

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES
NOVEMBER 10, 2021**

The Executive Committee of the Fairfax-Falls Church Community Services Board met electronically due to the COVID-19 pandemic that has made it unsafe to physically assemble a quorum in one location or to have the public present. Access was made available via video and web conferencing platform to CSB Board members, CSB staff, and members of the public. The meeting notice, including participation instructions, was posted electronically and on the building in which the meeting is typically held. Additionally, attendees were offered an opportunity to register for public comment during the 30 minutes prior to the meeting being called to order.

1. Meeting Called to Order

Board Chair Garrett McGuire called the meeting to order at 4:32 p.m.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR;
JENNIFER ADELI (GREAT FALLS, VA); CAPTAIN DEREK DEGEARE (LOUDON
COUNTY, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT
FALLS, VA)

ABSENT: **BOARD MEMBERS:** BETTINA LAWTON

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, County Attorney Cynthia Tianti, and Board Clerk Joseline Cadima.

Board Chair Garrett McGuire conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members was present and audible. Board Chair McGuire passed the virtual gavel to Board Vice Chair Dan Sherrange to make several motions required to begin the meeting. A motion was offered confirming that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Board Member Dan Sherrange and passed unanimously.

Preliminary Motions

Board Chair Garrett McGuire made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the CSB Board to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this CSB Board and the physical presence of the public, cannot be implemented safely or practically. A further motion was made that this Board may conduct this meeting electronically through a dedicated online video and web conferencing platform, and that the public may access this meeting via Meeting ID: 856 0583 3429 and Passcode: 086771. Motions were seconded by Board Member Captain Derek DeGeare and unanimously approved.

Board Chair McGuire made a final motion that that all the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of the CSB Board's lawful purposes, duties, and responsibilities. The motion was seconded by Board Member Captain Derek DeGeare and unanimously passed.

3. Matters of the Public.

None were presented.

4. Amendments to the Meeting Agenda

The meeting agenda was provided for review and no amendments were made.

COMMITTEE CONSENSUS TO APPROVE AGENDA ITEM NO. 4

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: BETTINA LAWTON

5. Approval of the Minutes

Meeting minutes of the October 20, 2021, Executive Committee were provided for review and revision.

MOVED BY BOARD MEMBER CAPTAIN DEREK DEGEARE, SECONDED BY BOARD MEMBER DAN SHERRANGE TO APPROVE ITEM NO. 5

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: BETTINA LAWTON

6. Director's Report

Executive Director Daryl Washington stated that changes on how crisis services are classified and billed will begin on December 1, 2021, this will have an impact on the Crisis Stabilization Unit and

Emergency Services staff, the main changes include billing a per diem rate (one full day) instead of blocks of time, having the capacity to bill for providing pre-screening services, and have the flexibility to operate “23-hour-beds” which are beds that will have supervision and allow a patient to stay for that period of time (not overnight) and get re-stabilized, these beds will open in the Merrifield Center but will launch at a later date; toured the Regional Crisis Stabilization Unit in Chantilly, Virginia, which has the capacity to operate a 16 bed unit with the possibility to add an additional 16 (23) hour beds/chairs (due to unfished space in the building), currently awaiting final sign off from the Fire Marshall’s Office and state license to license the program which will allow them to open; noted his participation in the Opioid Abatement Authority, the state is hoping to enter a joint settlement agreement with drug distributors and all localities which would allow disbursements in the hundred of millions of dollars; licensed clinician volunteers are temporarily being deployed to the assessment unit to help with the assessment capacity, along with processing an emergency procurement to secure a telehealth vendor to help with license assessments; the three teams that have been identified to temporarily transition staff from are the partial hospitalization program, wellness and health prevention program, and the homeless outreach program, there still continues to be over 100 patients waiting to receive outpatient case management services; stay surveys with HSD Metrics showed the three main areas of concern are pay, workload and administrative requirements, and communication/lack of communication with leadership, the following steps have been taken to address those concerns: creation of SharePoint site where staff can provide recommendation and comments, Listening and Town Hall Meetings, weekly updates from the Executive Team, identification of positions that need salary compression and retainment bonuses; new guidance for vaccination and testing policies have been provided by CMS and OSHA, Department of Human Resources and County Attorney’s office will provide direction on how the CSB should proceed.

7. Review of the CSB Board November 17, 2021, Agenda

The November 17, 2021, CSB Board Meeting agenda was presented for review, no revisions were made, the agenda was accepted as presented.

8. CSB Board Annual Planning Calendar

The CSB Annual Planning Calendar was reviewed, it was recommended to cancel the CSB Board December 15, 2021, meeting, and to place September 22, 2022, as the General Assembly Legislative Session Board Meeting, the calendar was accepted as revised.

9. Matters of the Executive Committee

A. Service Delivery Oversight Committee:

SDOC Committee Chair Anne Whipple did not have a report as they did not meet in the month of November. **The next meeting of the Service Delivery Oversight Committee is Wednesday, December 1, 2021, at 5:00 p.m., via Zoom Conference.**

B. Compliance Committee:

Compliance Committee Vice Chair Dan Sherrange mentioned Joan Rodgers as the new Director of Quality Improvement position. **The next meeting of the Compliance Committee is Wednesday, December 8, 2021, at 4:00 p.m., via Zoom Conference.**

C. Fiscal Oversight Committee:

Fiscal Oversight Committee Member Jennifer Adeli mentioned the change in the meeting's date to accommodate Veteran's Day. **The next meetings for the Fiscal Oversight Committee are Thursday, November 18, 2021, at 4:00 p.m., and Thursday, December 9, 2021, at 4:00 p.m. via Zoom Conference.**

D. Other Matters:

Committee Member Dan Sherrange requested a follow up meeting with Deputy Director of Administrative Operations Daniel Herr in regards to the Strategic Plan vendor.

10. Closed Session

Board Chair Garrett McGuire inquired whether there any matters that required discussion in closed session, none were raised.

11. Adjournment

Board Member Dan Sherrange made the motion to adjourn the meeting at 5:12 p.m.

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR;
JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: NONE

12/08/2021

Date Approved

Josefine Cadima

Clerk to the Board