

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
January 12, 2021

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, January 12, 2021 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

Members Present:

Ms. Eve Belote
Mr. Robert Bloxom
Mr. Andre Elliott
Mr. Richard Freeman-Conference call
Mr. Richard Hubbard-Conference call
Ms. Janice Langley-Conference call
Dr. Peggy Shaeffer
Ms. Gina Williams-Conference call

Others Present:

Ms. Lisa Sedjat, Executive Director
Mrs. Molly Walker, Director of Clinical Services & Quality Improvement
Ms. Barbara James, Office Services Specialist

Absent:

Ms. Kim Wilkerson

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

Ms. Sedjat welcomed Ms. Heather Savage, Human Resources Coordinator, who gave a short introduction on her background.

Mr. Bloxom welcomed Ms. Peggy Shaeffer, board member, who gave a short talk on her background.

Approval of Minutes –

Mr. Elliott made a motion to approve the December 8, 2020 minutes. Ms. Belote seconded, and they were unanimously approved by a voice vote.

Public Comment –

There was none.

Items Requiring Board Action –

Mr. Bloxom stated they needed to elect officers. Ms. Wilkerson has accepted Secretary, Mr. Elliott has accepted Treasurer, Ms. Belote has accepted Vice-Chair. Mr. Freeman made a motion to approve officers, Mr. Hubbard seconded. The motion was passed unanimously by a voice vote.

Mr. Bloxom accepted the Chairman position for 2021. Mr. Elliott made a motion to approve, Ms. Belote seconded. The motion was passed with a voice vote with Mr. Bloxom abstaining.

Slate of Officers for 2021 are as follows:

Mr. Bloxom-Chairman
Ms. Belote-Vice-Chair
Mr. Elliott-Treasurer
Ms. Wilkerson-Secretary

Executive Director –

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

Ms. Sedjat thanked the board members for everything. Ms. Sedjat welcomed Dr. Peggy Shaeffer, our newest Board member. Ms. Sedjat welcomed Ms. Heather Savage, Human Resources Coordinator.

Ms. Sedjat stated the ESCSB utilized 0 safety net beds for the month of December. This makes two consecutive months that the ESCSB has not utilized a safety net bed, which is significant to the overall census of the overwhelmed state hospital system.

Ms. Sedjat reviewed the DBHDS Dashboard report for October, 2020.

Ms. Sedjat stated the Eastern Shore Health Department has the contact information of 58 staff for the Vaccine that they deemed to be in Phase 1 of the vaccination distribution due to direct contact within residential settings. There was discussion. Ms. Sedjat will put together information on the Vaccine and ESCSB employees by the next meeting.

Ms. Sedjat stated at the last meeting Mr. Freeman posed the question “What else do you want to accomplish” after a discussion regarding highlights of the past few years. Three areas of focus would include a) ID/DD services that are all encompassing, to include a

more robust Supportive In Home program, increase the number of Independent Living settings and the addition of a Therapeutic Consultation unit; b) clinical teams that are creative and cutting edge; c) a team of innovative co-workers that are excited to come to work and do what we do.

Ms. Sedjat stated the end of the year retreat was a success. She has received e-mails thanking her for all the support this year.

Ms. Sedjat passed around the letter from Joseph Zintseme from Youth With A Mission Bridge Network, thanking the Board for their patience over the past year and hope to be able to work together in the future.

Ms. Sedjat passed around the VACSB 2020 Annual Report.

Treasurer's Report –

The CSB generated a net operating surplus of \$186 thousand for the month of November. As a point of comparison, the revenue deficit resulting from November 2019 operations equaled \$271 thousand. The primary drivers of this differentiation include timing related to the receipt of state warrant funding and the number of payroll cycles recognized during the month. The CSB's YTD operating surplus is \$376 thousand.

Credible services totaled \$498 thousand for the month which is comparable to our experience in October which represents an additional data point indicating a reversion to a more budget oriented figure. Nearly all departments are performing in accordance with forecast.

Levels of state funding were of anticipated recurring amounts during the month. SOR funding was received in December and will be reflected during that reporting period. DBHDS will be reimbursing the CSB for COVID related expenses which are reported on a monthly basis.

The balance sheet of the CSB remains in a satisfactory condition.

Work has begun to complete our semi-annual reporting to DBHDS in the form of CARS reporting which is due on or before February 19th.

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.

Facilities:

- Dunne and PBHC lobby area refresh in process
- Pine Avenue move-in ready pending IT and furniture acquisition for expanded outpatient clinical team

Mendisadd's Nassawadox real estate has been taken off the market. We will assess the feasibility of bifurcating the property to facilitate a sale of the old Admin building.

Disability Program Reports-

Clinical Services and Quality Improvement –

Mrs. Walker referenced the board report that is appended herewith.

Mrs. Walker stated she signed up to become trained in Ecosystemic Family Therapy, which is an evidenced based therapeutic modality. There was discussion.

Mrs. Walker stated she monitored HRSA Grant status as the quarter ended on 12-31-2020.

Mrs. Walker stated she monitored SAMHSA Children's COVID Grant status and assisted in providing quarterly information as requested.

Mrs. Walker met with Jeff Kelley to discuss the Pine Avenue move. There will be two clinicians and a peer specialist moving in.

Mrs. Walker stated intakes were up to 76 December, 2020 versus 51 in December, 2019.

Mrs. Walker stated MH/SA case management services have a census of 364 clients with a target of 300.

Mrs. Walker stated there are 46 clients receiving psycho-social rehab services.

Mrs. Walker stated CIT training has been cancelled February 8, 2021 and moved to April, 2021.

Mrs. Walker stated Susan Johnson, Partner for Health Program (Partnership with ESRH) had 6.25 average completed appt/day December, 2020 audio telehealth only. There was discussion.

Mrs. Walker gave a shout out to Kristee Trumbo and to Angel Shrieves for being a great supervisor and leads by example. Also, shout out to Diane Farlow for great Case Management supervising.

Prevention-

Mrs. Bulin was not in attendance.

Developmental Services –

Ms. O’Keefe was not in attendance.

Human Resources & Finance Director –

Mr. Dix was not in attendance but his financial report for the month ended November 30, 2020 was passed around.

Ms. Sedjat passed around the ESCSB Annual Financial Report for the fiscal year ended June 30, 2020.

IT Director –

Mr. Greene was not in attendance.

Old Business –

Mr. Elliott stated Santa visited Day Support Program on December 18, 2020.

New Business –

There was none.

Mr. Bloxom thanked everyone for attending.

Ms. Belote made a motion to adjourn the meeting and Mr. Elliott seconded. The motion was passed unanimously and the meeting adjourned at 10:33 am.

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

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