

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
September 13, 2022

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, September 13, 2022 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

Members Present:

Ms. Eve Belote
Mr. Richard Freeman
Mr. Rick Hubbard

Others Present:

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

Absent:

Mr. Andre Elliott
Dr. Peggy Shaeffer
Ms. Kim Wilkerson

Ms. Belote, Chair, called the meeting to order at 9:03 am.

Finance Director's Report –

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

Public Comment –

There was none.

Items Requiring Board Action –

Approval of revised ESCSB P&P RM 009-Computer Based Electronic Protected Health Information (EPHI). Mr. Freeman made a motion to approve with changes. Mr. Hubbard seconded, and they were approved by a voice vote.

Executive Director –

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

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

Ms. Sedjat stated she and Kelly Bulin presented a request for funding to the Accomack County Board of Supervisors to offer services to Tangier.

Ms. Sedjat stated a MOU with Eastern Shore Community College is being requested.

Ms. Sedjat stated a MOU/MOA is being requested NCPS Superintendent to include: Youth Resilience Project, Mental Health First Aide Training, and Adverse Childhood Experiences Training.

Ms. Sedjat stated Dogwood View Apartment renovations are being done for HUD regulation compliance.

Ms. Sedjat stated the board presentations from Program Directors will be: September-Damien Greene/IT, October-Kelly Bulin/Prevention, November- Kathy O’Keefe/Developmental Services, December-cancel, January-Sharon Jones/Finance, February-Molly Walker/Mental Health and Quality Improvement, March-Lisa Sedjat/Overall operations.

Ms. Sedjat stated SLOW, a one mile walk was held Saturday, September 10, 2022 on Chincoteague, from 8:00 am-12:00 pm.

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 –

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

Mr. Greene went over the following: New Citrix Virtual Applications and Desktops Platform Migration Ongoing, Surface Devices Replaced, PC and Laptop Hardware Replacement Schedule, Data Center Software Upgrades Scheduled in 2023, Nutanix G7-3 Cluster Node, and Windows Security Patches.

Old Business –

There was none.

New Business –

There was none.

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

Mr. Freeman made a motion the Board reconvene in open session and that a roll call 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. Mr. Hubbard seconded. The motion was passed unanimously with Mr. Freeman, yes voice vote; Mr. Hubbard, yes voice vote, and Ms. Belote, yes voice vote.

Ms. Belote made a motion to adjourn the meeting and Mr. Freeman seconded. The motion was passed unanimously and the meeting adjourned at 10:12 am.

The next board meeting will be Tuesday, October 11, 2022, at 9:00 am.

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