pm.

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