

**EASTERN SHORE COMMUNITY SERVICES BOARD**  
**Minutes**  
**October 11, 2022**

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, October 11, 2022 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

**Members Present:**

Ms. Eve Belote  
Mr. Andre Elliott  
Mr. Richard Freeman  
Mr. Rick Hubbard  
Dr. Peggy Shaeffer-Conference call  
Ms. Janet Turner  
Ms. Cynthia Wilder  
Ms. Kim Wilkerson

**Others Present:**

Ms. Lisa Sedjat, Executive Director  
Ms. Sharon Jones, Director of Finance and Administration  
Ms. Kelly Bulin, Dir. Of Program Dev., Planning & Prevention Svcs.  
Ms. Barbara James, Office Services Specialist

Ms. Belote, Chair, called the meeting to order at 9:04 am.

Ms. Belote welcomed Ms. Janet Turner and Ms. Cynthia Wilder, new ESCSB board members. Everyone at the meeting introduced themselves.

**Approval of Minutes –**

Mr. Freeman made a motion to approve the June 14, 2022, August 9, 2022 and September 13, 2022 minutes. Mr. Elliott seconded, and they were approved unanimously by a voice vote, with Ms. Janet Turner and Ms. Cynthia Wilder abstaining.

**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 HR 496-Travel and On-the-Job Expense. Mr. Elliott made a motion to approve with changes. Mr. Hubbard seconded, and they were approved by a voice vote.

**Executive Director –**

Ms. Sedjat welcomed new board members from Accomack County, Janet Turner and Cynthia Wilder.

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

Ms. Sedjat stated as of September 30, 2022 the ESCSB utilized one Civil Safety Net Beds for the month of September.

Ms. Sedjat stated she met with the Architect for final measurements with PBHC redesign.

Ms. Sedjat stated on a stormy Monday, October 3, 2022 the ESCSB remained open and provided the majority of services via Telehealth.

Ms. Sedjat gave an update regarding the Accomack County Opioid Abatement funds.

Ms. Sedjat went over the Forensic Discharge Program.

Ms. Sedjat stated Emergency Services team underwent an audit which resulted in zero issues.

Ms. Sedjat stated the Substance Use Disorder (SUD) treatment team has been doing an incredible job. A new Treatment Facility that opened in Norfolk, Praxis of Norfolk, Landmark Recovery, is going to come meet with our clinicians and case managers.

Ms. Sedjat stated Notice of Termination of program sites that sent shock waves through many providers, both private and CSB's, was found to be a mistake, DMAS posted a withdraw on their website.

Ms. Sedjat stated DEI SESCO and human services workforce in Virginia, SESCO will be doing job description services, P&P review and new salary classification system, and salary survey. Ms. Savage, HR Coordinator, will present next month.

Ms. Sedjat stated end of year celebration will be Friday, December 9, 2022.

Ms. Sedjat stated there had been an offer to purchase two ESCSB vans.

Ms. Sedjat stated the first CIT Awards ceremony will be held on Wednesday, October 19, 2022, 8:00 am at the Elks Lodge in Accomac, VA.

### **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.

Ms. Bulin stated the Shining Light on Wellness Walk that took place on Chincoteague Island, VA was a success.

Ms. Bulin stated twenty-one grants, managed by her and Ms. Guy, were reviewed and updated between July 1 and September 30, 2022.

Ms. Bulin went over the Balance of Power presentation.

Ms. Bulin went over the Five Bridges of Wellness and program planning. They are bond, fuel, move, rest, give.

Ms. Bulin stated there was an article in the Eastern Shore Post on October 7, 2022 on Prevention services ESCSB.

#### **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 read a thank you email from a long time employee.

Ms. Sedjat stated a previous client donated some pictures (artwork) to ESCSB and would like them back. Several have been found at Dunne Ave. and Parksley Behavioral Health Center.

Ms. Belote 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. Freeman seconded. The motion was passed unanimously with a voice vote.

Ms. Belote 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. Ms. Wilkerson seconded. The motion was passed unanimously with Mr. Freeman, yes voice vote; Mr. Hubbard, yes voice vote, Mr. Elliott, yes voice vote, Ms. Wilkerson, yes voice vote, Dr. Shaffer, yes voice vote, Ms. Turner, yes voice vote, Ms. Wilder, yes voice vote, and Ms. Belote, yes voice vote.

Mr. Hubbard made a motion to adjourn the meeting and Mr. Freeman seconded. The motion was passed unanimously and the meeting adjourned at 11:12 am.

The next board meeting will be Tuesday, November 8, 2022, at 9:00 am.

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