

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD  
FISCAL OVERSIGHT COMMITTEE VIRTUAL MEETING MINUTES  
FEBRUARY 17, 2022**

The Fiscal Oversight 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**

Committee Chair Jennifer Adeli called the meeting to order at 4:02 p.m.

**2. Roll Call, Audibility, and Preliminary Motions**

**PRESENT:**       **BOARD MEMBERS:** JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA)

**ABSENT:**       **BOARD MEMBERS:** DIANA RODRIGUEZ; SANDRA SLAPPEY-BROWN

**Also present:** Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, Interim Chief Financial Officer Tom Young, Director of Analytics & Evaluation Linda Mount, Healthcare Systems Director Jennifer Aloï and Board Clerk Joseline Cadima.

Committee Chair Jennifer Adeli 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. Committee Chair Jennifer Adeli passed the virtual gavel to Committee Member 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 Committee Member Captain Derek DeGeare and passed unanimously.

**Preliminary Motions**

Committee Chair Jennifer Adeli 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 video and web conferencing platform, that may be accessed via Meeting ID: 884 2517 0428 and Passcode: 823431. Motions were seconded by Committee Member Captain Derek DeGeare and unanimously approved. Committee Chair Jennifer Adeli 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 Committee 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, no amendments were made.

**MOVED BY COMMITTEE MEMBER BETTINA LAWTON, SECONDED BY COMMITTEE MEMBER CAPTAIN DEREK DEGEARE TO APPROVE AGENDA ITEM NO. 4.**

**AYES: BOARD MEMBERS:** JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** NONE

**ABSENT: BOARD MEMBERS:** DIANA RODRIGUEZ; SANDRA SLAPPEY-BROWN

**5. Approval of Minutes**

Committee minutes for the January 20, 2022, Fiscal Oversight Committee Meeting were provided for review and revision.

**MOVED BY COMMITTEE MEMBER KAREN ABRAHAM, SECONDED BY COMMITTEE MEMBER DAN SHERRANGE TO APPROVE AGENDA ITEM NO. 5.**

**AYES: BOARD MEMBERS:** JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** NONE

**ABSENT: BOARD MEMBERS:** DIANA RODRIGUEZ; SANDRA SLAPPEY-BROWN

**6. Administrative Operations Report**

**Deputy Director of Administrative Operations Daniel Herr** shared news that changes to staff compensation occurred this past week, a mid-year adjustment was made, Developmental Disability Specialist Classes I-IV and the Behavioral Specialist Classes I up through the Manager Level were given a two S-Level increase, which is a 10% increase effective in their next paycheck. Nurses, Nurse Practitioners, and Physician Assistants were given a one S-Level Increase, which translates into a 5% increase (this is simply because they recently received a one S-Level Increase). The contract with Welligent was terminated, the Healthcare Systems Team has conducted research on over 30 vendors who could provide a viable software for the Electronic Health Record.

**7. Clinical Operations Report**

**Deputy Director of Clinical Operations Lyn Tomlinson** provided the staff report and an overview of the January 2022 Data Reports. Noted the temporary closing of the Partial Hospitalization and New Generations Programs, staff has been assigned to other programs that are gravely affected due to vacancies. There are currently 192 vacancies in the CSB, an all-time high at our agency. The Human Resources will begin to place generic ads instead of multiple ads for various positions, when conducting interviews staff from different programs will be present to see if the interviewee could serve best in their program.

**Director of Analytics & Evaluation Linda Mount** presented the staff report of the Clinical Reports.

**8. Financial Status**

**Interim Financial Chief Officer Tom Young** provided the staff report and an overview of the modified fund statement, variable revenue report, and expenditures-budget and actuals financial reports.

**9. Open Discussion**

**Executive Director Daryl Washington** announced that the Regional Crisis Stabilization Unit has a target goal of opening next week, that can operate 16-crisis-stabilization beds.

**10. Adjournment**

**COMMITTEE MEMBER BETTINA LAWTON MOVED TO ADJOURN THE MEETING AT 5:24 P.M.**

**AYES: BOARD MEMBERS:** JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** NONE

**ABSENT: BOARD MEMBERS:** DIANA RODRIGUEZ; SANDRA SLAPPEY-BROWN

03/16/2022

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Date Approved

*Josefine Cadima*

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Clerk to the Board