

Fairfax-Falls Church Community Services Board
Compliance Committee Meeting Minutes
May 15, 2019

The Compliance Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

The following Committee members were present: Suzette Kern, Board Chair; Gary Ambrose; Captain Basilio 'Sonny' Cachuela, Jr.; Sheila Coplan Jonas; and Edward Rose

The following Committee members were absent: Ken Garnes and Bettina Lawton

The following staff were present: Daryl Washington, Luann Healy, Cindy Tianti, and Lyn Tomlinson

1. Meeting Called to Order

The meeting was called to order at 4:00 p.m.

2. Review of Meeting Minutes

Meeting minutes of the April 17, 2019 Compliance Committee were provided for review and revision, following which, Edward Rose made a motion to approve the minutes as presented, that was seconded and approved.

3. Follow up items from April 2019 Compliance Committee Meeting

AdvantEdge

Daryl Washington reported that following a meeting with Bryan Hill, Tisha Deeghan, Joe Mondoro and DMB (Department of Management and Budget) a decision was made to terminate the contract with AdvantEdge, noting that a plan to notify the Board of Supervisors (BOS) is in development. A written notice of termination has been mailed to AdvantEdge.

The alternative billing plan includes reinstatement of the internal billing process with increased internal controls and the hiring and training of additional billing staff. Further plans include meetings with Utilization Maximization staff who work with prior- and re-authorizations. As some steps have already been implemented, it was reported that there has been a decrease in billing denials. Jessica Burris will provide further details of the revenue maximization plan at the May 17, 2019 Fiscal Oversight Committee meeting.

Updates

ComplyTrack

Luann Healy directed attention to the two handouts included in the meeting materials, noting that one of the handouts is the implementation schedule provided by Wolters Kluwer, parent company of ComplyTrack. There was a kickoff meeting on Wednesday, May 1st and a second implementation meeting held earlier that day. The second handout provided some additional details on the steps already taken and further steps planned during the implementation phase. It was confirmed that reports to the Board are anticipated to be generated beginning in August 2019, noting that some Board input on data formatting and delivery is possible.

AdvantEdge

Noting this information was provided earlier during Agenda Item #3, no further information was provided.

4. CSB Moderate/High Risk Compliance and Risk Management Areas

Luann Healy provided an update to incidents reported in April.:

- Ms. Healy, clarifying that incidents are classified using DBHDS standard, reported there were five level III incidents reported that included two deaths, two suicide attempts, and one incident of permanent harm.
- Recommendations to revise the agenda included adding the Serious Incident (Level III) Reporting update and discontinuation of the CSB Compliance Program Tracking report. Incident level definitions will be included in support of the Serious Incident (Level III) Reporting update standing agenda item.

Ms. Healy provided an update to vacancies in the Office of Compliance and Risk Management as follows:

- Positions filled include a Risk Manager, a Quality Assurance Manager, and three Quality Assurance Analysts.
- Interviews are scheduled for four Quality Assurance Analysts and the Compliance Program Coordinator.

CLOSED SESSION

At 4:22 p.m. a motion was offered, seconded and passed to meet in closed session for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel on a reimbursement matter, as permitted by Virginia Code Section 2.2-3711(A)(8).

At 4:53 p.m. the Board reconvened the open session at which time a motion was offered, seconded and passed, certifying to the best of the Board's knowledge that only public business matters lawfully exempted from open meeting requirements prescribed by the Virginia Freedom of Information Act and only such public business matters identified in the motion to convene a closed meeting, were heard, discussed or considered by the Community Services Board in closed session.

Immediately following, there being no further business to come before the Committee, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 4:54 p.m.

Actions Taken –

- Minutes of the April 17, 2019 Compliance Committee meeting were reviewed and approved.
- The CSB Compliance Program Tracking Tool removed from the agenda.
- Serious (Level III) Incident Report definitions will be added as a Standing Agenda Item.

June 19, 2019

Date Approved



Staff to the Board