

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
March 14, 2023

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, March 14, 2023 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

Members Present:

Ms. Eve Belote
Mr. Richard Freeman
Mr. Rick Hubbard
Dr. Peggy Shaeffer
Ms. Janet Turner
Ms. Roxane Ward-Conference Call
Ms. Cynthia Wilder

Others Present:

Ms. Lisa Sedjat, Executive Director
Ms. Sharon Jones, Director of Finance and Administration
Mr. Damien Greene, IT Director
Mr. A.J. Jones, IT Contractor
Ms. Heather Savage, HR Coordinator
Ms. Barbara James, Office Services Specialist

Absent:

Mr. Andre Elliott
Ms. Pam Thornes

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

Approval of Minutes –

Mr. Hubbard made a motion to approve the February 14, 2023 minutes. Ms. Turner seconded, and they were approved unanimously by a voice vote.

Finance Director’s Report –

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

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Executive Director –

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

Ms. Sedjat stated as of February 28th, the ESCSB utilized zero (0) adult and zero (0) child Safety Net Bed (SNB) admissions for the month of February.

Ms. Sedjat stated she participated in a Provider Focus Group that discusses how to address the fact that Managed Care Organizations (MCO) audits of providers are allowed to go back as far as 3 years to retract payments. Each of the 6 MCO's have their own credentialing requirements that need to be followed outside the DMAS Portal which makes onboarding new clinicians and does difficult and timely.

Ms. Sedjat stated there will be no increase in our health insurance costs this year.

Ms. Sedjat stated we celebrated our employees on Friday, March 3, which was National Employee Appreciation Day.

Ms. Sedjat stated a Boots on the Ground Committee started in January. The Committee suggested a retreat and the ESCSB will be having one June 2, 2023.

Ms. Sedjat stated the ESCSB website has been updated.

Ms. Sedjat passed around and went over the Parksley Behavioral Healthcare Center renovation drawings.

Ms. Sedjat stated Forensic Discharge Planning team had their first onsite visit from DBHDS. The team was commended for doing a fantastic job and exceeding their quota for the year within the first 6 months of the program.

Ms. Sedjat stated she and Melanie Oliver, Nursing Supervisor, toured all the sites on Monday, February 20, 2023.

Ms. Sedjat stated Molly Walker, John Konkel, Randy Smith, and she have been participating on a regional team focusing on collaborative strategies for a high utilizer at

the State Hospital level. There was discussion.

Ms. Sedjat passed around pictures of the Quest program furniture purchased through a grant for the Prevention office.

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.

Ms. Sedjat passed around updated ESCSB organizational chart.

IT Director –

Mr. Greene introduced A.J. Jones, IT Contractor.

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

Mr. Greene went over Data Center Upgrade and Microsoft 365 F3 Enterprise-Exchange Migration and Windows Security Patches.

Old Business –

There was none.

New Business –

Mr. Freeman made a motion that the Board convene a closed session for the purpose of holding a discussion of a personnel issue and a legal issue, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia of 1950, as amended. Ms. Wilder 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 factor shall thereby certify compliance with all the matters identified in Section 2.2-3712 (D) I of the Code of Virginia of 1950 as amended. Ms. Wilder seconded. Only legal and personnel matters were discussed. The motion was passed unanimously with Mr. Hubbard, yes voice vote, Dr. Shaeffer, yes voice vote, Mr. Freeman, yes voice vote, Ms. Turner, yes voice vote, Ms. Ward, yes voice vote, Ms. Wilder, yes voice vote, and Ms. Belote, yes voice vote.

Mr. Hubbard made a motion to adjourn the meeting and Ms. Turner seconded. The motion was passed unanimously and the meeting adjourned at 10:54 am. The next board meeting will be Tuesday, April 11, 2023 at 9:00 am.

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