

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
FISCAL OVERSIGHT COMMITTEE MEETING MINUTES
APRIL 20, 2023**

The CSB Fiscal Oversight Committee met in regular session at the Sharon Bulova Center, 8221 Willow Oaks Corporate Drive, Level 3, Room 3-314, West, Fairfax, VA 22031

1. Meeting Called to Order

Committee Chair Dan Sherrange called the meeting to order at 4:03 PM

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** COMMITTEE CHAIR DAN SHERRANGE; JENNIFER ADELI;
KAREN ABRAHAM; CAPTAIN DANIEL WILSON; BETTINA LAWTON; ANDREW
SCALISE; CLAUDIA VOLK

ABSENT: **BOARD MEMBERS:** SANDRA SLAPPEY-BROWN

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Deputy Director of Administrative Operations Jean Post, Chief Financial Officer Elif Ekingen, Director of Analytics & Evaluation Linda Mount, and Board Clerk Sameera Awan.

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.

UNANIMOUS CONSENT TO APPROVE AGENDA ITEM NO. 4

5. Approval of Minutes

Committee minutes for March 16, 2023, Fiscal Oversight Committee Meeting was provided for review and revision.

MOTION TO ADOPT MARCH 16, 2023, MEETING MINUTES AS AMENDED WAS MOVED BY COMMITTEE MEMBER KAREN ABRAHAM, SECONDED BY COMMITTEE MEMBER ANDREW SCALISE

MOTION TO ADOPT WAS APPROVED BY DAN SHERRANGE, CAPTAIN DANIEL WILSON. CLAUDIA VOLK ABSTAINED.

6. Administrative Operations Report

Deputy Director of Administrative Operations Jean Post provided the CSB Human Resources Vacancy Report and noted a slight drop from 125 to 116 vacancies due to an additional 500 merit grant positions. She mentioned the CSB's ongoing staffing shortages, noting a 15% vacancy rate in Administrative Operations.

Executive Director Daryl Washington provided the Caseload Capacity Report and explained various challenges to carrying a caseload with transitioning staff and new staff coming in.

7. Clinical Operations Report

Deputy Director of Community Living Barbara Wadley-Young provided the Adult Behavioral Health Outpatient BHOP Service Capacity Report and Support Coordination Service Capacity Report.

Deputy Director of Clinical Operations Lyn Tomlinson provided the Youth Time to Treatment and Support Coordination Service Capacity Report. She noted there were 115 orientations processed for individuals needing services and that the times and treatment numbers have vastly improved for youths and adults in the last 12 months.

Director of Analytics & Evaluation Linda Mount presented the CSB Status Report and Quarterly Performance Measures.

**Committee Member Bettina Lawton joined the meeting.*

8. Financial Status

Financial Chief Officer Elif Ekingen provided the staff report and an overview of the Modified Fund Statement and Expenditures-Budget vs. Actuals Financial Reports.

9. Information Item

Executive Director Daryl Washington requested approval for the Fairfax-Falls Church Community Services Board to apply for and accept Fiscal Year (FY) 2024 Congressionally Directed Spending from the Health Resources and Services Administration (HRSA) if funding is included in the final FY 2024 federal spending bill.

MOTION TO APPROVE AGENDA ITEM NO. 9A WAS MOVED BY COMMITTEE MEMBER ANDREW SCALISE, SECONDED BY COMMITTEE CHAIR DAN SHERRANGE.

THE MOTION WAS APPROVED UNANIMOUSLY.

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10. Adjournment

A motion to adjourn the meeting was made by Committee Member Bettina Lawton and seconded by Committee Member Karen Abraham. The motion was approved unanimously, and the meeting was adjourned at 5:15 PM.

May 18, 2023

Date Approved

DocuSigned by:

Sameera Awan

Clerk to the Board

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