

Fairfax-Falls Church Community Services Board
Executive Committee
March 20, 2019

The Executive 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 Bettina Lawton, Vice Chair; Gary Ambrose; Captain Basilio ‘Sonny’ Cachuela, Jr.; Ken Garnes; Edward Rose; and Jane Woods

The following Committee members were absent: Suzette Kern, Chair;

The following staff was present: Daryl Washington, Mike Goodrich, and Lyn Tomlinson

1. Meeting Called to Order

The meeting was called to order at 5:12 p.m.

2. Approval of the Minutes

Edward Rose made a motion for approval of the January 16, 2019 Executive Committee minutes as presented, which was seconded and passed.

3. Adoption of the Executive Committee Agenda

As no revisions were offered for the March 2019 Executive Committee meeting agenda, it was accepted as presented.

4. Director’s Report

Daryl Washington provided an update to recent activities involving the jail that include:

- A recent meeting with the Sheriff to address MOU/BAA (Memorandum of Understanding/Business Associate Agreement) concerns that have been lingering, determined a BAA to be unnecessary, reaching agreement to move forward with the MOU.
- Efforts to fill nine vacancies at the jail have resulted in three new staff starting Monday March 25th, three hiring packets have been submitted to Human Resources and are pending approval to send offer letters and, three additional staff are in the hiring process.
- Beginning with the April Fiscal Oversight Committee meeting, the CSB Organization Chart will be re-added to the meeting materials to further illustrate hiring efforts.
- Noting ongoing efforts to address previously expressed concerns with prescribing medication in the jail, CSB Medical Director Dr. Colton Hand is currently working to identify a ‘best fit’ from current medical staff. Mr. Washington confirmed weekly updates will be provided to the Sheriff.

Lyn Tomlinson provided some additional updates, including:

- Board members were encouraged to attend the CSB Spirit of Excellence Awards on April 4th at the Government Center.
- The Engagement Survey has closed, and the results are under review, following which an action plan will be developed.

- Reporting receipt of a SAMHSA (Substance Abuse and Mental Health Services Administration) document titled: Principles of Community-based Behavioral Health Services for Justice-involved Individuals: **A Research-based Guide: A bridge to the possible**; it was noted that Marissa Farina-Morse, and 2nd Lt. Redic Morris and Captain Anthony Shobe, both with the Sheriff's Office, were included in the Acknowledgements section.
- Addressing ongoing recruitment and retention concerns, executive staff has implemented welcome calls to new employees within the first 30-days of hire, noting that follow up calls will be placed at 60 to 90 days post hire.
- Offering a reminder that the Governor recently announced that Same Day Access is available at all Virginia CSBs, an update to STEP-VA implementation efforts was provided:
 - A reminder that this CSB has provided Same Day Access for some time, noting that the requirement to provide follow up services within the first 10-days following assessment remains a priority goal of the CSB.
 - Additional efforts include staff involvement with development of definitions for Crisis Services and Outpatient. Involved staff include Ms. Tomlinson, Barbara Wadley-Young, Abbey May, and Eileen Bryceland, Service Director with BHOP (Behavioral Health Outpatient), as well as Daryl Washington at the state level.
- Billing concerns recently discussed at the March Fiscal Oversight Committee involve un-collected monthly revenue of approximately \$400K. Concerted efforts are underway to identify corrective procedures for recovery of this un-collected revenue as well as efforts to maximize revenue going forward.
- Donna Chittum was recently hired in the position of Recruiter. She will be attending Job Fairs beginning in April, accompanied by some seasoned clinical staff.
- Members were invited to stop by the Pennino building and take a tour of the new 8th floor cubicle configuration that has provided a number of new work spaces.
- A reminder of the upcoming VACSB (Virginia Association of Community Services Boards) conference scheduled for May 1-3, 2019 was offered, noting that the May Conference traditionally has a clinical focus. This year's conference is titled Enhancing Services, Impacting Lives.

5. CSB Board Agenda

Following review, the March 2019 CSB Board meeting agenda was accepted as presented.

6. Matters of the Executive Committee

A. *Behavioral Health Oversight Committee (BHOC):*

Gary Ambrose provided a brief overview of the March meeting highlighting the following:

- Associate Members were provided a brief update to the Ad Hoc Partner Feedback Workgroup meetings confirming that the Associate Members would be included in follow-up activities. Members provided positive feedback, expressing gratitude that this outreach had been offered,
- A member of the community attended to provide information on Shatterproof, an addiction advocacy organization. Associate membership was extended for the organization.

- Captain Jaime Popik with the Sheriff's Office provided an overview of programs provided in the jail including the STAR (Striving To Achieve Recovery) program,
- Associate Member updates were provided by Wendy Gradison with PRS (Psychiatric Rehabilitation Services), Heather Peck with LMECC (Laurie Mitchell Empowerment and Career Center), Lisa Goodwin with RPSV (Recovery Program Services of Virginia), Bill Taylor with Concerned Fairfax, and Lauren Goldschmidt with ServiceSource.
- Lyn Tomlinson provided staff updates.

The next BHOC meeting is scheduled Wednesday, April 10, 2019, at 5:00 p.m. at the Merrifield Center, Level 1-Room 1-308 A/B, West.

B. Compliance Committee:

As the Compliance Committee had just convened, no update was provided.

The next meeting of the Compliance Committee is Wednesday, April 17, 2019, at 4:00 p.m. at the Merrifield Center, Level 1-308A/B, West.

C. Developmental Disability (DD) Committee:

Jane Woods, noting there was no meeting was scheduled for March as the Committee meets in the even months, provided an update to recent activities, some highlights of which include:

- Associate Members have expressed positive feedback at their increased inclusion with the Committee.
- Great excitement at the scheduled legislative agenda for the June meeting.
- A WIN workgroup meeting was just held on March 18 with tremendous community involvement.

The next meeting of the Developmental Disabilities Committee is Wednesday, June 12, 2019 at 5:00 p.m. at the Merrifield Center, Level 1-308A/B, West. Please note the change to the date and time as the BHOC and DD Committee will meet jointly in June.

D. Fiscal Oversight Committee:

Captain Basilio 'Sonny' Cachuela, Jr., provided highlights of the March meeting to include:

- A budget update to include projections will be provided at the April 19th meeting.
- Referring to the earlier report on the uncollected revenue, Captain Cachuela confirmed that staff would provide regular updates to the Fiscal Oversight Committee and both Tisha Deeghan and Joe Mondoro/DMB (Department of Management and Budget).
- Other updates included the advertised tax rate remained unchanged, a reported 113 General Merit Vacant positions, a televised interview on the STAR program, noted previously in the BHOC report, can be viewed on the Sheriff's Facebook page and Twitter account, the Time to Treatment reports were provided, and it was confirmed that the CSB Board budget testimony is scheduled to be presented on April 11th.

The next meeting of the Fiscal Oversight Committee is Friday, April 19, 9:00 a.m., at the Pennino Building, Room 836A.

E. *Other Matters:*

Jane Woods announced a save-the-date for SPAN (Suicide Prevention Alliance of Northern Virginia), reporting an all-day event on Halloween at INOVA with a focus on older adults and youth suicide prevention.

Ms. Woods, referring to the Lock and Talk initiative, reported joining the initiative and making trigger locks and lockable medication planners available in support of suicide prevention.

Bettina Lawton offered a reminder that CSB Board budget comments are being drafted for submission to the Human Services Council in April.

Bettina Lawton inquired whether there was any need for a closed session. As no issues were raised, it was determined that there was no need for a closed session.

There being no further business to come before the Executive Committee, the meeting was adjourned at 5:45 p.m.

Actions Taken –

- The February 2019 Executive Committee meeting minutes were approved.
- The March Executive Committee agenda was accepted as presented.
- The March CSB Board agenda was accepted as presented.
- An update on WIN implementation was requested for the March CSB Board meeting.

April 17, 2019

Date Approved



Staff to the Board