

EASTERN SHORE COMMUNITY SERVICES BOARD
Minutes
May 10, 2011

The regular monthly meeting of the Eastern Shore Community Services Board was held on Tuesday, May 10, 2011 at the Eastern Shore Behavioral Healthcare Center in Parksley, Virginia.

Members Present:

Mr. Travis Bradley
Ms. Delores Colona
Mrs. Gina Crockett
Rev. James Davis
Ms. Sallye Dukes-Chairperson
Mr. Dee Fitch
Mr. Spencer Murray

Others Present:

Mrs. Donna Kellam, Director of Administration and Human Resources

Executive Session:

The Chairperson announced that pursuant to Virginia Code Section 2:2:3711 (A) (1), to enter into Executive Session at 9:10 am for the discussion of personnel issues, specifically the performance evaluation of the Executive Director.

Regular session reconvened at 10:13 am. A polling of board members by voice vote indicated that only personnel issues were discussed in Executive Session.

Others Present:

Dr. Mark Freeze, Executive Director
Ms. Sharon Parker, Director of Clinical Services
Mrs. Debra Wharton, Director of Quality Improvement and Prevention
Mrs. Lynier Linton, Finance Director
Mr. Cedrick Cooper, Senior Accountant
Ms. Cheryl Davis, Developmental Services Program Director
Mr. Philip Evans, IT Director
Ms. Barbara James, Office Services Specialist

Absent:

Dr. Claudia Johnson
Mrs. Florence Parsons
Dr. Nicholas McClean-Rice, Medical Director

Approval of Minutes -

Mr. Murray made a motion to approve the April 12, 2011 minutes, Mr. Fitch seconded the motion, and it was unanimously approved by a hand vote.

Public Comment -

There was none.

Items Requiring Board Action -

Mr. Murray made a motion to approve changes to ESCSB Policy HR 612, "Sick Leave Bank". Rev. Davis seconded, and it was unanimously approved by hand vote.

Mr. Fitch made a motion to approve ESCSB Policy HR 464, "Aggressive/Violent Behavior in the Workplace". Mr. Murray seconded, and it was unanimously approved by hand vote.

Treasurer's Report -

Mr. Murray briefly described the Treasurer's report that is appended herewith. Mr. Murray then made a motion to approve the preliminary financial report through March 31, 2011 as presented subject to adjustments and final approval by the external auditors. Ms. Colona seconded the motion, and it was unanimously approved by a hand vote.

Disability Program Reports - Clinical Services -

Ms. Parker referenced her report that is appended herewith.

Ms. Parker stated beginning July 1, CSBs across the state will become the "gate keepers" for Medicaid SPO services for children. It is not clear how this will be operationalized at this time. In this role the CSB will be responsible for assessing all children who are seeking a Medicaid state plan option for behavioral healthcare service whether it is provided by the public or private providers in the community. This includes in-home, day treatment, therapeutic foster care, and residential services.

Ms. Parker stated beginning May 11 there will be four interns starting with the ESCSB. Two are bachelor's level students, one a master level, and one a PhD level student.

Medical Director -

Dr. McClean-Rice was unable to attend.

Prevention and Quality Improvement -

Mrs. Wharton referenced her board report that is appended herewith.

Mrs. Wharton stated Accomack County schools has agreed to partner with the ESCSB for the provision of the substance abuse prevention program, Al's Pals. Mrs. Wharton

stated Headstart and Northampton County schools already receive these services and Accomack County is seeking services for the upcoming school year.

Mrs. Wharton stated as of May 9, 2011 staff have stopped using SALs and work exclusively in Pro-Filer. There continues to be training issues and retraining of existing staff in Pro-Filer.

Developmental Services –

Ms. Davis referenced her board report that is appended herewith.

Ms. Davis stated there is only one person originally from the Eastern Shore left at Central Virginia Training Center in Lynchburg, and the person is in the process of being placed in a group home in that area. Hopefully, Central Virginia CSB will be able to handle the discharge to avoid ESCSB time and expense of traveling to Lynchburg since the case will be transferred to them after discharge.

Ms. Davis stated Southeastern Virginia Training Center will be discharging one person, and they will be placed in the Virginia Beach area.

Ms. Davis stated early intervention and autism have been getting national attention. Hopefully, the infant intervention program will be able to provide these services and more funding will become available.

Ms. Davis stated Special Olympics Torch Run on the Eastern Shore will be held in June.

Human Resources –

Mrs. Kellam referenced her board report that is appended herewith.

Mrs. Kellam stated there is an interview Friday, May 13, 2010 for the Senior Clinician position.

Finance Director –

Mrs. Linton presented the draft of the financial report for the month ending March 31, 2011.

IT Director –

Mr. Evans referenced his board report that is appended herewith.

Mr. Evans stated the fiber optic loop in the town of Parksley has been activated. Five ESCSB sites will be switched on one at a time starting with the main building on Greenbush Road.

Mr. Evans stated he's working on selecting suitable scanners to work with Profiler. He is working with consultants and hardware people on the hard drive issues.

Executive Director –

Dr. Freeze referenced his board report incorporated herein.

Dr. Freeze referenced a report from the Commissioner of DBHDS, on House Bill 2090 which extends the duration of an emergency custody order (ECO) from 4 to 6 hours following issuance by a magistrate. House bill 2553 expands the Behavioral Health and Developmental Services Trust Fund to facilitate additional services to order to improve the transitioning of individuals from state training centers to community-based settings.

Dr. Freeze stated the 2012 Performance Contract had been received, and the budget will be finalized to be included in the Contract.

Dr. Freeze stated on April 26, 2011 he met with Mr. Fitch and Mr. Bradley, and there were two bids on the HVAC system at the Vocational Center. Shea Refrigeration was awarded the bid and started on May 9. The expansion of the Intensive Day Support program area involves moving a wall, and it will double the space available for better inclusion and supervision of activities.

Dr. Freeze stated he made a presentation at the public hearing on Riverside's Certificate of Public Need (COPN) application at the Eastern Shore Community College. In-patient psychiatric services and mental health beds are needed on the Eastern Shore.

Old Business -

There were none.

New Business -

There were none.

Ms. Dukes asked for a motion to approve the April 12, 2011 Mendisadd, Inc. minutes, Mr. Fitch made the motion, and Rev. Davis seconded it. The motion was approved unanimously by the board.

Ms. Dukes asked for a motion to adjourn, Mr. Murray made the motion, and Mr. Fitch seconded it. The motion was approved unanimously by the board.

There being no further business the meeting adjourned at 11:40 am.

Barbara James, Recording Secretary/Mr. Dee Fitch, Secretary

These minutes are subject to full Board Approval.