

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD  
COMPLIANCE COMMITTEE VIRTUAL MEETING MINUTES  
JUNE 15, 2022**

The Compliance 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 Garrett McGuire called the meeting to order at 4:00 PM.

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

**PRESENT:**           **BOARD MEMBERS:** COMMITTEE CHAIR GARRETT MCGUIRE (ALEXANDRIA, VA); JENNIFER ADELI (BETHANY BEACH, DE); MAJOR DEREK DEGEARE (LOUDON COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

**Also present:** Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, Director of Quality Improvement Joan Rodgers, County Attorney Cynthia Tianti and Acting Board Clerk Yalonda Robinson.

Committee Chair Garrett McGuire conducted roll call, as identified above, to confirm that a quorum of Board members was present and audible. Committee Chair Garrett McGuire passed the virtual gavel to Committee 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 Board Member Major Derek DeGeare and passed unanimously.

**Preliminary Motions**

Committee Chair Garrett McGuire 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: 844 4180 3902 and Passcode: 640059. Motions were seconded by Board Member Major Derek DeGeare and unanimously approved. Committee Chair Garrett McGuire made a final motion 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 Board Member Major 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 and no amendments were made.

**COMMITTEE CONSENSUS TO APPROVE AGENDA ITEM NO. 4**

**5. Approval of Minutes**

Meeting minutes of the May 18, 2022, Compliance Committee were provided for review.

**MOVED BY COMMITTEE MEMBER BETTINA LAWTON, SECONDED BY BOARD MEMBER MAJOR DEREK DEGEARE TO APPROVE AGENDA ITEM NO. 5.**

**6. Follow up items**

None were noted.

**7. Updates**

**A. Comply Track Reports**

- **Director of Quality Improvement Joan Rodgers** provided the Audit Action Plan Report, Corrective Action Plan Report, and the Education Reports.

**B. CSB Serious Incident (Level III) Report**

- **Director of Quality Improvement Joan Rodgers** provided the Serious Incident Report (SIR) Report for May 2022.

**8. Open Discussion**

Committee Chair Garrett McGuire shared that starting from July 2022, the Compliance Committee will be a part of the Executive Committee meeting.

**9. Adjournment**

Committee Member Major Derek DeGeare made the motion to adjourn the meeting at 4:27 PM.

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12/14/2022  
Date Approved

DocuSigned by:

*Sameera Awan*

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Clerk to the Board