

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
FISCAL OVERSIGHT COMMITTEE VIRTUAL MEETING MINUTES
MARCH 17, 2022**

The Fiscal Oversight 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 Jennifer Adeli called the meeting to order at 4:00 p.m.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (CITY OF FAIRFAX, VA)

ABSENT: BOARD MEMBERS: DIANA RODRIGUEZ; ANDREW SCALISE

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, Chief Financial Officer Paresh “Perry” Patel, Budget Team Manager Tom Young, Assistant Deputy Director Barbara Wadley-Young, Director of Analytics & Evaluation Linda Mount, Healthcare Systems Director Jennifer Aloï and Board Clerk Joseline Cadima.

Committee Chair Jennifer Adeli conducted a roll call with each CSB Fiscal Oversight Committee Member present, as identified above, to confirm that a quorum of Committee Members was present and audible. Committee Chair Jennifer Adeli passed the virtual gavel to Committee Member 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 Fiscal Oversight Committee present; this motion was seconded by Committee Member Captain Derek DeGeare and passed unanimously.

Preliminary Motions

Committee Chair Jennifer Adeli made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the CSB Fiscal Oversight Committee 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 Fiscal Oversight Committee and the

physical presence of the public, cannot be implemented safely or practically. A further motion was made that this CSB Fiscal Oversight Committee may conduct this meeting electronically through a video and web conferencing platform, that may be accessed via Meeting ID: 890 7155 4397 and Passcode: 882366. Motions were seconded by Committee Member Captain Derek DeGeare and unanimously approved. Committee Chair 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 Fiscal Oversight Committee's lawful purposes, duties, and responsibilities. The motion was seconded Committee Member Captain 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, no amendments were made.

MOVED BY COMMITTEE MEMBER DAN SHERRANGE, SECONDED BY COMMITTEE MEMBER CAPTAIN DEREK DEGEARE TO APPROVE AGENDA ITEM NO. 4.

AYES: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (CITY OF FAIFAX, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: DIANA RODRIGUEZ; ANDREW SCALISE

5. Approval of Minutes

Committee minutes for the February 17, 2022, Fiscal Oversight Committee Meeting were provided for review and revision.

MOVED BY COMMITTEE MEMBER DAN SHERRANGE, SECONDED BY COMMITTEE MEMBER BETTINA LAWTON TO APPROVE AGENDA ITEM NO. 5.

AYES: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (CITY OF FAIRFAX, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: DIANA RODRIGUEZ; ANDREW SCALISE

6. Administrative Operations Report

Deputy Director of Administrative Operations Daniel Herr shared news that changes to staff compensation occurred this past week, a mid-year adjustment was made, Developmental Disability Specialist Classes I-IV and the Behavioral Specialist Classes I up through the Manager Level were given a two S-Level increase, which is a 10% increase effective in their next paycheck. Nurses, Nurse Practitioners, and Physician Assistants were given a one S-Level Increase, which translates into a 5% increase (this is simply because they recently received a one S-Level Increase). The contract with Welligent was terminated, the Healthcare Systems Team has conducted research on over 30 vendors who could provide a viable software for the Electronic Health Record.

7. Clinical Operations Report

Deputy Director of Clinical Operations Lyn Tomlinson provided the staff report and an overview of the February 2022 Data Reports. Noted the temporary closing of the Partial Hospitalization and New Generations Programs, staff has been assigned to other programs that are gravely affected due to vacancies. There are currently 192 vacancies in the CSB, an all-time high at our agency. The Human Resources will begin to place generic ads instead of multiple ads for various positions, when conducting interviews staff from different programs will be present to see if the interviewee could serve best in their program.

Director of Analytics & Evaluation Linda Mount presented the staff report of the Clinical Reports.

8. Financial Status

Interim Financial Chief Officer Tom Young provided the staff report and an overview of the modified fund statement, variable revenue report, and expenditures-budget and actuals financial reports.

9. Open Discussion

None were raised.

10. Adjournment

COMMITTEE MEMBER DAN SHERRANGE MOVED TO ADJOURN THE MEETING AT 5:15 P.M.

AYES: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (CITY OF FAIRFAX, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

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ABSENT: BOARD MEMBERS: DIANA RODRIGUEZ; ANDREW SCALISE

04/21/2022

Date Approved

DocuSigned by:

Sameera Awan

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Clerk to the Board