

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
September 12, 2023

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, September 12, 2023 at the Administration office, 24233 Lankford Highway, Tasley, VA 23441.

Members Present:

Ms. Eve Belote
Mr. Andre Elliott
Mr. Richard Freeman
Mr. Rick Hubbard-Conference call
Ms. Pam Thornes
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
Ms. Heather Savage, Human Resources Coordinator
Ms. Barbara James, Office Services Specialist

Absent:

Dr. Peggy Shaeffer

Ms. Belote, Chair, called the meeting to order at 9:01 am.

Approval of Minutes –

Mr. Freeman made a motion to approve the July 11, 2023 minutes. Mr. Elliott seconded, and they were approved unanimously by a voice vote.

Finance Director’s Report –

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

Public Comment –

There was none.

Items Requiring Board Action –

There was none.

Human Resources Coordinator –

Ms. Savage went over the “Whistleblower” training and stated flyers are in each building.

Ms. Savage gave a presentation on ESCSB policy & procedure HR 624 Family and Medical Leave policy.

Executive Director –

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

Ms. Sedjat stated for the month of August the ESCSB had zero Safety Net Beds (SNB) admissions.

Ms. Sedjat stated she has been officially sworn in as part of Governor Younkin’s Virginia Addiction Recovery Advisory Council and will be serving for the next three years.

Ms. Sedjat stated staff will be moving back to PBHC on September 16, 2023 and received positive feedback from staff and clients.

Ms. Sedjat stated on August 12, 2023 Ms. Wilder, Ms. Turner and she took a field trip to all of our locations. There was discussion.

Ms. Sedjat stated ESCSB collaborated with DARS and ESCC to transport 4 individuals to ESCC Aerospace/College Academy.

Ms. Sedjat stated there is ongoing concerns with payments from DBHDS related to the new Federal Reimbursement system.

Ms. Sedjat stated the Eastern Shore Post job postings has decreased since the 32 hour work week began in April, 2023.

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 how the current IT Upgrades Support the Agency's Mission Statement.

Old Business –

There was none.

New Business –

There was none.

Ms. Belote made a motion that the Board convene a closed session for the purpose of holding a discussion of a personnel matter, and 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) (1) of the Code of Virginia of 1950 as amended. Mr. Freeman seconded. Only personnel matters were discussed. The motion was passed unanimously with Mr. Freeman, yes voice vote, Ms. Wilder, yes voice vote, Mr. Elliott, yes voice vote, Ms. Turner, yes voice vote, Ms.

Thornes, yes voice vote, and Ms. Belote, yes voice vote.

Mr. Elliott made a motion to adjourn the meeting and Mr. Freeman seconded. The motion was passed unanimously and the meeting adjourned at 10:59 am.

The next board meeting will be Tuesday, October 10, 2023 at 9:00 am.

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