

CSB Fiscal Oversight Committee Virtual Meeting Minutes

March 18, 2021

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

Members in Attendance:

In-Person: Chair, Jennifer Adeli; Karen Abraham; Andrew Scalise; Daniel Sherrange; and Sandra Slappey

Remote: Captain Derek DeGeare (Loudoun County)

Members Absent: Bettina Lawton

Staff: Daryl Washington, Lyn Tomlinson, and Jessica Burris

1. Meeting called to order.

The meeting was called to order at 4:02 p.m.

2. Matters of the Public

None were presented

3. Amendments to the meeting agenda

Acknowledging no forthcoming amendments, the agenda was accepted as presented.

4. Review of meeting minutes

The November 12, 2020 meeting minutes were offered for review. Daniel Sherrange made a motion to approve the minutes as presented, which was seconded and approved.

5. Administrative Operations Report

Daryl Washington provided an overview of recent administrative activities, the highlights of which included:

- All CSB sites continue to be open and operating
- The number of CSB staff testing positive for COVID-19 is 82 with 81 staff having returned to work.
- The renovation of the crisis stabilization facility is anticipated to be complete in April. Services and staff are anticipated to move back to the 16-bed facility by the end of the month. This move will also resume capacity at two residential substance use treatment centers with staff from A New Beginning (ANB) moving from Crossroads back to ANB.
- A reminder was offered that STEP-VA (System Transformation Excellence and Performance) is a statewide initiative of nine core services to be provided by all Virginia CSB's. Members were encouraged to review the STEP-VA literature provided in the meeting materials. Efforts to establish a regional call center were highlighted.

6. Clinical Operations Report

Lyn Tomlinson provided the clinical operation update, including:

CSB Fiscal Oversight Committee Virtual Meeting Minutes

March 18, 2021

- The recently revised quarterly reports for individuals served daily and time to treatment charts were reviewed. A slight decrease for wait times in residential substance abuse treatment was reported. While an overall increase in wait times for behavioral health outpatient was also reported. This increase was further impacted by an increase in individuals seeking services. It was further noted that most individuals are requesting screening via telehealth. Ms. Tomlinson confirmed that staff vacancies continue to be the primary impact.
- Members were encouraged to consider the data provided and determine if any changes to the data may be wanted.

7. Financial Status

Jessica Burris provided an overview of the financial reports, some highlights included:

A. *Modified Fund Statement*

- Noting no significant changes, Ms. Burris confirmed that this report does not yet include the realignment of approximately \$4.5M from Operating to Compensation & Fringe discussed at previous meetings. The next statement will include revised projections related to the end of the third quarter. Members were asked to consider the current reports and data provided and determine if additional or alternative data may be more useful.

B. *Variable Revenue Report*

- Variable revenue has increased following improved monitoring and processing of claims for the larger insurance payers including Anthem, Aetna, Kaiser, and Magellan.

8. Human Resources (HR) Update

Daryl Washington provided highlights of the HR update report. It was confirmed that various options to address concerns with recruitment and retention are being considered. These include bonuses for referral, retention, and sign on (newly proposed). Additional matters of concern include streamlining the internal hiring and onboarding process. Proposed solutions include contracting with HR firms.

Daniel Herr has accepted the position of CSB Deputy Director for Administrative Operations. His start date is Monday, March 29, 2021

There being no further business to come before the Board, the meeting was adjourned at 5:39 p.m.

Action Items/Responsible Party Required Prior to Next Meeting:

CSB Staff: The Committee requested data on suicides/overdoses be added to the clinical operations reports.

CSB Staff: The Committee requested to add tracking of individuals during time to treatment including the number of individuals who may drop off the wait list.

CSB Staff: The Committee requested reporting for individuals on the DD wait list to include individuals by priority category, length of time, and variance from norms.

CSB Fiscal Oversight Committee Virtual Meeting Minutes

March 18, 2021

CSB Staff: The Committee requested updates to the contracting/directly provided recruitment and retention efforts.

Issues to Communicate to CSB Board:

Agenda Items for Next Meeting:

Next Scheduled Fiscal Oversight Committee meeting

Thursday, April 15, 4:00 p.m.

Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA

Room 3-314, West

April 15, 2021

Date Approved



Clerk to the Board