



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

Will be held electronically due to the COVID-19 pandemic

Bettina Lawton, Chair

Wednesday, June 16, 2021, 4:30 p.m.

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

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+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

Meeting ID: [916 6158 4878](#) • Passcode: **871080**

MEETING AGENDA

- | | | |
|---|------------------------------|-----------|
| 1. Meeting Called to Order | Bettina Lawton | 4:30 p.m. |
| 2. Roll Call and Audibility | Bettina Lawton | |
| 3. Preliminary Motions | Bettina Lawton | |
| 4. Matters of the Public | | |
| 5. Amendments to the Meeting Agenda | Bettina Lawton | |
| 6. Approval of the May 2021 Cmte Mtg Draft Minutes | | |
| 7. Directors Report | Daryl Washington | |
| 8. Review of the June 23, 2021 CSB Bd. Mtg. Agenda | | |
| 9. Matters of the Executive Committee | | |
| A. Service Delivery Oversight Committee | Sheila Jonas/Garrett McGuire | |
| B. Compliance Committee | Bettina Lawton | |
| C. Fiscal Oversight Committee | Jennifer Adeli | |
| D. Other Matters | | |
| • Review of CSB Board Policy #1600 | Sheila Jonas | |
| 10. CSB Board Annual Planning Calendar | | |

Closed Session: Discussion of a personnel matter as permitted by Virginia Code Section 2.2-3711(A)(1).

- 11. Adjourn**

Fairfax-Falls Church Community Services Board
Executive Committee Virtual Meeting Minutes
May 19, 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.

The following Committee members were present Bettina Lawton (Vienna), Chair; Jennifer Adeli (Great Falls); Sheila Coplan Jonas (Dewey Beach DE); and Garrett McGuire (Alexandria)

The following Committee members were absent:

The following staff was present: Daryl Washington, Daniel Herr, and Lyn Tomlinson

1. Meeting Called to Order

The meeting was called to order at 4:30 p.m.

2. Roll Call and Audibility

Ms. Lawton 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. Ms. Lawton passed the virtual gavel to CSB Board Vice Chair Garrett McGuire 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 Sheila Jonas and passed unanimously.

3. Preliminary Motions

CSB Board Chair Bettina Lawton 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: 91513941026 and Passcode 736925. Motions were seconded by Garrett McGuire and unanimously approved.

Ms. Lawton 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 Garrett McGuire and unanimously passed.

4. Matters of the Public.

None were offered.

5. Adoption of the Executive Committee Agenda

The May 19, 2021 Executive Committee meeting agenda was presented for review, following which, the agenda was accepted as presented.

6. Approval of the Minutes

The April 21, 2021 Executive Committee minutes were distributed for review. Following which, Sheila Jonas made a motion for approval of the minutes as presented, which was seconded Garrett McGuire and approved.

7. Director's Report

Daryl Washington provided an overview of recent agency activities:

- A reminder was offered that as of May 1, 2021, Support Coordinators are providing face-to-face Developmental Disability services, noting that services are required to be delivered at the individual's home or place of business/day program. Employment & Day services are phasing in face-to-face service delivery.
- At the May 11th joint meeting of the CSB Board and the Board of Supervisors (BOS) some BOS members expressed interest in prevention and treatment actions related to the increase of opioid use. In response, the Opioid Task Force is developing a NIP (Not in Package) memo for the BOS that will be shared with the CSB Board once finalized. Some information that will be included in the NIP is prevention information, plans for continued outreach and encouragement to accept in-patient treatment (contract bed space), Narcan/REVIVE! Training, non-duplicative case data, and details of collaborative prevention measures with Fairfax County Public Schools (FCPS).
- Noting some concern at the legalization of marijuana in Virginia, it was clarified that marijuana use will not be tolerated and will be managed like tobacco and alcohol use.

An update to COVID related activities in Virginia included:

- Recent changes at the CDC and the lifting of some restrictions in Virginia were acknowledged, noting that the County is keeping all restrictions in place. In response to a request to provide recommendations for telework vs. direct service mix related to service delivery and return to work, the CSB is developing a report. The recommendations will differentiate between type of location and service delivery.
- It was noted that this is also an opportunity to address county efforts to vacate leased space and possibly realize some cost savings and efficiencies.
- Additional guidance for staff returning to work on-site is anticipated.
- In observance of the relaxation of mandates and decreasing COVID cases, the Health Department has been consulted for guidance regarding relaxation of safety protocols, e.g., screening of individuals, reduced capacity to address physical distancing at residential programs.
- The first survey thorough HSD Metrics was sent the previous week to all employees who terminated employment from January to April. It was clarified that it typically takes 60 days for meaningful data to be received. The next survey will be sent to recent hires.

- CSB Human Resources and Finance are developing a salary compression analysis for some core job specifications including Case Managers, licensed staff, and Support Coordinators (466 staff) with a goal of salary modification. Based on the results, supervisors may also be included in the analysis (100 staff). It is anticipated that some county support will be needed to implement the identified modifications noting that guidance is expected from DMB (Department of Management and Budget) and the BOS. Updates will be provided to the CSB Board as events occur.
 - Mr. Washington confirmed that the VACSB (Virginia Association of Community Service Boards) will be releasing an RFP (Request for Proposal) to conduct a statewide assessment of salaries for all Virginia CSB job classes. The assessment is anticipated to take approximately six months.
- Mr. Washington provided information on three grant opportunities that will be added to the May 26, 2021 CSB Board Meeting agenda. Highlights include:
 - *CIT Assessment Site Expansion* – provides funds to hire permanent staff for this site/program at the MCRC (Merrifield Crisis Response Center).
 - *Forensic Discharge Planning* – provides funding for additional resources for individuals discharging from the Adult Detention Center (ADC)
 - *Study of Co-responder Model Partnership with (grant applicant) GMU (George Mason University)* - the CSB will partner with GMU, if awarded the grant, in the study of co-responder models. The funding is anticipated to offset costs for four to five full-time CSB staff to work with the co-responder models prior to involvement in round two of the Marcus Alert Bill that is expected to provide approximately \$600K. This effort will also involve negotiation with County Human Resources and DMB, and collaboration with Fairfax County Police and the Sheriff’s Office. Members were encouraged to attend the Diversion First Stakeholders meeting on May 24 where the Marcus Alert Bill will be a primary discussion topic.
- STEP-VA plans for Peer Services have been approved. The Veteran’s services plan has been submitted; the response is anticipated for next week. Development of the plan for Outpatient expansion is underway as the parameters were only recently received. Additionally, Human Resources is working to identify positions for this expansion in preparation of plan approval. Further updates will be provided at the June 2021 CSB Board meeting.
- The RFP for staffing of the Regional Crisis Call Center Platform is anticipated to be released by the end of May 2021.
- Daryl Washington and Jean Post recently concluded negotiations with the Department of Behavioral Health and Developmental Services (DBHDS) to revise a CSPC (Community Services Performance Contract) Exhibit D to operate a residential step-down home with Gateway Homes. Receipt of the revised Exhibit is anticipated soon.

8. CSB Board Agenda

The May 26, 2021 CSB Board Meeting agenda was presented for review. Several revisions were offered to the agenda including removal of the Legislative Report and the addition of two Action Items and one Information Item. Following these revisions, the agenda was accepted as revised.

9. Matters of the Executive Committee

A. *Service Delivery Oversight (SDOC) Committee:*

Garrett McGuire offered a reminder that the next meeting will be a virtual meeting on Wednesday June 9, 2021 at 5:00 PM.

B. *Compliance Committee:*

Noting the committee had just met, no report was provided.

The next meeting of the Compliance Committee is Wednesday, June 16, 2021, 4:00 p.m. Due to recent changes to COVID requirements, CSB Board discussion will determine the format of the June 2021 CSB Board and Committee meetings.

C. *Fiscal Oversight Committee:*

Jennifer Adeli offered a reminder that the June meeting was scheduled for the next day.

The next meeting of the Fiscal Oversight Committee is Thursday, May 20, 2021 beginning at 4:00 p.m. at the Merrifield Center, Room 3-314, West.

D. *Other Matters:*

Bettina Lawton provided a brief overview of the joint CSB Board and BOS meeting on May 11, 2021. Highlights included:

- There was a request from BOS Chair Jeff McKay for a copy of the critical vacancies list that is provided at the Fiscal Oversight Committee meeting.
- Following discussion of the challenges related to recruitment, hiring, and retention it was recommended that the County Department of Human Resources and other county agencies work together to improve hiring and retention practices. It was noted that Supervisors Herrity and Palchik were vocally supportive. Ms. Lawton requested notice of any follow up actions to this matter.
- There was some discussion of the anticipated cost of the Marcus Alert bill. It was further that Supervisor Walkinshaw had expressed interest in this topic.

10. CSB Board Annual Planning Calendar

The updated calendar was reviewed. It was noted that the Fiscal Oversight Committee conflicts with Veteran's Day on November 11, 2021. A reminder was offered to reschedule the meeting for that month as November nears. Acknowledging no further recommendations were forthcoming, the calendar was accepted as presented.

CLOSED SESSION

At 5:16 p.m. Sheila Jonas offered a motion to meet in closed session for discussion of a personnel matter as permitted by Virginia Code Section 2.2-3711(A)(1) which was seconded by Garrett McGuire and passed.

CERTIFICATE OF CLOSED SESSION

The Board reconvened the open session at 5:25 p.m. following which a motion was offered by Sheila Jonas, certifying to the best of the Board's knowledge that only public business matters lawfully exempted from open meeting requirements prescribed by the Virginia Freedom of Information Act and only such public business matters identified in the motion to convene a closed meeting, were heard, discussed or considered by the Community Services Board in closed session. The motion was seconded by Garrett McGuire, and unanimously passed,

There being no further business to come before the Committee, the meeting was adjourned at 5:28 p.m.

Actions Taken –

- The April 21, 2021 Executive Committee meeting minutes were approved.
- The May 19, 2021 Executive Committee agenda was accepted as presented.
- The May 26, 2021 CSB Board agenda was approved as presented.
- The CSB Board Annual Planning Calendar was accepted as presented.

Date Approved

Clerk to the Board

DRAFT



Community Services Board

FAIRFAX-FALLS CHURCH CSB BOARD MEETING

Bettina Lawton, Chair

Merrifield Center, 8221 Willow Oaks Corporate Drive, Room 3-314, West, Fairfax, VA 22031

Wednesday, June 23, 2021, 5:00 p.m.

Live audio of the meeting may be accessed by dialing:

+1 301 715 8592 US (Washington DC) +1 669 900 9128 US (San Jose) +1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma) +1 312 626 6799 US (Chicago) +1 346 248 7799 US (Houston)

Meeting ID: 927 9285 2431 • Passcode 626360

MEETING AGENDA

- | | | |
|---|--------------------------------|-----------|
| 1. Meeting Called to Order | Bettina Lawton | 5:00 p.m. |
| 2. Matters of the Public | Bettina Lawton | |
| 3. Amendments to the Meeting Agenda | Bettina Lawton | |
| 4. Approval of the May 26, 2021, CSB Board Meeting Draft Minutes | Bettina Lawton | |
| 5. Director's Report | Daryl Washington | |
| A. Services Update | | |
| B. COVID-19 Update | | |
| C. Other Updates | | |
| 6. Matters of the Board | | |
| 7. Committee Reports | | |
| A. Service Delivery Oversight Committee | Sheila Jonas & Garrett McGuire | |
| B. Compliance Committee | Bettina Lawton | |
| C. Fiscal Oversight Committee | Jennifer Adeli | |
| D. Other Reports | | |
| 8. Information Item | | |
| A. Review of Human Services Issues Paper | Linda Mount | |
| 9. Action Items | | |
| A. Election of FY22 CSB Board Officers | Bettina Lawton | |
| B. Appointment of SDOC Associate Member Nominations | Sheila Jonas | |
| C. Approval of CSB Board Policy #1600 | Sheila Jonas | |
| D. FY 2022 and FY 2023 Community Services Performance Contract | Linda Mount | |
| E. Grant Item | Georgia Bachman | |
| F. Grant Item | Georgia Bachman | |

Closed Session: Discussion of a personnel matter as permitted by Virginia Code Section 2.2-3711(A)(1) and consultation with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, as permitted by Virginia Code Section 2.2-3711(A)(8).

10. Adjournment

Meeting materials are posted online at www.fairfaxcounty.community-services-board/board/archives or may be requested by contacting Erin Bloom at 703-324-7827 or at erin.bloom@fairfaxcounty.gov

Policy Number: 1600
Policy Title: CSB Board Member
Participation in Meetings by
Electronic Communication
Date Adopted: ~~January 27, 2021~~ TBD

Purpose

The purpose of this policy is to provide guidance for the members of the CSB Board who request electronic attendance at a meeting of the CSB Board or a Standing Committee.

Policy

This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.2 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2(A)(3).

Definitions

1. **“Board”** means the Fairfax – Falls Church Community Services Board and its standing and Ad Hoc committees.
2. **“Member”** means any member of the CSB Board.
3. **“Remote participation”, “remotely participate”, or “participate remotely”** means participation by a member of the CSB Board via telephonic, video, or other audio or combined audio and video electronic communication method where the member is not physically assembled with the other members of the CSB Board.
4. **“Meeting”** means a meeting as defined by Va. Code § 2.2-3701.
5. **“Notify” or “notifies,”** for purposes of this policy, means actual notice, including, but not limited to, email, text, telephone, or in-person notice.

Mandatory Requirements

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

1. A quorum of the CSB Board must be physically assembled at the primary or central meeting location; and
2. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.

Process to Request Remote Participation

1. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the CSB Board Chair (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to ~~disability, medical condition, or personal matter. If the absence is due to a personal matter, then the individual must provide an explanation~~ (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance or (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance or (iii) a personal matter and identifies with specificity the nature of the personal matter.
2. On or before the day of a meeting of a Standing or Ad Hoc Committee, and at any point before the meeting begins, the requesting member must notify the CSB Board Chair and the CSB Committee Chair that they are unable to physically attend a meeting due to a personal matter or a temporary or permanent disability or other medical condition that prevents their physical attendance at the meeting.
3. The requesting member shall also notify the County staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.
4. Remote participation due to a personal matter is limited ~~to two times per calendar year~~ each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely due to a temporary or permanent disability or other medical condition or that of a family member that requires the member to provide care.
5. The requesting member is not obligated to provide independent verification regarding the ~~reason that they are not able to physically attend the meeting~~ temporary or permanent disability or other medical condition or the family member's medical condition that prevents their physical attendance at the meeting.
6. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

Process to Confirm Approval or Disapproval of Participation from a Remote Location

When a quorum of the CSB Board has assembled for the meeting, the Board shall vote to determine whether:

1. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and
2. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

Recording in Minutes

1. If the member is approved to participate remotely due to a disability or other medical condition, or a family member's medical condition that requires the member to provide

care to the family member the CSB Board shall record in its minutes (1) the CSB Board’s approval of the member’s remote participation; and (2) the remote location from which the member participated.

2. If the member is approved to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as ~~whether this is the first or second meeting of the calendar year in which the member has participated remotely due to a personal matter~~how many times the member has attended remotely due to a personal matter, and the remote location from which the member participated.
3. If a member’s request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

Closed Session

If the CSB Board goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

Strict and Uniform Application of This Policy

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Approved: _____

~~January 27, 2021~~TBD

CSB Board Secretary

Date

References:

[Va. Code § 2.2-3708.2](#)

Virginia Freedom of Information Act (VFOIA), [Va. Code §§ 2.2-3700](#)—3715

[Va. Code § 2.2-3708.2\(A\)\(3\)](#)

Policy Adopted: ~~January 27, 2021~~TBD

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1. A quorum of the CSB Board must be physically assembled at the primary or central meeting location; and
2. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.

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1. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the CSB Board Chair (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance or (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance or (iii) a personal matter and identifies with specificity the nature of the personal matter.
2. On or before the day of a meeting of a Standing or Ad Hoc Committee, and at any point before the meeting begins, the requesting member must notify the CSB Board Chair and the CSB Committee Chair that they are unable to physically attend a meeting due to a personal matter or a temporary or permanent disability or other medical condition that prevents their physical attendance at the meeting.
3. The requesting member shall also notify the County staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.
4. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely due to a temporary or permanent disability or other medical condition or that of a family member that requires the member to provide care.
5. The requesting member is not obligated to provide independent verification regarding the temporary or permanent disability or other medical condition or the family member's medical condition that prevents their physical attendance at the meeting.
6. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

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2. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

Recording in Minutes

1. If the member is approved to participate remotely due to a disability or other medical condition, or a family member's medical condition that requires the member to provide care to the family member the CSB Board shall record in its minutes (1) the CSB Board's approval of the member's remote participation; and (2) the remote location from which the member participated.

2. If the member is approved to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as how many times the member has attended remotely due to a personal matter, and the remote location from which the member participated.
3. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

Closed Session

If the CSB Board goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

Strict and Uniform Application of This Policy

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Approved: _____
CSB Board Secretary

June 23, 2031
Date

References:

[Va. Code § 2.2-3708.2](#)

Virginia Freedom of Information Act (VFOIA), [Va. Code §§ 2.2-3700](#)—3715

[Va. Code § 2.2-3708.2\(A\)\(3\)](#)

Policy Adopted: January 27, 2021

Revision Adopted: June 23, 2021

Fairfax-Falls Church Community Services Board

JUNE 2021

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

Issues for Board Review, Action, or Information:

- **All In-Person Meetings Subject to Change Due to Covid-19 Status**
- Election of CSB Board Officers (A)
- SDOC Associate Member Nominations and Appointment (A)
- Community Services Performance Contract (CSPC) Approval to post for public comment (A)
- CSB Board Review of Human Services Issues Paper (R)

Events of Interest:

- Budget Carryover Due in July
- Board of Supervisors (BOS) Meetings

* BAC; Boards, Authorities, and Commissions

Fairfax-Falls Church Community Services Board

JULY 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 FY 2022 BEGINS	2	3
4	5 Independence Day	6	7	8	9	10
11	12	13 BOS Meeting	14	15 Fiscal Oversight Committee – 4PM	16	17
18	19	20	21 Compliance Cmte – 4PM Executive Cmte – 4:30 PM	22	23	24
25	26	27 BOS Meeting *BAC Appointments Public Comment	28 CSB Board Meeting – 5PM	29	30	31

Issues for Board Review, Action, or Information:

- Fiscal Year End CSB Report to BOS and Cities Preparation (R)
- CSB Board and Executive Committee Review and Approval of Human Services Issues Paper (A)
- Preparation for legislative advocacy begins
- Updated FY2022 CSB Fee Schedule goes into effect.

Events of Interest:

- FY 2021 Budget Carryover
- Board of Supervisors (BOS) Meetings

Fairfax-Falls Church Community Services Board

AUGUST 2021

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

Issues for Board Review, Action, or Information:

- Finalize/Approve Fiscal YE CSB Report to BOS and Cities (A)

Events of Interest:

- Upcoming: VACSB Public Policy Conference, Oct. 7-8, 2021
- Upcoming: Review of FY2022 Budget

Fairfax-Falls Church Community Services Board

SEPTEMBER 2021

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

Issues for Board Review, Action, or Information:

- [Approval of FY 2022 Budget in Concept \(A\)](#)
- [Match members w/Gen. Assy Rep, for Outreach](#)
- [Members Schedule Fall Outreach with GA Legislators \(R\)](#)
- [Review of legislative talking points \(R\)](#)
- [Board Carryover Actions \(R\)](#)

Events of Interest:

- [Board of Supervisors \(BOS\) Carryover Approvals](#)
- [Upcoming: VACSB Public Policy Virtual Conference, Oct. 7-8, 2021](#)
- [Possible Annual CSB Board Member Retreat](#)

* BAC; Boards, Authorities, and Commissions

Fairfax-Falls Church Community Services Board

OCTOBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
		BOS Meeting				
10	11	12	13	14	15	16
			Service Delivery Oversight Committee – 5PM (2 nd Wednesday bi-monthly)	Fiscal Oversight Committee – 4PM		
17	18	19	20	21	22	23
		BOS Meeting *BAC Appointments Public Comment	Compliance Cmte – 4PM Executive Cmte – 4:30 PM			
24	25	26	27	28	28	30
			CSB Board Meeting – 5PM			
31						

Issues for Board Review, Action, or Information:

- Outreach with General Assembly Legislators (R)
- Begin prep for January CSB Testimony – local Gen Assy Hearings,

Events of Interest:

- [VACSB Public Policy Virtual Conference, October. 7-8, 2021](#)
- [Review/Prepare Board of Supervisors \(BOS\) Legislative Priority Issues, VACSB, & Region II CSB Priorities](#)
- [Annual Wellness & Recovery Conference – TBD](#)

* BAC; Boards, Authorities, and Commissions

Fairfax-Falls Church Community Services Board

NOVEMBER 2021

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

Issues for Board Review, Action, or Information:

- CSB Board Meeting Schedule Approval (A)
- Continued outreach with General Assembly Legislators (R)
- Identify CSB speakers/priorities, & prepare testimony for Jan. 2022 Hearings (R)
- FY 2022 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 in January 2022

* Meeting Schedule has Changed to Accommodate Holiday Schedule

** Conflict in Meeting Schedule will be addressed as the meeting date nears

* BAC; Boards, Authorities, and Commissions

Fairfax-Falls Church Community Services Board

DECEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Service Delivery Oversight Committee – 5PM <i>(2nd Wednesday bi-monthly)</i>	2	3	4
5	6	7 BOS Meeting *BAC Appointments Public Comment	8 *Compliance Cmte – 4PM Executive Cmte – 4:30 PM	9 *Fiscal Oversight Committee – 4PM	10	11
12	13	14	15 *CSB Board Meeting – 5PM	16	17	18
19	20	21	22	23 Christmas Eve (1/2 Day)	24 Christmas Day	25
26	27	28	29	30	31 <i>New Year's Day Observed</i>	1/1

Issues for Board Review, Action, or Information:

- Finalize Testimony; Jan. 2022 State Budget Hearings in *early Jan.* (R)
- Visits with General Assembly Representatives (R)
- FY 2022 CIP Budget (I)

* Meetings moved up one week to accommodate Holiday Schedule

Events of Interest:

- Upcoming: House Appropriations-Senate Finance Committee's Public Hearings on Budget (early January)
- Upcoming: Fairfax County Delegation's Pre-General Assembly Public Hearing (early January)
- Review of Governor's Proposed Budget
- Upcoming VACSB Legislative Conference in January 2022

Fairfax-Falls Church Community Services Board

JANUARY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					12/31 New Year's Day	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 Martin Luther King, Jr. Holiday	18	19 Compliance Cmte Mtg – 4PM Executive Cmte Mtg – 4:30 PM	20 Fiscal Oversight Cmte Mtg – 4PM	21	22
23	24	25	26 CSB Board Meeting – 5PM	27	28	29
30	31					

Issues for Board Review, Action, or Information:

- [CSB Board Testimony before the House Appropriations – Senate Finance Committee – State Budget \(R\)](#)
- [CSB Board testifies before No. VA. Legislative Delegation \(R\)](#)
- [FY 2021 CSB CIP](#)

Events of Interest:

- [CSB Board Testimony before House Appropriations-Senate Finance Committee's Budget Public Hearings and Fairfax County Delegation's Pre-General Assembly Public Hearing](#)
- [VACSB Legislative Conference, January](#)
- [Board of Supervisors \(BOS\) Budget Committee Meetings](#)

Fairfax-Falls Church Community Services Board

FEBRUARY 2022

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

Issues for Board Review, Action, or Information:

- Preparation of Talking Points for County Advertised Budget Public Hearings (April 2022) continues.
- CSB Board reviews updated FY2023 CSB Fee Schedule (I)
- Possible Third Quarter Submission due to DMB (R)

Events of Interest:

- [Board of Supervisors \(BOS\) Budget Committee Meetings](#)
- [Release of FY 2023 Advertised County Budget by County Executive](#)
- [BOS Proclamation of March 2022 as DD Inclusion Month and pre-proclamation Reception – Government Center](#)

Fairfax-Falls Church Community Services Board

MARCH 2022

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

Issues for Board Review, Action, or Information:

- Identify CSB Board members for budget testimony (R)
- Prep for budget testimony & BOS Budget Public Hearings-April (R)
- Development of CSB input for Human Services Council 2022 budget testimony before the BOS (R)
- CSB Bd approval FY2023 CSB Fee Schedule submission to BOS

Events of Interest:

- [Board of Supervisors \(BOS\) Markup of County FY 2022 Budget](#)
- [VACSB Development & Training Virtual Conference, May 5-6, 2021](#)
- [2021 CSB Spirit of Excellence and Honors Awards](#)
- [Updated FY2022 CSB Fee Schedule Added to May BOS Meeting Agenda](#)
- [BOS FY 2022 Advertised Budget Public Hearings – CSB Testimony, \(R\)](#)

Fairfax-Falls Church Community Services Board

April 2022

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

Issues for Board Review, Action, or Information:

- Appointment of CSB Officer Nominating Committee (A)
- Initial discussion of possible Annual CSB Board Member Retreat (R)
- BOS FY 2023 Advertised Budget Public Hearings – CSB Testimony, (R)

Events of Interest:

- [Board of Supervisors \(BOS\) Markup of County FY 2023 Budget](#),
- [VACSB Development & Training Virtual Conference, May 2022](#)
- [2022 CSB Spirit of Excellence and Honors Awards](#),
- [Updated FY2022 CSB Fee Schedule Added to May BOS Meeting Agenda](#)

Fairfax-Falls Church Community Services Board

MAY 2022

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

Issues for Board Review, Action, or Information:

- Review of County Legislative Proposals in preparation for the Human Services Issue Paper
- Revised Fee Policy and Related Materials Presented to BOS for approval (effective July 1)

Events of Interest:

- [VACSB Development & Training Virtual Conference, May 2022](#)
- CSB Executive Director Evaluation due June
- [Board of Supervisors \(BOS\) Adoption of County FY 2023 Budget](#)

**Closed Session: CSB Exec Director Evaluation*

* BAC; Boards, Authorities, and Commissions

Fairfax-Falls Church Community Services Board

JUNE 2022

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

Issues for Board Review, Action, or Information:

- **All In-Person Meetings Subject to Change Due to Covid-19 Status**
- Election of CSB Board Officers (A)
- SDOC Associate Member Nominations and Appointment (A)
- Community Services Performance Contract (CSPC) Renewal (A)
- CSB Board Review of Human Services Issues Paper (R)

Events of Interest:

- Budget Carryover Due in July
- Board of Supervisors (BOS) Meetings

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