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## **FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD EXECUTIVE COMMITTEE VIRTUAL MEETING**

**Garrett McGuire, Chair**

**Wednesday, December 14, 2022, 4:30 PM**

Will be held electronically due to the COVID-19 pandemic

**Dial by your location to access live audio of the meeting:**

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+1 346 248 7799 US (Houston)

**Meeting ID: [833 2490 9674](https://www.zoom.us/j/83324909674) • Passcode: 512528**

### **MEETING AGENDA**

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|---|-------------------------|
| <b>1. Meeting Called to Order</b>                           | <b>Garrett McGuire</b>  |
| <b>2. Roll Call, Audibility and Preliminary Motions</b>     | <b>Garrett McGuire</b>  |
| <b>3. Matters of the Public</b>                             | <b>Garrett McGuire</b>  |
| <b>4. Amendments to the Meeting Agenda</b>                  | <b>Garrett McGuire</b>  |
| <b>5. Approval of the November 9, 2022, Meeting Minutes</b> | <b>Garrett McGuire</b>  |
| <b>6. Directors Report</b>                                  | <b>Daryl Washington</b> |
| A. County, Regional, State and Cross Agency Initiatives     |                         |
| B. Electronic Health Record Update                          |                         |
| <b>7. CSB Board Annual Planning Calendar 2023</b>           | <b>Garrett McGuire</b>  |
| <b>8. Matters of the Executive Committee</b>                |                         |
| A. Service Delivery Oversight Committee                     | <b>Anne Whipple</b>     |
| B. Compliance Committee                                     | <b>Garrett McGuire</b>  |
| C. Fiscal Oversight Committee                               | <b>Dan Sherrange</b>    |
| D. Other Matters  |                         |
| <b>9. Adjournment</b>                                       |                         |

Meeting materials are posted online at <https://www.fairfaxcounty.gov/community-services-board/board/archives> or may be requested by contacting Sameera Awan at 703-324-7827 or at [Sameera.Awan@fairfaxcounty.gov](mailto:Sameera.Awan@fairfaxcounty.gov)

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD  
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES  
NOVEMBER 9, 2022**

The Executive Committee of the Fairfax-Falls Church Community Services Board met electronically due to the COVID-19 pandemic, which has made it unsafe to assemble a quorum in one location physically 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 where 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 Member Jennifer Adeli called the meeting to order at 4:02 PM.

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

**PRESENT:**       **BOARD MEMBERS:** COMMITTEE CHAIR GARRETT MCGUIRE (ALEXANDRIA, VA); JENNIFER ADELI (GREAT FALLS, VA); ANDREW SCALISE (FAIRFAX, VA); BETTINA LAWTON (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA)

**ABSENT:**       **BOARD MEMBERS:** ANNE WHIPPLE

**Also present:** Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Healthcare Systems Director Jennifer Aloï, Director of Quality Improvement Joan Rodgers and Board Clerk Sameera Awan.

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

**Preliminary Motions**

Committee Member 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 dedicated online video and web conferencing platform, and that the public may access this meeting via Meeting ID: 870 6009 6844 and Passcode: 880793. Motion was seconded by Committee Member Andrew Scalise and approved unanimously.

Board member 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 by Committee Member Andrew Scalise and approved unanimously.

### **3. Matters of the Public**

None were presented

### **4. Amendments to the Meeting Agenda**

The meeting agenda was presented for review, and no amendments were made by the Consensus of the Committee. The meeting agenda was approved.

### **5. Approval of the Minutes**

The September 21, 2022, and the October 19, 2022, Executive Committee minutes were distributed for review. Following this, Dan Sherrange made a motion for approval of the minutes as presented, which was seconded by Andrew Scalise and unanimously approved.

### **6. Compliance Committee Update**

**Director of Quality Improvement Joan Rodgers** provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report.

### **7. Director's Report**

**Executive Director Daryl Washington** shared there will be a presentation on the Crisis Response Update for our CSB Board meeting next week. CSB Division Director Jean Post, and Deputy Director of Emergency & Crisis Care Service Abbey May, will discuss Regional Crisis Services, and Laura Mayer from PRS Crisis Link will provide a background on the National 988 Crisis and Suicide Hotline. There will also be a list of the Opioid Abatement Authority listening sessions regarding the Impact of the Opioid Epidemic included in the CSB Board packet. The next listening session hosted by the Opioid Abatement Authority will take place on Saturday, December 3, 2022, at 2:00 PM, at the Government Center auditorium. The vacancy count has dropped down 206 to 136 vacancies. We continue to focus on the target areas with recruitment challenges. The first round of interviews for the Deputy Director of Administration Operations position will start the first week of December. Once the top candidate is selected, a Board Member will be part of the second interview panel. Fairfax County has requested to include grants expiring in the next fiscal year's budget. There was an additional request to get a contract rate adjustment included in next year's budget for all the county's contracted services. The Fairfax County Youth Survey results recently revealed an increase in depressive and anxious symptoms among our youth across the board. The survey is given to all students and provides a wealth of information about various topics related to our youth that influence their physical and mental well-being. The Fairfax County Board of Supervisors and the Fairfax County School Board are working together to administer these surveys.

## **B) Healthcare Record Update**

**Healthcare Systems Director Jennifer Aloï** reported that things have been progressing well with the Electronic Health Records; the latest major proposal is closing next week. The CSB has hired contracted vendors to support the bill out of our Data Warehouse and handle credible data. The vendors are helping build a complete Data Warehouse for reporting purposes in the upcoming year.

### **8. Review of the CSB Board November 16, 2022, Agenda**

**Executive Director Daryl Washington** requested to have the Crisis Response presentation before the Director's Report on the agenda.

### **9. CSB Board Annual Planning Calendar**

The CSB Annual Planning Calendar was reviewed, it was recommended since the December 21, 2022, CSB Board meeting was cancelled, there will be a Compliance Committee Meeting.

### **10. Matters of the Executive Committee**

#### **A. Service Delivery Oversight Committee:**

SDOC Committee Chair Anne Whipple did not have a report as they have yet to meet in November. **The next meeting of the Service Delivery Oversight Committee is Wednesday, November 30, 2022, at 5:00 p.m., via Zoom Conference.**

#### **B. Compliance Committee:**

Compliance Committee Chair Garrett McGuire noted that Director of Quality Improvement Joan Rodgers provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report. **The next meeting of the Compliance Committee is Wednesday, December 14, 2022, at 4:00 p.m., via Zoom Conference.**

#### **C. Fiscal Oversight Committee:**

Fiscal Oversight Committee Chair Dan Sherrange shared his meeting with Chief Financial Officer Paresch Patel and requested a revised financial report for the November meeting. **The next meeting of the Fiscal Oversight Committee is Thursday, November 17, 2022, at 4:00 p.m., via Zoom Conference.**

#### **D. Other Matters:**

Committee Chair Garrett McGuire shared that Fairfax County did adopt the FOIA recommendations from the state meeting electronically. He shared the process for future virtual meetings and how the new guidance that was put into state law allows Board, Committees to meet.

**11. Adjournment**

Committee Member Bettina Lawton made the motion to adjourn the meeting at 4:52 PM.

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Date Approved

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Clerk to the Board

DRAFT

# 2023 CSB Board and Committee Meetings

## Fairfax-Falls Church Community Services Board

	Service Delivery Oversight Committee	Compliance Committee	Executive Committee	Fiscal Oversight Committee	CSB Board
2023 Meetings	2 <sup>nd</sup> Wednesday 5:00 PM	3 <sup>rd</sup> Wednesday 4:00 PM	3 <sup>rd</sup> Wednesday 4:30 PM	3 <sup>rd</sup> Thursday 4:00 PM	4 <sup>th</sup> Wednesday 5:00 PM
January	*	*	18	19	25
February	8	*	15	16	22
March	*	*	15	16	22
April	12	19	19	20	*
May	*	*	17	18	24
June	14	*	21	22	28
July	*	*	19	20	26
August	9	16	16	17	*
September	*	*	20	21	27
October	11	*	18	19	25
November	*	*	8**	9**	15**
December	6**	13**	13**	14**	*

\*No Meeting

\*\* Meeting date changed to accommodate holiday schedule

Accommodate: Thanksgiving, Christmas Day, and New Year's Day Holidays

**Note:** All in person Committee and Board meetings are held at the Merrifield Center, Room 3-314, West

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# January 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16 Martin Luther King, Jr Holiday	17	18 Executive Committee Meeting – 4:00 PM	19 Fiscal Oversight Committee Meeting – 4:00 PM	20	21	22
23	24	25 CSB Board Meeting – 5:00 PM	26	27	28	29

**Board Review, Action, or Information:**

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**Events of Interest:**

- Superintendent releases FY 2024 Proposed Budget
- School Board holds public hearings on budget

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# February 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8 *Service Delivery Oversight Committee Meeting – 5:00 PM	9	10	11	12
13	14	15 Executive Committee Virtual Meeting – 4:00 PM	16 Fiscal Oversight Committee Virtual Meeting – 4:00 PM	17	18	19
20 President's Day	21	22 CSB Board Meeting – 5:00 PM	23	24	25	26
27	28					

**Board Review, Action, or Information:**

- 

**Events of Interest:**

- School Board adopts FY 2024 Advertised Budget
- Joint County/Schools Budget Committee Meeting to discuss FY 2024 budget and tax rate

\*SDOC meets on the 2nd Wednesday of every even month



# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# March 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Executive Committee Meeting – 4:00 PM	16 Fiscal Oversight Committee Meeting – 4:00 PM	17	18	19
20	21	22 CSB Board Meeting – 5:00 PM	23	24	25	26
27	28	29	30	31		

**Board Review, Action, or Information:**

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**Events of Interest:**

- Board of Supervisors (BOS) advertises FY 2024 tax rates

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# April 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11	12 *Service Delivery Oversight Committee Meeting – 5:00 PM	13	14	15	16
17	18	19 Compliance Committee Meeting – 4:00 PM Executive Committee Meeting – 4:30 PM	20 Fiscal Oversight Committee Meeting – 4:00 PM	21	22	23
24	25	26	27	28	29	30

**Board Review, Action, or Information:**

- Appointment of CSB Officer Nominating Committee (A)
- Board of Supervisors FY 2024 Advertised Budget Public Hearings – CSB Testimony (R)

**Events of Interest:**

- Board of Supervisors (BOS) Markup of County FY 2024 Budget
- VACSB Development & Training Conference
- May 2023 CSB Spirit of Excellence and Honors Awards
- Updated FY 2023 CSB Fee Schedule included in the Board of Supervisors May Meeting Agenda

**\*SDOC meets on the 2<sup>nd</sup> Wednesday of every even month**

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# May 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17 Executive Committee Meeting – 4:00 PM	18 Fiscal Oversight Committee Meeting – 4:00 PM	19	20	21
22	23	24 CSB Board Meeting – 5:00 PM	25	26	27	28
29	30	31				

**Board Review, Action, or Information:**

- Approval of FY 2024 Budget in Concept (A)
- Match Members with General Assembly Representatives for Outreach (A)
- Schedule Fall Outreach with General Assembly Legislators (A)
- Review of Legislative Talking Points (R)
- Board Carryover Actions (R)

**Events of Interest:**

- Board of Supervisors (BOS) Markup of County FY 2024 Budget
- Board of Supervisors (BOS) Carryover Approvals
- School Board adopts FY 2024 Budget

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# June 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 *Service Delivery Oversight Committee Meeting – 5:00 PM	15	16	17	18
19	20	21 Executive Committee Meeting – 4:00 PM	22 Fiscal Oversight Committee Meeting – 4:00 PM	23	24	25
26	27	28 CSB Board Meeting – 5:00 PM	29	30		

**Board Review, Action, or Information:**

- Approval of FY 2023 Budget in Concept (A)
- Match Members with General Assembly Representatives for Outreach (A)
- Schedule Fall Outreach with General Assembly Legislators (A)
- Review of Legislative Talking Points (R)
- Board Carryover Actions (R)

**Events of Interest:**

- Upcoming: Board of Supervisors (BOS) Carryover Approvals
- Upcoming: VACSB Public Policy Conference 2023

\*SDOC meets on the 2<sup>nd</sup> Wednesday of every even month

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# July 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4 Independence Day	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19 Executive Committee Meeting – 4:00 PM	20 Fiscal Oversight Committee Meeting – 4:00 PM	21	22	23
24	25	26 CSB Board Meeting – 5:00 PM	27	28	29	30

**Board Review, Action, or Information:**

- Election of CSB Board Officers (A)
- SDOC Associate Member Nominations and Appointment (A)
- Community Services Performance Contract Renewal (A)
- CSB Board Review of Human Services Issues Paper (R)

**Events of Interest:**

- FY 2024 Budget Year Begins
- Board of Supervisors (BOS) Meetings

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# August 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9 *Service Delivery Oversight Committee Meeting – 5:00 PM	10	11	12	13
14	15	16 Compliance Committee Meeting – 4:00 PM Executive Committee Meeting – 4:30 PM	17 Fiscal Oversight Committee Meeting – 4:00 PM	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**Board Review, Action, or Information:**

**Events of Interest:**

- Upcoming: VACSB Public Policy Conference
- Upcoming: Review of FY 2023 Budget

\*SDOC meets on the 2<sup>nd</sup> Wednesday of every even month

**FAIRFAX- FALLS CHURCH  
COMMUNITY SERVICES BOARD**

# September 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4 Labor Day	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 BOS Meeting *BAC Appts	20 Executive Committee Meeting – 4:00 PM	21 Fiscal Oversight Committee Meeting – 4:00 PM	22	23	24
25	26	27 CSB Board Meeting – 5:00 PM	28	29	30	

**Board Review, Action, or Information:**

- Approval to submit annual FYE 2023 Report (A)
- General Assembly Legislative Session (A)

**Events of Interest:**

- Board of Supervisors Carryover Approvals
- Upcoming: VACSB Public Policy Conference

\*BAC Appointments: Boards, Authorities, and Commissions

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# October 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11 *Service Delivery Oversight Committee Meeting – 5:00 PM	12	13	14	15
16	17	18 Executive Committee Meeting – 4:00 PM	19 Fiscal Oversight Committee Meeting – 4:00 PM	20	21	22
23	24	25 CSB Board Meeting – 5:00 PM	26	27	28	29

**Board Review, Action, or Information:**

- Begin Preparation for January 2024 CSB Testimony – Local General Assembly Hearings (R)
- Submission of Annual FYE Report to Board of Supervisors, Fairfax City, and Falls Church City

**Events of Interest:**

- VACSB Public Policy Conference
- Review and Prepare Board of Supervisors Legislative Priority Issues, VACBS, & Region II CSB Priorities

**\*\*SDOC meets on the 2<sup>nd</sup> Wednesday of every even month**



**FAIRFAX- FALLS CHURCH  
COMMUNITY SERVICES BOARD**

**November 2023**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7 Election Day	8 *Executive Committee Meeting – 4:00 PM	9 *Fiscal Oversight Committee Meeting – 4:00 PM	10 Veteran's Day	11	12
13	14	15 *CSB Board Meeting – 5:00 PM	16	17	18	19
20	21	22	23 Thanksgiving Holiday	24 Thanksgiving Holiday	25	26
27	28	29	30			

**Board Review, Action, or Information:**

- CSB Board Meeting Schedule Approval (A)
- Identify CSB speakers, priorities & prepare testimony for January 2024 Hearings (R)
- FY 2024 CIP Budget (I)

**Events of Interest:**

- Review and Prepare Board of Supervisors (BOS) Legislative Priority Issues, VACSB & Region II CSB Priorities
- Upcoming: VACSB Legislative Conference

**\*Meeting schedule date change to accommodate holiday schedule**

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# December 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5 BOS Meeting *BAC Appts	6 **Service Delivery Oversight Committee ***Meeting- 5:00 PM	7	8	9	10
11	12	13 **Compliance Committee Meeting – 4:00 PM **Executive Committee Meeting – 4:30 PM	14 **Fiscal Oversight Committee Meeting – 4:00 PM	15	16	17
18	19	20	21	22 Christmas Eve (½ Day)	23	24
25	26	27	28	29 New Year's Day Observed	30	31

### Board Review, Action, or Information:

- Finalize Testimony: January 2024 State Budget Hearings (R)
- FY 2024 CIP Budget (I)

**\*BAC Appointments: Boards, Authorities, and Commissions**

**\*\*Meeting schedule date change to accommodate holiday schedule**

**\*\*\*SDOC meets on the 2<sup>nd</sup> Wednesday of every even month**

### Events of Interest:

- Upcoming: House Appropriations-Senate Finance Committee's Public Hearings on Budget (January 2024)
- Upcoming: Fairfax County Delegation's Pre-General Assembly Public Hearing (January 2024)
- Review Governor's Proposed Budget
- Upcoming: VACSB Legislative Conference January 2024

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# January 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15 Martin Luther King, Jr Holiday	16	17 Compliance Committee Meeting – 4:00 PM Executive Committee Meeting – 4:30 PM	18 Fiscal Oversight Committee Meeting – 4:00 PM	19	20	21
22	23	24 CSB Board Meeting – 5:00 PM	25	26	26	28
29	30	31				

**Board Review, Action, or Information:**

**Events of Interest:**

# FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

# February 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	6	7 *Service Delivery Oversight Committee Meeting – 5:00 PM	8	9	10	11
12	13	14 Compliance Committee Virtual Meeting – 4:00 PM Executive Committee Virtual Meeting – 4:30 PM	15 Fiscal Oversight Committee Virtual Meeting – 4:00 PM	16	17	18
19 President's Day	20	21 CSB Board Meeting – 5:00 PM	22	23	24	25
26	27	28	29			

**Board Review, Action, or Information:**

**Events of Interest:**