FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD

Ken Garnes, Chair

Fairfax County Government Center
12000 Government Center Parkway
Conference Rooms 4 and 5
Fairfax, Virginia 22035

Wednesday, February 26, 2014
7:30 p.m.

1.	***Meeting Called to Order***	Ken Garnes	7:30 p.m.
2.	***Matters of the Public***		
3.	***Recognition***		
4.	***Amendments to the Meeting Agenda***	Ken Garnes	
5.	***Approval of the January 22, 2014 CSB Board Meeting Minutes***	Ken Garnes	
6.	***Matters of the Board***		
7.	***Executive Directors Report***	George Braunstein	
8.	***Committee Reports***		
	A. Fiscal Oversight Committee	Suzette Kern	
	• *FY2014 3rd Quarter Review*		
	B. Government and Community Relations Committee	Rob Sweezy	
	C. Intellectual Developmental Disability Committee	Lori Stillman	
	D. Substance Use Disorders/Mental Health Committee	Susan Beeman	
	E. Other Reports		
9.	***Information Item***		
	A. State Performance Contract Update	Daryl Washington	
	B. CSB Work Plan Review *(Handout)*	Daryl Washington	
10.	***Adjournment***		

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Fairfax-Falls Church Community Services Board

January 22, 2014

The Board met in regular session at the Fairfax County Government Center, 12000 Government Center Parkway, Conference Room 232, in Fairfax, VA.

The following CSB members were present: Ken Garnes, Chair; Gary Ambrose, Susan Beeman, Mark Gross, Kate Hanley, Suzette Kern, Juan Pablo Segura, Lori Stillman, and Spencer Woods. Jane Woods connected via phone.

The following CSB members were absent: Pam Barrett, Paul Luisada, Diane Tuininga, Rob Sweezy and Jeff Wisoff

The following CSB staff was present: George Braunstein, Daryl Washington, Belinda Buescher, Peggy Cook, Jean Hartman, Evan Jones and Jerome Newsome. Deputy County Executive Pat Harrison was also present.

1. Meeting Called to Order

   Ken Garnes called the meeting to order at 7:30 p.m.

2. Matters of the Public

   Jack Bruggeman with Parents and Associates of NVTC thanked the CSB Board for the testimony presented at the local budget hearings of the Virginia General Assembly regarding the relocation of individuals currently at the Training Centers. In addition, Mr. Bruggeman expressed concern with the recent presentation of Mary Ann Bergeron, Executive Director of the Virginia Association of Community Services Boards (VACSB) before a Senate Finance Committee in which she indicated success in placing individuals in the community, without citing specific case studies.

4. Approval of the Minutes

   Suzette Kern offered a motion for approval of the December 18, 2013 Board meeting minutes of the Fairfax-Falls Church Community Services Board which was seconded and passed.

5. Matters of the Board

   - A reminder was provided by Kate Hanley for Board members to file their financial disclosure statements.
   - Mark Gross requested Nancy Mercer be invited to an upcoming meeting to provide an overview of the Training Center transition from her perspective as she was recently appointed to assist in this area.

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6. Executive Directors Report

State Legislative Session:

- Highlighting the written report included in the Board agenda materials, George Braunstein also distributed a document with VACSB 2014 Budget Priority Funding Requests that includes the patrons of each amendment. It was noted a $3.2 million request for the housing pilot is being sponsored in both the House and Senate by Representative Hope and Senator Favola.
- An update provided by Jane Woods indicated the study of Medicaid funded transportation is moving forward, however, the final language will not be available for review until the last day of session. Efforts are underway to ensure the next transportation contract will be more representative of the needs including funding.
- It was pointed out that requested funding for individuals leaving the Training Centers was only introduced on the Senate side.
- The Virginia Governor's Mental Health Response to Crisis Task Force has held its initial meeting and determined the focus will be in four areas: 1) crisis response, 2) ongoing treatment and supports, 3) technical infrastructure, and 4) public safety. Kaye Fair, CSB Director of Emergency Services, is a member of the Task Force.

Board Retreat:

- In consultation with the CSB Chair, Vice Chair and Fiscal Oversight Committee Chair, it is being recommended to move the date of the Board retreat to March to allow sufficient time to establish an agenda as well as identify an external facilitator. During the discussion, it was recommended that resumes of potential facilitators be distributed to Board members to review and a draft agenda prepared for review at the February Board meeting.

State Performance Contract:

- Ms. Kern indicated that following notice at the January Fiscal Oversight Committee meeting of state payments being delayed that emanate from the Performance Contract, a full briefing was requested this evening.
- Mr. Braunstein provided background on the Performance Contract which is an agreement between the Virginia Department of Behavioral Health and Developmental Services (DBHDS) and each CSB to provide a level of services in the designated area and regularly report on those services based on a core taxonomy. In the late 1990s, the reporting process became automated and the software has evolved to extract data from various electronic sources.
- A review of events leading up to the current situation was provided that included 1) the conversion to the Credible electronic health record in 2012, 2) monthly automated extraction of data being transmitted to the state, 3) reporting issues unveiled in late 2012 and an interagency team created to identify and address some of the issues, 4) hiring of CSB senior staff over the summer and late fall of 2013 directly responsible for this area, and 5) ongoing discussions with DBHDS staff to develop a corrective action plan to satisfy the reporting mandates. While this latter stage continues with frequent dialogue between CSB and DBHDS staff, word was received in mid-January that the current and possibly upcoming state payments would be delayed, until such time as an acceptable corrective action plan was established.

- Since this notification, DBHDS has agreed to resume the payments with the understanding that the CSB is fully committed to resolving the data submission and there will be significant improvements in the end of year report, due August 2014. It was indicated the state has no interest in not providing or withholding the funding, but must be assured that effective corrective efforts are underway.
- Concern was expressed by Board members of these developments as well as not being made aware of the events until the January 17 Fiscal Committee meeting. It was indicated the Board should be apprised of any unmet state mandates and related improvement plans.
- Following further discussion, Gary Ambrose requested staff to submit a monthly report to both the Fiscal Oversight Committee as well as the full Board on the status in fully achieving the reporting requirements in the Performance Contract that clearly outlines the progress made as well as deficiencies in advancement during each reporting period.
- Juan Pablo Segura, noting his background as an internal auditor and experience working with electronic health management systems, offered to be the Board liaison with CSB staff in this effort and recommended the current focus center solely on the Performance Contract mandates. In addition, it was suggested to address separately, possibly in a different forum, the overall Credible project.

7. <u>Committee Reports</u>

A. *Fiscal Oversight Committee:*

Ms. Kern reported on the following:

- A positive yearend balance projection continues on target, and at the next meeting, an overview will be provided on options for surplus funding.
- In response to the next steps involving the Revenue Maximization consultant report, it was indicated Deputy County Executive Pat Harrison requested this information as one part of an information gathering effort and some aspects have fed into development of the CSB Work Plan. Concern was expressed with an absence in the report of recognizing services being provided to individuals without a means of reimbursement.
- The second quarter report to Board of Supervisors (BOS) is being prepared and will be forwarded in the next couple of weeks for review.

B. *Government and Community Relations Committee:*

No report was available.

C. *Intellectual Developmental Disability (IDD) Committee:*

- Lori Stillman reported the February meeting may be cancelled due to limited agenda items and will resume in March with a focus on the budget as well as self-directed services.
- February 25th has been designated as the date for proclamation of IDD month by the BOS. The ARC is coordinating the proclamation along with an early morning reception at the Government Center.

D. *Substance Use Disorders/Mental Health (SUDs/MH) Committee:*

Susan Beeman reported that a revised committee charter has been developed through a collaborative effort between CSB Board and Associate members and will be presented for action this evening. Additionally at the upcoming February meeting, the committee will focus on the priority population guidelines.

8. Action Item

Substance Use Disorders/Mental Health Committee Charter:

Following background provided on the development of an updated charter, Ms. Beeman offered a motion that the charter of the standing CSB Substance Use Disorders/Mental Health Committee be approved as presented. The motion was seconded and carried.

9. Closed Session

A motion for discussion of personnel matters pursuant to the Virginia Freedom of Information Act, Virginia Code §2.2-3711-A-1 was presented by Kate Hanley which was seconded and passed. A closed meeting was convened at 9:35 p.m.

10. Certificate of Closed Meeting

Following a motion, which was seconded and passed, it was certified that, to the best of the Board's knowledge, 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 during the closed meeting.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 10:40 p.m.

Action Taken--

- The December 2013 meeting minutes were approved.
- The SUDs/MH Committee Charter was approved.

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Date Staff to Board

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FAIRFAX-
FALLS CHURCH
COMMUNITY SERVICES BOARD

TO: Susan W. Datta
Chief Financial Officer

FROM: George Braunstein
Executive Director

DATE: February 10, 2014

SUBJECT: FY 2014 Third Quarter Review

Enclosed please find the FY 2014 Third Quarter Review submission for Fund 400-C40040, Fairfax-Falls Church Community Services Board (CSB).

FY 2014 Fiscal Position

After requested adjustments are included, the FY 2014 projected ending balance for Fund 400-C40040, CSB totals $3,067,336 over the *FY 2013 Revised Budget Plan* of $1,772,811 (Attachment A). The FY 2014 projected ending balance includes the $1.0M Infant and Toddler Connection (ITC) Reserve and $772,811 in unreserved ending balance carried forward from FY 2013 as well as an additional $1,294,525 attributable to FY 2014 activities. Following please find additional information regarding requested adjustments, non-County revenue and expenditure projections, and ITC workforce planning requirements.

FY 2014 Third Quarter Adjustments

CSB requests a decrease of $1,694,833 in both non-County revenue and expenditure appropriations, resulting in no net impact to the FY 2014 General Fund transfer.

Non-County Revenues

CSB requests the following adjustments for a proposed budget of $38,040,708, slightly above FY 2013 actuals:

- A net increase of $445,247 in State funding from the Department of Behavioral Health and Disability Services, primarily attributable to an increase of $329,862 for a cost-of-living adjustment and $119,975 for discharge assistance offset by minor decreases;
- A net decrease of $124,380 in Federal Block Grant funding due to a decrease of $277,031 related to the sequester partially offset by an increase of $152,651 for services to adults with serious mental illness and children with serious emotional disturbance;
- A decrease of $305,782 in Medicaid Option and $317,896 in Comprehensive Services Act (CSA) revenues now billed directly to the Department of Medical Assistance Services and the Fairfax Community and Policy Management Team for Leland House services per new contract terms effective March 2013;

12011 Government Center Parkway, Suite 836
Fairfax, Virginia 22035-1100
703-324-7000, TTY 703-802-3015, Fax 703-324-7092
www.fairfaxcounty.gov/csb

- A decrease of $1,406,122 in Program/Client fees due to continuing unrealizable direct client fee and third-party reimbursement targets and unknown revenue impacts of CSB fee policy changes and health care reform effective 2014; and
- An increase of $14,100 in miscellaneous fee revenue for penalties and late fees.

Expenditures

CSB requests the following adjustments for a proposed budget of $152,738,844:

- A decrease of $1,400,709 in operating expenses due to one-time savings of $877,031, primarily in day support and employment contracted services and medication costs and $623,678 in Leland House contract costs per new contract terms effective March 2013;
- An increase of $294,124 in recovered costs due to one-time regional funding for adult crisis stabilization services; and
- A reallocation of $205,308 from operating expenses to capital equipment to renovate the Gartlan Center reception area and pharmacy to improve security.

The Fund 400-C40040 FY 2014 Third Quarter Fund Statement reflecting the requested adjustments is included as Attachment B. Revenue and expenditure loading sheets have been provided to the Department of Management and Budget under separate cover.

FY 2014 Projections

Non-County Revenues

After requested adjustments are included, FY 2014 non-County revenues are estimated at $36,832,529, a decrease of $1,208,179 or 3.2 percent from the proposed budget. The projected shortfall is a result of decreased projections of $0.6 million in Medicaid Option, $0.5 million in Medicaid Waiver and $0.4 million in CSA revenues offset by slightly higher projections in other program/client fees.

Projected shortfalls in Medicaid Option are primarily attributable to increased workload requirements related to case management services for individuals with intellectual disabilities. Effective March 2013, CSBs are required to provide an "enhanced" level of case management to individuals who meet specific "at risk" or "intensive needs" criteria and who either have a Medicaid Waiver, are on the wait list for a Medicaid Waiver, or who is receiving Medicaid Option targeted case management. While this number can fluctuate monthly based on individual circumstances and increases to the wait list, CSB's percentage of individuals who qualify for enhanced case management is approximately 60 percent. Enhanced case management requires face-to-face observation visits in the community monthly, rather than quarterly, increased monitoring, and more extensive documentation. As a result, the average caseload size of 30 cases has been decreased to approximately 25 per Support Coordinator.

Absent additional Support Coordinator positions, CSB has absorbed the workload associated with enhanced case management as well as new cases mandated for service by transferring consumers receiving case management services reimbursed through Medicaid Option into monitoring status for which no reimbursement is received. For instance, in early FY 2014, CSB received 79 new waivers. While nine vacant positions were being reclassified to Support Coordinators, CSB absorbed the workload by transferring 81 consumers into monitoring status. As shown in

Attachment C, over the September – December 2013 period as compared to the same period in FY 2013, the number of individuals receiving case management services decreased, hours of service increased, and revenues decreased.

While the agency continues to investigate the projected decrease in Medicaid Waiver, the projected shortfall in CSA revenue can be attributed to a lower number of Sojourn House consumers funded by CSA as well as reduced caseloads in the Wraparound Fairfax (formerly Intensive Care Coordination) program. As the Wraparound Fairfax program was not fully staffed in early FY 2014, the projected revenue shortfall is partially offset with expenditure savings. Since November 2013, however, the program has been fully staffed and referrals and caseloads have been slowly rising. At the current rate, CSB anticipates the team will operate at full capacity by May 2014.

Expenditures

After requested adjustments are included, FY 2014 expenditures are estimated at $150,236,140, a decrease of $2,502,704 or 1.6 percent from the proposed budget. During the first half of FY 2014, CSB has managed recurring expenditures, primarily personnel, conservatively, choosing to accrue sufficient savings in advance to offset known revenue shortfalls as well as the unknown impacts of CSB fee policy changes and health care reform. With the additional flexibility approved by the Board of Supervisors as part of the *FY 2013 Carryover Review*, however, the agency has implemented a strong yet steady recruiting effort to fill critical positions providing reimbursable services. Due to the length of time to recruit, hire, and onboard employees coupled with the number of supervisory positions filled internally, CSB has not been able to reduce the vacancy factor as much as anticipated. While the number of vacant general merit positions has been slowly decreasing over the past few months, as of mid-January 2014, the agency had approximately 119 vacant merit positions (12.2 percent).

It should be noted that projected expenditure balances do not include the $1.0 million ITC appropriated reserve not anticipated to be needed in FY 2014 but required for FY 2015 or $1.2 million in FY 2013 unencumbered carryover, including $0.4 million for clients currently receiving residential services and $0.8 million for Credible improvements. While CSB anticipates requesting $1.4 million in FY 2014 unencumbered carryover for the ITC reserve and residential services, it is unlikely that the agency will be able to develop the appropriate requirements and statements of work, complete contract negotiations and encumber funds for the Credible project by June 30. As a result, CSB requests that the $800,000 for Credible improvements be transferred to Fund 10040, Information Technology.

Infant and Toddler Connection (ITC) Workforce Planning

Over the last two fiscal years, ITC has received an increase of approximately $2.0 million in recurring Federal and State Part C funding already appropriated in Fund 500-C50000. CSB respectfully requests to utilize this funding as soon as possible to meet the following workforce planning needs:

- Transfer 5/5.0 existing merit grant positions providing direct services such as physical, occupational and speech therapy from Fund 500-C50000 to Fund 400-C40040;
- Transfer 5/5.0 existing general merit Intellectual Disability II positions from Fund 400-C40040 to Fund 500-C50000; and
- Establish 4/4.0 new merit grant Intellectual Disability II positions in Fund 500-C50000.

These actions are designed to address service demands such as maintaining standard caseloads required to meet program requirements, such as completing Individual Family Service Plans within 45 days of referral and providing service coordination. Please see Attachment D reflecting a four year trend of increasing caseloads beyond the standard required to maintain compliance. These actions are also designed to address program reporting requirements and Federal grant administrative requirements, such time and effort certification. It should be noted that these actions require no net change to either the Fund 400-C40040 position count or appropriation level.

In addition, the County Attorney has advised CSB that ITC may no longer enter into Individual Purchase of Service (IPOS) contracts for nutrition, physical/speech/occupational therapy, and social work, among other services. To implement the County Attorney's recommendation that such services must be provided by County employees rather than through IPOS contracts, ITC requires 17 temporary, non-benefit eligible positions as follows:

Number of Positions	Services Provided	Hourly Rate
7	Nutrition, Assessment	$85
6	Physical/speech/occupational therapy; social work; special education	$40
4	Intake	$35

It should be noted that these actions are estimated at approximately $65,000 and require no net change to either the Fund 400-C40040 position count or appropriation level. However, upon approval, CSB may request to reallocate approximately $65,000 from operating expenses to personnel.

If you have any questions regarding this submission, please contact CSB's senior financial manager, Valecia Witt, at 703-324-5834.

cc: CSB Board
CSB Executive Staff
Gail Ledford, DAHS Director
Ron McDevitt, DAHS FM Business Manager
Afsaneh Tibbs, DIT Policy/Planning Administration Director

Fund 400-C40040, Fairfax-Falls Church CSB
FY 2014 Modified Fund Statement
Period Ending Jan 2014
CSB Working Document

	FY 2013 Actual	FY 2014 Revised	FY 2013 YTD Jan 2013	FY 2013 YTD Jan 2013 as % of FY 2013	FY 2014 YTD Jan 2014	FY 2014 YTD Jan 2014 as % of Budget	FY 2014 Remaining Year Projection (RYP)	FY 2014 Projection (YTD + RYP)	Projected Variance from Budget
Beginning Balance	**($2,601,407)**	**$6,429,725**						**$6,429,725**	**$0**
Revenue:									
Fairfax City	$1,336,100	$1,336,100	$668,050	50%	$668,050	50%	$668,050	$1,336,100	$0
Falls Church City	605,595	605,595	302,798	50%	302,798	50%	$302,797	605,595	$0
Subtotal - Local	$1,941,695	$1,941,695	$970,848	50%	$970,848	50%	$970,847	$1,941,695	$0
State DBHDS	$12,712,937	$13,158,280	$7,633,624	60%	$7,676,701	58%	$5,481,789	$13,158,490	$210
Subtotal - State	$12,712,937	$13,158,280	$7,633,624	60%	$7,676,701	58%	$5,481,789	$13,158,490	$210
Block Grant	$4,418,878	$4,079,477	$2,532,227	57%	$2,379,718	58%	$1,699,800	$4,079,518	$41
Direct/Other Federal	155,081	154,982	79,899	52%	66,056	43%	64,436	130,492	(24,490)
Subtotal - Federal	$4,573,959	$4,234,459	$2,612,126	57%	$2,445,774	58%	$1,764,236	$4,210,010	($24,449)
Medicaid Waiver	$2,484,208	$2,756,068	$1,283,302	52%	$1,135,401	41%	$1,140,000	$2,275,401	($480,667)
Medicaid Option	10,044,268	9,720,992	5,025,744	50%	4,652,580	48%	4,505,000	9,157,580	($563,412)
Program/Client Fees	4,775,352	4,873,001	2,409,699	50%	2,732,401	56%	2,365,653	5,098,054	$225,053
CSA Pooled Funds	1,457,374	1,342,113	666,116	46%	424,074	32%	540,000	964,074	($378,039)
Subtotal - Fees	$18,761,202	$18,692,174	$9,384,861	50%	$8,944,456	48%	$8,550,653	$17,495,109	($1,197,065)
Miscellaneous	$14,200	$14,100	$100	1%	$19,725	140%	$7,500	$27,225	$13,125
Subtotal - Other	$14,200	$14,100	$100	1%	$19,725	140%	$7,500	$27,225	$13,125
General Fund Transfer	$109,610,515	$110,041,222	$100,421,627		$110,041,222	100%	$0	$110,041,222	$0
Total Revenue	**$145,013,101**	**$154,511,655**	**$121,023,186**	**83%**	**$130,098,726**	**84%**	**$16,775,025**	**$153,303,476**	**($1,208,179)**
Expenditures:									
Compensation	$66,262,636	$69,890,276	$35,656,065	54%	$35,905,576	51%	$32,663,711	$68,569,287	($1,320,989)
Fringe Benefits	23,190,219	25,585,159	12,367,361	53%	12,504,958	49%	11,903,794	24,408,752	($1,176,407)
Operating	50,590,681	58,431,507	31,562,670	62%	32,536,725	56%	25,894,782 /1	58,431,507	$0
WPFO	(1,468,098)	(1,468,098)	(460,588)	31%	(757,432)	52%	(710,666)	(1,468,098)	$0
Capital	7,938	300,000	0	0%	0	0%	294,692	294,692	($5,308)
Total Expenditures	**$138,583,376**	**$152,738,844**	**$79,125,508**	**57%**	**$80,189,827**	**53%**	**$70,046,313**	**$150,236,140**	**($2,502,704)**
Ending Balance	**$6,429,725**	**$1,772,811**	**$41,897,678**		**$49,908,899**			**$3,067,336**	**$1,294,525**
Encumbered Reserve	**$3,456,914**								
ITC Reserve	**$1,000,000**	**$1,000,000**						**$1,000,000**	**$0**
Unreserved Balance	**$1,972,811**	**$772,811**						**$2,067,336**	**$1,294,525**

/1 Approximately $1.4M likely to be requested as unencumbered carryover ($1.0M for ITC Reserve and $0.4M for consumers transitioning from the Bridging Affordability program).

FUND STATEMENT

Attachment B

Fund 40040, Fairfax-Falls Church Community Services Board

	FY 2013 Actual	FY 2014 Adopted Budget Plan	FY 2014 Revised Budget Plan	FY 2014 Third Quarter Estimate	Increase (Decrease) (Col. 5-4)
Beginning Balance	($2,601,407)	$1,000,000	$6,429,725	$6,429,725	$0
Revenue:					
Local Jurisdictions:					
Fairfax City	$1,336,100	$1,336,100	$1,336,100	$1,336,100	$0
Falls Church City	605,595	605,595	605,595	605,595	0
Subtotal - Local	$1,941,695	$1,941,695	$1,941,695	$1,941,695	$0
State:					
State DBHDS	$12,712,937	$12,713,033	$12,713,033	$13,158,280	$445,247
Subtotal - State	$12,712,937	$12,713,033	$12,713,033	$13,158,280	$445,247
Federal:					
Block Grant	$4,418,878	$4,203,857	$4,203,857	$4,079,477	($124,380)
Direct/Other Federal	155,081	154,982	154,982	154,982	0
Subtotal - Federal	$4,573,959	$4,358,839	$4,358,839	$4,234,459	($124,380)
Fees:					
Medicaid Waiver	$2,484,208	$2,756,068	$2,756,068	$2,756,068	$0
Medicaid Option	10,044,268	10,026,774	10,026,774	9,720,992	(305,782)
Program/Client Fees	4,775,352	6,279,123	6,279,123	4,873,001	(1,406,122)
CSA Pooled Funds	1,457,374	1,660,009	1,660,009	1,342,113	(317,896)
Subtotal - Fees	$18,761,202	$20,721,974	$20,721,974	$18,692,174	($2,029,800)
Other:					
Miscellaneous	$14,200	$0	$0	$14,100	$14,100
Subtotal - Other	$14,200	$0	$0	$14,100	$14,100
Total Revenue	$38,003,993	$39,735,541	$39,735,541	$38,040,708	($1,694,833)
Transfers In:					
General Fund (10001)	$109,610,515	$109,233,258	$110,041,222	$110,041,222	$0
Total Transfers In	$109,610,515	$109,233,258	$110,041,222	$110,041,222	$0
Total Available	$145,013,101	$149,968,799	$156,206,488	$154,511,655	($1,694,833)
Expenditures:					
Personnel Services	$89,452,855	$94,667,471	$95,475,435	$95,475,435	$0
Operating Expenses	50,590,681	55,475,302	60,037,524	58,431,507	(1,606,017)
Recovered Costs	(1,468,098)	(1,173,974)	(1,173,974)	(1,468,098)	(294,124)
Capital Equipment	7,938	0	94,692	300,000	205,308
Total Expenditures	$138,583,376	$148,968,799	$154,433,677	$152,738,844	($1,694,833)
Total Disbursements	$138,583,376	$148,968,799	$154,433,677	$152,738,844	($1,694,833)
Ending Balance[2]	$6,429,725	$1,000,000	$1,772,811	$1,772,811	$0
Infant and Toddler Connection Reserve[1]	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$0
Encumbered Carryover Reserve	3,456,914	0	0	$0	$0
Unreserved Balance[2]	$1,972,811	$0	$772,811	$772,811	$0

[1] The Infant and Toddler Connection Reserve may be used to provide mandated services to children from birth to age 3 in the event of reduced federal and/or state funding or increased service requirements.

[2] The *FY 2014 Revised Budget Plan* Unreserved Balance of $772,810 reflects utilization of prior year ending balance to offset FY 2014 program requirements.

Attachment C

IDS Case Management
FY2013 v FY2014

	Sept 2012	Sept 2013	Oct 2012	Oct 2013	Nov 2012	Nov 2013	Dec 2012	Dec 2013
Individuals Served	836	718	840	751	833	753	826	752
Hours of Case Management	1,259	1,341	1,322	1,458	1,203	1,138	1,067	1,088
Total Hours of Service	3,000	3,169	3,106	3,342	2,926	2,702	2,527	2,558
FTE	45	50	45	47	46	51	46	51
Expected Revenue (Ind x $326.50)	$272,954	$234,427	$274,260	$245,202	$271,975	$245,855	$269,689	$245,528
*G754002001 444015	$283,404	$223,937	$273,035	$247,729	$0	$244,665	$603,911	$253,740

** Posted in following month*

ITC Service Coordination Demand and Averge Caseload
FY2011-FY2014

		July	August	September	October	November	December	January	Feb	March	April	May	June	Annual Average
FY2011	**Cases/Month**								1,115	1,148	1,211	1,257	1,326	1,211
	Average Caseload								46.5	47.8	50.5	48.4	51.0	48.8
FY2012	**Cases/Month**	1,337	1,363	1,307	1,208	1,269	1,268	1,291	1,348	1,384	1,364	1,340	1,347	1,319
	Average Caseload	51.4	52.4	52.3	48.3	54.0	54.0	55.0	52.9	50.8	50.1	49.2	51.3	51.8
FY2013	**Cases/Month**	1,310	1,240	1,164	1,178	1,189	1,202	1,255	1,305	1,326	1,378	1,401	1,424	1,281
	Average Caseload	51.9	49.1	46.1	46.7	47.1	47.6	47.7	49.7	49.6	51.5	52.4	53.2	49.5
FY2014	**Cases/Month**	1,406	1,244	1,260	1,305	1,347	1,351							1,319
	Average Caseload	49.8	45.7	46.2	47.9	47.3	47.4							47.4

Standard caseload = average of 40/service coordinator
At an average of 45 cases/service coordinator, service and compliance is compromised.

FAIRFAX-
FALLS CHURCH
COMMUNITY SERVICES BOARD

TO: Susan W. Datta
Chief Financial Officer

FROM: George Braunstein
Executive Director

DATE: February 7, 2014

SUBJECT: FY 2014 Third Quarter Review

Enclosed please find the FY 2014 Third Quarter Review submission for Fund 500-C50000, Federal-State Grant Fund for the Fairfax-Falls Church Community Services Board (CSB). This submission includes continuing grants with unexpended balances, a new grant award, adjustments to existing grant awards, and grants to be closed (Attachment A). In addition, CSB provides an update of the Infant and Toddler Connection (ITC) workforce planning request included in the FY 2015 annual budget submission.

Continuing Grants

CSB requests that grant end dates be extended to June 30, 2014 for the following continuing grants with unexpended balances:

Grant Number	Grant Title	Grant End Date
1750003-2012	Regional Acute Care	06/30/2014
1750004-2012	Regional Discharge Assistance	06/30/2014
1750005-2012	Regional Crisis Stabilization	06/30/2014
1750006-2012	Regional Recovery Services	06/30/2014
1720002-2013	HIDTA	06/30/2014
1750003-2013	Regional Acute Care	06/30/2014
1750004-2013	Regional Discharge Assistance	06/30/2014
1750005-2013	Regional Crisis Stabilization	06/30/2014
1750006-2013	Regional Recovery Services	06/30/2014
1750018-2013	Forensic Discharge Planner	06/30/2014
1750019-2013	MH Law Reform	06/30/2014
1750020-2013	MH Child & Adolescent Services	06/30/2014

Please see Attachment B for an overview of grants requiring extended end dates.

New Grant Awards

CSB requests the establishment of a new grant:

Grant Number	Grant Title	LCM or InKind Required? (Yes or No)	Positions	Budget
1750026-2014	Rental Choice VA	No	0.0 SYE	$119,436

Please see Attachment C for new award documentation, grant master data form, budget loading sheet and narrative.

12011 Government Center Parkway, Suite 836
Fairfax, Virginia 22035-1100
703-324-7000, TTY 703-802-3015, Fax 703-324-7092
www.fairfaxcounty.gov/csb

Adjustments to Existing Grant Awards

CSB requests adjustments to the following existing grant awards:

Grant Number	Grant Title	Revised Budget
1750011-2014	Supportive Housing, HUD	$276,504
1750025-2014	START	$2,142,000

Please see Attachment D for adjustment loading sheets, description of adjustment, and narrative.

Grant Closeouts

The following grants may be closed:

Grant Number#	FAMIS Grant#	Title	Date of Closure
1750002-2012	75049g / 12001;12003	HIDTA	09/30/2013
1750001-2013		IDEA Part C	09/30/2013
1750011-2013		Supportive Housing, HUD	09/30/2013
1750012-2013		Jail & Offender Services	09/30/2013
1750013-2013		Homeless Assistance Program	09/30/2013
1750015-2013		Jail Diversion Services	09/30/2013
1750016-2013		MH Initiative – State	12/31/2013
1750017-2013		MH Juvenile Detention	09/30/2013
1750022-2013		VFHY Al's Pals	09/30/2013
1750025-2013		START	12/31/2013

All required documentation has been submitted to both the Department of Finance and the Department of Management and Budget.

Infant and Toddler Connection (ITC) Workforce Planning

Over the last two fiscal years, ITC has received an increase of approximately $2.0 million in recurring Federal and State Part C funding already appropriated in Fund 500-C50000. CSB respectfully requests to utilize this funding as soon as possible to meet the following workforce planning needs:

- Transfer 5/5.0 existing merit grant positions providing direct services such as physical, occupational and speech therapy from Fund 500-C50000 to Fund 400-C40040;
- Transfer 5/5.0 existing merit regular Intellectual Disability II positions from Fund 400-C40040 to Fund 500-C50000; and
- Establish 4/4.0 new merit grant Intellectual Disability II positions in Fund 500-C50000.

These actions are designed to address service demands such as maintaining standard caseloads required to meet program requirements, such completing Individual Family Service Plans within 45 days of referral and providing service coordination. Please see Attachment E reflecting a four year trend of increasing caseloads beyond the standard 40 required to maintain compliance. In addition, these actions are designed to address program reporting requirements and Federal grant administrative requirements, primarily time and effort certification. It should be noted that these actions require no net change to either the Fund 400-C40040 position count or appropriation level.

If you have any questions, please contact CSB's senior financial manager, Valecia Witt, at 703-324-5834.

cc: CSB Board
CSB Executive Staff
Gail Ledford, DAHS Director
Ron McDevitt, DAHS FM Business Manager

Fairfax-Falls Church CSB
FY2014 Third Quarter Grant Review:

Attachment A

Grant	Title	Grant Total	PTD Revenue	PTD Expenditures	Ready to Close?	New	Adj	Revised Grant	Notes:
Continuing/Prior Year Award (please update grant end date):									
1750003-2012	Regional Acute Care	$3,973,832.00	$2,819,823	$2,435,281.14				$3,973,832	
1750004-2012	Reg Discharge Assistance	$2,186,827.00	$943,301	$963,590.51				$2,186,827	
1750005-2012	Reg Crisis Stabilization	$2,012,084.00	$2,012,084.00	$1,814,152.95				$2,012,084	
1750006-2012	Reg Recovery Services	$1,298,035.00	$903,364	$844,851.52				$1,298,035	
1750002-2013	HIDTA	$400,000.00	$115,708	$266,884.74			**-1,275**	$398,725	Due to sequestration this grant award was reduced to $398,725
1750003-2013	Regional Acute Care	$2,597,211.00	$2,589,119	$2,190,574.67				$2,597,211	
1750004-2013	Reg Discharge Assistance	$1,749,374.00	$942,114	$467,531.20				$1,749,374	
1750005-2013	Reg Crisis Stabilization	$1,170,684.00	$1,170,683.77	$685,313.98				$1,170,684	
1750006-2013	Reg Recovery Services	$543,192.00	$489,919	$484,909.86				$543,192	
1750018-2013	MH Transformation	$70,000.00	$70,008	$55,076.35			8	$70,008	
1750019-2013	MH Law Reform	$530,387.00	$530,387	$276,505.05				$530,387	
1750020-2013	MH Child & Adolescent Srvc	$75,000.00	$75,000	$25,700.08				$75,000	
Continuing/Current Year Award:									
1750001-2014	IDEA Part C	$3,823,723.00	$2,389,830.00	$1,797,715.59				$3,823,723	
1750003-2014	Regional Acute Care	$2,577,676.00	$1,484,493	$1,444,846.15				$2,577,676	
1750004-2014	Reg Discharge Assistance	$1,749,374.00	$900,395	$276,315.02				$1,749,374	
1750005-2014	Reg Crisis Stabilization	$833,667.00	$526,746.00	$345,809.91				$833,667	
1750006-2014	Reg Recovery Services	$543,192.00	$299,115	$358,155.35				$543,192	
1750011-2014	Supportive Housing, HUD	$272,004.00	$56,671.60	$171,640.55				$272,004	
1750012-2014	Jail & Offender Services	$185,857.00	$116,160.00	$120,827.60				$185,857	
1750013-2014	Homeless Assistance Program	$155,698.00	$82,711.00	$64,144.31				$155,698	
1750015-2014	Jail Diversion Services	$321,050.00	$200,655.00	$142,052.82				$321,050	
1750016-2014	MHI Initiative-State	$515,529.00	$322,200.00	$158,243.52				$515,529	
1750017-2014	MH Juvenile Detention	$111,724.00	$69,825.00	$19,584.49				$111,724	
1750018-2014	MH Transformation	$70,000.00	$43,755	$60,549.34				$70,000	
1750019-2014	MH Law Reform	$0.00	$331,485	$9,178.23					
1750020-2014	MH Child & Adolescent Srvc	$75,000.00	$46,875	$224.87					
1750022-2014	VFHY Al's Pals	$60,000.00	$33,688.00	$33,688.32				$60,000	
1750025-2014	START	$2,000,000.00	$1,333,910.00	$653,740.20				$2,000,000	
New:									
1750026-2014	Rental Choice VA Pilot Project	$0.00	$0.00	$0.00		119,436		$119,436	New funding from DBHDS for rental assistance

Fairfax-Falls Church CSB
FY2014 Third Quarter Grant Review:

Attachment A

Grant	Title	Grant Total	PTD Revenue	PTD Expenditures	Ready to Close?	New	Adj	Revised Grant	Notes:
Adjustments:									
1750011-2014	Supportive Housing, HUD	$272,004.00	$56,671.60	$171,640.55			4,500	$276,504	HUD Client Fees - based on the first two quarters collection of an average of $4,000/qtr, we are requesting to increase the HUD client fee revenue by $4,500 and increase expenditures by $4,500
1750025-2014	START	$2,000,000.00	$1,333,910.00	$653,740.20			142,000	$2,142,000	PY2014 - rec'd add'l DBHDS regional funding
Closeout:									
1750002-2012	HIDTA	$450,000.00	$450,000.00	$450,000.00	Y			$450,000	ready to close
1750001-2013	IDEA Part C	$3,529,910.00	$3,529,910.00	$3,529,910.00	Y			$3,529,910	ready to close
1750011-2013	Supportive Housing, HUD	$269,346.00	$269,345.17	$269,345.17	Y			$269,346	ready to close
1750012-2013	Jail & Offender Services	$185,857.00	$185,857.00	$185,857.00	Y			$185,857	ready to close
1750013-2013	Homeless Assistance Program	$155,697.00	$155,697.00	$155,697.00	Y			$155,697	ready to close
1750015-2013	Jail Diversion Services	$321,050.00	$321,050.00	$321,050.00	Y			$321,050	ready to close
1750016-2013	MH Initiative-State	$515,529.00	$515,529.00	$515,529.00	y			$515,529	ready to close
1750017-2013	MH Juvenile Detention	$111,724.00	$111,724.00	$111,724.00	Y			$111,724	ready to close
1750022-2013	VFHY Al's Pals	$60,000.00	$60,000.00	$60,000.00	Y			$60,000	ready to close
1750025-2013	START	$1,536,741.00	$1,536,741.00	$1,536,741.00	Y			$1,536,741	ready to close

Grant	Grant Title	End Date	Status	Extend End Date or Close Grant	Grant Date Extenstion	Request Guidance on how to close?
1750002-2012	HIDTA			Close Grant		
1750003-2012	REGIONAL ACUTE CARE	6/30/2014	Active			
1750004-2012	REG DISCHARGE ASSIST	6/30/2014	Active			
1750005-2012	REG CRISIS STABILIZA	6/30/2014	Active			
1750006-2012	REG RECOVERY SVCS	6/30/2014	Active			
1750001-2013	IDEA Part C			Close Grant		
1750002-2013	HIDTA	1/31/2014	Active	Extend End Date	9/30/2014	please extend the grant end date thru 6/30/2014
1750003-2013	REGIONAL ACUTE CARE	6/30/2014	Active			
1750004-2013	REG DISCHARGE ASSIST	6/30/2014	Active			
1750005-2013	REG CRISIS STABILIZA	6/30/2014	Active			
1750006-2013	REG RECOVERY SVCS	6/30/2014	Active			
1750011-2013	Supportive Housing HUD			Close Grant		
1750012-2013	JAIL & OFFENDER SVCS			Close Grant		
1750013-2013	HOMELESS ASSIST PGM			Close Grant		
1750015-2013	JAIL DIVERSION SVCS			Close Grant		
1750016-2013	MH Initiative - State			Close Grant		
1750017-2013	MH Juvenile Detention			Close Grant		
1750018-2013	MH Transformation	6/30/2014	Active			
1750019-2013	MH LAW REFORM	6/30/2014	Active			
1750020-2013	MH CHILD & ADOL SVCS	6/30/2014	Active			
1750022-2013	VFHY - AL'S PALS			Close Grant		
1750025-2013	REG ID CRISIS STAB			Close Grant		
1750026-2014	Rental Choice VA		New	Create	10/31/2014	DBHDS funded rental assistance pilot for FY14-16; the budgets will be set up individually for each fiscal year

Agency: Fairfax-Falls Church Community Service Board
Agency Number: 75
Grant Name: Rental Choice VA
Grant Number: 1750026-2014
$119,429
Sponsor 4000000044 VA Dept of Behavioral Health & Development Services

Type of Transaction: New funding from the State

		EXPENDITURE						REVENUE/TRANSFERS				
Grant #	**Sponsored Program**	**Sponsored Class**	**GL/ Cmmt**	**Current FY Budget**	**Temp Alloc**	**CO Budget Setup**	**Revised FY Budget**	**Sponsored Class**	**GL/ Cmmt**	**Current FY Budget**	**CO Budget Setup**	**Revised FY Budget**
		G_Maint_Repair_Svcs	520110	$0	$16,655	$16,655	$16,655	G_Rev_State	430035	$0	$102,781	$102,781
1750026-2014	Program Admin	G_Other_Purch_Svc	521250	$0	$14,156	$14,156	$14,156	Medicaid Waiver	444020		$16,655	$16,655
		G_Rent	523090	$0	$75,708	$75,708	$75,708					
		Utilities	530050	$0	$805	$805	$805					
		????? Moving exp	544501	$0	$3,750	$3,750	$3,750					
		G_General_Operating	544990	$0	$8,352	$8,352	$8,352					
Total 1750026-2014 Program Admin				**$0**	**$119,426**	**$119,426**	**$119,426**			**$0**	**$119,436**	**$119,436**

Narrative:

Rental Choice VA (Pilot Project)

Funding will support rental assistance to individuals who are at least 18 years of age with intellectual disability and receiving ID Waiver residential support in a congregate setting or with a developmental disability and transitioning from an institution.

RECEIVED OCT 09 2013

COMMONWEALTH of VIRGINIA

JAMES W. STEWART, III
COMMISSIONER

DEPARTMENT OF
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

October 2, 2013

Mr. George E. Braunstein, Executive Director
Fairfax-Falls Church Community Services Board
12011 Government Center Parkway, Suite 836
Fairfax, VA 22035-1105

Dear George,

The Department has selected your CSB to administer a Rental Choice VA Pilot Project. The project will provide rental assistance to individuals who are at least 18 years of age with intellectual disability and receiving ID Waiver residential supports in a congregate setting or with a developmental disability and transitioning from an institution.

The enclosed Exhibit D for your FY 2014 Community Services Performance Contract Renewal provides one-time funding of $102,781 for the project. The funding also will support limited administrative costs and rent-up assistance to help individuals with transition costs such as security and utility deposits.

Once you have reviewed the exhibit, please have your Chairperson sign and date it, then please sign and date it and mail the signed original to Joel Rothenberg in the Department. If you have any questions about the project, please contact Eric Leabough, DBHDS Housing Specialist, at eric.leabough@dbhds.virginia.gov or (804) 786-1393. Thank you for your commitment to meeting the housing needs of individuals with intellectual or developmental disabilities through this pilot project.

Sincerely,

James W. Stewart, III
Commissioner

JWS/jr

pc: Olivia J. Garland, Ph.D.
Heidi R. Dix
Eric Leabough
Paul R. Gilding
Joel B. Rothenberg
Rosanna Van Bodegom Smith
Nancy C. Ford

FY 2013 and FY 2014 Community Services Performance Contract: FY 2014 Renewal

Exhibit D: Rental Choice VA Pilot Project Performance Measures

The Rental Choice VA Pilot Project will provide rental assistance to individuals with developmental disabilities for up to 36 months or until they are awarded Housing Choice Vouchers, formerly Section 8 vouchers. To implement this project, the Fairfax-Falls Church CSB and Department agree as follows.

1. The Department will disburse $102,781 to the CSB in a one-time payment to provide assistance to eight individuals through the Rental Choice VA Pilot Project in FY 2014;
2. The CSB shall submit a budget for Rental Choice VA Pilot Project services to at least eight individuals to the Department's Housing Specialist. The budget shall include $102,781 of state funds and any other applicable revenues. The budget shall be divided into three components: Rental Assistance, Program Administration, and Rent-Up Assistance. These components are described in the Rental Choice VA Operations Manual, along with the budgetary limitations for each component. The state funds are restricted and can be used only for the provision of Rental Choice VA Pilot Project services. The CSB may increase the Rental Assistance line item amount by moving state funds from other program components in its budget should the need arise. If the CSB determines that there is a need to increase the Program Administration of Rent-Up Assistance line items in excess of 10 percent of their current line item amounts, the CSB shall submit a written request to the DBHDS for approval. The CSB must notify the DBHDS in writing within ten days of any actual or requested budget change.
3. The Department shall review the budget within 15 days of receipt and approve it or inform the CSB of the need for revisions that will make it acceptable to the Department by November 15.
4. Once the Department approves the budget, the CSB shall attach it to this exhibit.
5. The CSB shall begin implementation of its Rental Choice VA Pilot Project as soon as possible after its approval, but no later than November 30, 2013.
6. Beginning in December 2013, the CSB shall submit monthly reports to the Department's Housing Specialist using the format included in Appendix C: Program Status and Expenditure Reports of the Rental Choice VA Operations Manual. Any unspent FY 2014 state funds for this project shall remain restricted after the end of the fiscal year, and the CSB shall use those unspent funds first to defray project costs in the following fiscal year.
7. The Department's housing specialist shall provide technical assistance upon request or if the housing specialist determines the project is not proceeding or meeting its goals as described in the Rental Choice VA Operations Manual, based on the monthly reports.

Signatures: In witness thereof, the Department and the CSB have caused this performance contract amendment to be executed by the following duly authorized officials.

Virginia Department of Behavioral Health and Developmental Services

By: _____

Name: James W. Stewart, III
Title: Commissioner

Date: 10/28/13

Fairfax-Falls Church Community Services Board

By: _____

Name: Ken Garnes
Title: CSB Chairperson

Date: 11/20/13

By: _____

Name: George E. Braunstein
Title: CSB Executive Director
Date: 11/18/13

Agency:	Fairfax-Falls Church Community Service Board			
Agency Number:	75			
Grant Name:	Supportive Housing			
Grant Number:	1750011-2014			
Grant Total:	$272,004	+	$4,500	$276,504
Sponsor				

Type of Transaction: Addl Fed / Client Fees $4,500

		EXPENDITURE					REVENUE/TRANSFERS				
Grant #	**Sponsored Program**	**Sponsored Class**	**GL/Cmmt**	**Current FY Budget**	**Change**	**Revised FY Budget**	**Sponsored Class**	**GL/Cmmt**	**Current FY Budget**	**Change**	**Revised FY Budget**
1750011-2014	Program Admin	G_Comp_Salaries	500000	$69,720		$69,720	G_Rev_Federal	432050	$259,504		$259,504
		G_Benefits	501000	$23,711	$1,500	$25,211	G_Rev_CSB	442020	$12,500	$4,500	$17,000
		G_Other_Purch_Svc	521190	$132,228		$132,228					
		G_Rent	523090	$43,100		$43,100					
		G_Utilities	530000	$0	$3,000	$3,000					
		G_Travel	544508	$0		$0					
		G_General_Operating	544990	$3,245		$3,245					
				$0		$0					
Total 1750011-2014 Supportive Housing				**$272,004**	**$4,500**	**$276,504**			**$272,004**	**$4,500**	**$276,504**

Note:

Based on the first two quarters, HUD client fees collected average $4,000/qtr. CSB requests to increase the HUD client fee revenue to $16,000 to offset utilities and payroll expense.

Narrative:

The U.S. Department of Housing provides funding for Homeless Assistance Program which is authorized by the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11381).

Agency: Fairfax-Falls Church Community Service Board
Agency Number: 75
Grant Name: START
Grant Number: 1750025-2014
$2,000,000 + $142,000 $2,142,000
Sponsor 4000000044 VA Dept of Behavioral Health & Development Services

Attachment D

Type of Transaction: Addl DBHDS funding $142,000

		EXPENDITURE						REVENUE/TRANSFERS				
Grant #	**Sponsored Program**	**Sponsored Class**	**GL/ Cmmt**	**Current FY Budget**	**Current FY Budget**	**Change**	**Revised FY Budget**	**Sponsored Class**	**GL/ Cmmt**	**Current FY Budget**	**Change**	**Revised FY Budget**
1750025-2014	Program Admin	G_Comp_Salaries	500000	$0	$45,000		$45,000	G_Rev_State	430035	$2,000,000	$142,000	$2,142,000
		G_Benefits	501000	$0	$15,000		$15,000					
		G_Other_Purch_Svc	521150	$0	$1,938,000	$142,000	$2,080,000					
		G_General_Operating	544990	$0	$0		$0					
		G_Travel	544508	$0	$1,000		$1,000					
		G_Training	542210	$0	$1,000	$0	$1,000					
Total 1750025-2014 Program Admin				**$0**	**$2,000,000**	**$142,000**	**$2,142,000**			**$2,000,000**	**$142,000**	**$2,142,000**

Note:

Received additional funding in the amount of $142,000 from DBHDS, Regional funds

Narrative:

Regional ID Crisis Stabilization START (1750025)

START (Systematic, Therapeutic, Assessment, Respite and Treatment) is a linkage model to promote a system of care in the provision of community services, natural supports and mental health issues. Service provided help divert individuals from unnecessary institutionalization and keep them in their communities and homes, and include: mobile crisis teams, alternative crisis community placements, and short-term crisis stabilization beds in small settings.

Approved by Tom Young 2/5/2014

ITC Service Coordination Demand and Averge Caseload
FY2011-FY2014

		July	August	September	October	November	December	January	Feb	March	April	May	June	Annual Average
FY2011	**Cases/Month**								1,115	1,148	1,211	1,257	1,326	1,211
	Average Caseload								46.5	47.8	50.5	48.4	51.0	48.8
FY2012	**Cases/Month**	1,337	1,363	1,307	1,208	1,269	1,268	1,291	1,348	1,384	1,364	1,340	1,347	1,319
	Average Caseload	51.4	52.4	52.3	48.3	54.0	54.0	55.0	52.9	50.8	50.1	49.2	51.3	51.8
FY2013	**Cases/Month**	1,310	1,240	1,164	1,178	1,189	1,202	1,255	1,305	1,326	1,378	1,401	1,424	1,281
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FY2014	**Cases/Month**	1,406	1,244	1,260	1,305	1,347	1,351							1,319
	Average Caseload	49.8	45.7	46.2	47.9	47.3	47.4							47.4

Standard caseload = average of 40/service coordinator
At an average of 45 cases/service coordinator, service and compliance is compromised.

State Performance Contract Reporting Improvement Status Review

FAIRFAX-
FALLS CHURCH
COMMUNITY SERVICES BOARD

PREPARED FOR:

Fairfax-Falls Church CSB Board and Fiscal Oversight Committee

February 26, 2014

Agenda

- State Performance Contract (SPC) Overview
- Problem Identification
- Quality Improvement Project
- Current Tasks/Subtasks Status
- Accomplishments to Date
- Issues Management
- Planned Tasks for Next Period
- Other Operational Considerations
- Questions and Comments?

FAIRFAX-
FALLS CHURCH
COMMUNITY SERVICES BOARD

State Performance Contract Overview

- Two Year (Biennial) Contract with DBHDS
  - Reports on CSB services, staff, and expenditures
  - Staff FTEs, Projected services based on Program Capacity
  - Report by Core Program Services: MH(100), DV(200), SA(300), and Other(400)
  - Services categorized by Core Taxonomy
  - Includes special reporting requirements including Consumer Designation Codes (900s)
  - Includes demographics, diagnosis, NOMS and other core CCS required items
  - Requires approval (and public hearing) from CSB Board; also City of Fairfax, Falls Church and the BOS

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD

State Performance Contract Overview

- Currently under FY 2013 and FY 2014 Contract
  - FY 2013 Mid-Year Submitted - 2/15/2013
  - FY 2013 End of Year Submitted – 9/3/2013
  - FY 2014 Mid-Year Submitted - 2/18/2014
  - FY 2014 End of Year Due - 8/29/2014
- New FY 2015 and FY 2016 Contract
  - Exposure Draft on DBHDS Website since January (http://www.dbhds.virginia.gov/OCC-default.htm)
  - Memorandum to CSBs around May 2
  - Proposed Projections to DBHDS around June 16
  - Contract Starts July 1, 2014

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State Performance Contract Overview

- Key Milestone Dates (from Exhibit E)
  - 5/2/14: DBHS distributes FY2015 and FY2016 Performance Contract and Letter of Notification to CSBs
  - 6/16/14: Submission of contract components to include completed pages with signatures of CSB Chairperson and CSB Executive Director
  - 7/31/14: Monthly CCS 3 Extract for June 2014 (Current SPC)
  - 8/29/14: Monthly CCS 3 Extract for July 2014 (FY2015 /2016 SPC)
  - 8/29/14: FY 2014 EOY Reports in CARS (Current SPC)

For planning purposes relative to the new SPC, the Board meets on

For planning purposes the Board meets on April 23 and May 28. There is a 30 day public review requirement for the SPC before approval. Coordination required with the Board to submit in June.

Any revisions to the SPC will require coordination with the Board for approval and signature.

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State Performance Contract Overview

- Contract Deliverables
  - New Signed Contract to include all Exhibits
  - Monthly CCS3 Extract reporting
  - Mid-Year Reports / CARS
  - End of Year Reports / CARS
- Items to Consider
  - Alignment of services, staff, and financials
  - Monitoring of service delivery and meeting projections
  - Validation of key data elements, including demographics
  - Complete and accurate mid-year actuals through CARS
  - Special reporting requirements through 900 codes

State Performance Contract Overview

- Useful Documents Available
  - Complete State Performance Contract
  - State Performance Contract Process Diagram
  - Key Milestone Dates for CSB Board (from Exhibit E)
  - Orientation Presentation from DBHDS to CSB Board Members

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SPC Biennial Process Diagram

- Provides workflow of the activities performed over the 2 year contract period
- Used as a repeatable process for familiarizing staff and other stakeholders

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Problem Identification

- Issues identified in FY 2013 EOY Analysis Report by DBHDS (Joel's report) and previous Fiscal Years
- Inaccurate and incomplete data reporting
- Non-compliance with Performance Contract
- Failure to meet specific deadlines and performance measures outlined in Exhibit D of current contract
- Perception of overall lack of responsiveness to addressing continuing reporting issues

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SPC Quality Improvement Project

- Delivered QI and Compliance Plan to DBHDS
- Delivered Final FY2013 EOY Analysis Response
- Delivered FY 2014 Mid-Year Report
- Conduct Collaborative Review of Data Input
- Input Contracted Services (Vendor) Data Into Credible
- Provide SPC Training to CSB Staff
- Establish Issue Management Process
- Deliver FY 2014 EOY Report

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Current Tasks/Subtasks

- Deliver QIP to DBHDS
  - Corrective Action Plan Delivered on 1/31
  - Received Comments from DBHDS (Joel) on 2/4
  - Planned Meeting with Joel Canceled (To be rescheduled)
- Deliver Final FY2013 EOY Analysis Response
  - Final FY2013 EOY Analysis Response Delivered on 1/31
  - Required by DBHDS for FY 2013 Closeout

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Current Tasks/Subtasks

- Deliver FY 2014 Mid-Year Report
  - Conduct Review and Validation with Service Directors
  - Collaboration between Management, Fiscal Team, Informatics Team and Service Directors
  - Run In-House Report Similar to DBHDS for Management Review
  - Annotate Issue-related comments on In-House Report for discussion with DBHDS
  - FY 2014 Mid-Year Report Delivered on 2/18
  - Expecting follow-up with DBHDS (Joel) after review

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Current Tasks/Subtasks

- Input Contracted Services (Vendor) Data
  - Total of 26 Vendors providing IDS and MHS Support
  - IDS Vendors Backlogged Data (July 1 – December 31). On 2/18 we began setup and data entry into Credible
  - All Vendors Deliver Data Using Import Format (January and Beyond). Expect all Vendors to be using import format by NLT 3/10.

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Current Tasks/Subtasks

- Provide SPC Training to CSB Staff
  - Orientation Given to Service Directors Prior to Review
  - SPC 101 Training to Service Directors and DAHS on 3/10
- Establish Issue Management Process
  - Identified 48 Issues (75% with Resolutions and 25% Requiring Additional Research)
  - Use to Resolve all Issues before FY 2014 EOY report submittal
  - Use for reference in continuing operations

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Current Tasks/Subtasks

- Deliver FY 2014 EOY Report
  - Conduct Review and Validation with Service Directors
  - Collaboration between Management, Fiscal Team, Informatics Team and Service Directors
  - Run In-House Report Similar to DBHDS for Management Review
  - Verify Resolution of all Reporting Issues
  - Submit Final CCS 3 Extract on 7/31
  - Deliver FY 2014 EOY Report on 8/29

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Accomplishments To Date

- Delivered Quality Improvement and Compliance Plan to DBHDS – 1/31
- Delivered FY 2013 Analysis Report Response
- Submitted December CCS 3 Extract – 1/31
- Completed Review and Validation process with all service areas for Mid-Year report - 2/12
  - Addressed unfamiliarity with SPC
  - Determined issues with reporting services
  - Established value of collaboration between Services, Informatics, Fiscal, and Management

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Accomplishments To Date

- Conducted Final Review – 2/13 to 2/18
  - Annotating Issues for Each Reporting Category
  - Establishing Green, Yellow, Red Indicators based on issue status
  - Green- Good; Yellow-Issues w/resolutions, Red-Issues being researched
- Submitted FY 2014 Mid-Year Actuals – 2/18
- Meet with Joel Rothenberg (DBHDS) – TBD
  - Review corrective action plan comments
  - Feedback on Mid-Year report

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Issues Management Summary

- 48 Issues identified during data review with Service Directors.
- Review issues list with Service Directors
- Categorize issues by Service Area to prioritize targeted areas for Business Process Review
- Continuously track as new issues arise and existing issues are resolved.
- Resolve all issues before submitting FY2014 EOY report. ("cradle to grave")

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Planned Tasks for Next Month

- Complete Service Director SPC 101 Training
- Conduct continuous monthly review and validation in preparation for EOY Report
- Address resolution for reporting Issues
- Continue vendor data input into Credible
- Submit January CCS 3 Extract on February 28
- Continue planning for Credible Review Project efforts linked to SPC Improvement (i.e., BPR)

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Other Operational Considerations

- Establish Change Control Management Process
- Conduct Business Process Review
- Incorporate review of all State Reporting Requirements (i.e. Prevention and others)
- Use Business Intelligence (BI) Tool to build dashboard
- Establish Communication Plan to inform all stakeholders

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Questions and Comments?

- Next review on March 21 & 26, 2014

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Understanding the Community Services Performance Contract: A Session for CSB and BHA Board Members

Virginia Association of Community Services Boards
October 2, 2013

Paul R. Gilding, Director of Community Contracting

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Understanding the Community Services Performance Contract

- Mandates Related to the Contract
- Development of the Performance Contract
- FY 2013 and FY 2014 Performance Contract
- Performance Expectations
- Major Challenges and Opportunities

2.

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Code of Virginia Mandates

- § 37.2-500 requires a CSB to provide emergency services and, subject to availability of funds appropriated for them, case management services and to function as the single point of entry into publicly funded mental health, developmental, and substance abuse services. The Code does not mandate populations to be served or how mandated services must be provided (types, amounts).

- Section 4.d of the performance contract states a CSB shall provide services to adults with SMI, children with or at risk of SED, or individuals with ID or SUD to the greatest extent possible within resources available to it.

3.

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Code of Virginia Mandates

- § 37.2-501 or § 37.2-602 requires appointments to a Board of Directors to be between six and 18 members and be broadly representative of the community; ⅓ must be individuals who are receiving or have received services or family members and one individual must be receiving services currently. Information about appointments is included in the Performance Contract.
- State Board Policy 1040 (SYS) 06-3: It is the policy of the State Board that CSBs support the involvement and participation of individuals receiving services and family members through recruiting, training, and supporting individuals and family members to serve as board members and advocate their appointment with appointing authorities.

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Code of Virginia Mandates

- It is also State Board policy that CSBs work closely with boards of supervisors or city councils and county administrators or city managers to help them meet or exceed the membership requirements in § 37.2-501 or § 37.2-602.

- Subsection A. 14 of § 37.2-504 requires CSBs to take all necessary and appropriate actions to maximize involvement and participation of individuals and family members in policy formulation and services planning, delivery, and evaluation.

- While local governments are responsible for complying with the mandate in § 37.2-501 or § 37.2-602 , CSBs clearly have a role and responsibility to help their local governments do this.

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Code of Virginia Mandates

- In FY 2013, the statewide percent of board appointments filled by individuals or family members was 48%.
  - 5 CSBs did not meet the statutory minimum of 33%,
  - 3 CSBs had no individuals who are receiving or have received services, and
  - 14 CSBs had no individuals currently receiving services.
- § 37.2-504 requires a CSB to submit its performance contract to its local governing body or bodies for approval and authorizes the CSB to provide services under its contract and to enter into contracts for services.

6.

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Code of Virginia Mandates

- § 37.2-504 grants a long list of powers and duties, many of which are requirements, to CSBs including:
  - make policies concerning the delivery of services,
  - employ an executive director,
  - implement a reimbursement system to collect fees,
  - accept grants and federal funds and disburse funds,
  - apply for and accept loans,
  - develop written agreements with school divisions, health and social services departments, housing agencies, sheriffs, courts, AAAs, and DARS and review them annually, and
  - institute a dispute resolution mechanism for individuals receiving services.

7.

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Code of Virginia Mandates

- § 37.2-505 states a CSB is responsible for coordinating the services needed to accomplish preadmission screening and discharge planning for persons referred to the CSB.

- § 37.2-505 requires a CSB to provide preadmission screening pursuant to § 37.2-805 or Article 5 of Chapter 8 of any person who requires emergency services while in the CSB's service area.

- § 37.2-505 also requires a CSB to provide discharge planning for any individual who is to be released from a state facility who resided or chooses to reside in the CSB's service area and to arrange transportation for the individual upon discharge.

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Code of Virginia Mandates

- § 37.2-508 requires the Department to develop and initiate negotiation of contracts through which it provides funds to CSBs for mental health, developmental, and substance abuse services.
- State Board Policy 4018 requires the Department and each CSB to enter into a contract and makes it the primary accountability and funding mechanism for a CSB with the Department.
- Subsection B of § 37.2-508 provides local governing bodies with the opportunity to approve the contract before it is submitted to the Department, but this is not required for the Department to approve the contract. It is important to note that local governments are not parties to the performance contract.

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Code of Virginia Mandates

- Subsection C of § 37.2-508 requires the performance contract to
  - delineate Department and CSB responsibilities,
  - specify conditions to be met for receipt of state funds,
  - identify groups to be served with state-controlled funds,
  - contain outcome and provider performance measures,
  - contain mechanisms to manage state hospital bed use,
  - establish enforcement mechanisms, and
  - include reporting requirements and information about revenues, costs, services, and individuals receiving services.

10.

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Code of Virginia Mandates

- Subsection D of § 37.2-508 establishes the following requirements for a CSB to receive state-controlled funds:
  - its contract is approved by the CSB's local governing bodies,
  - it provides service, cost, and revenue data and data about individuals receiving its services,
  - it uses standardized cost accounting and financial management practices approved by the Department.
- Subsection E of § 37.2-508 authorizes the Department to terminate all or part of the contract under certain conditions and contract with another CSB or a private provider to obtain the services in the contract.

11.

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Code of Virginia Mandates

- Subsection A of § 37.2-509 specifies criteria for allocations of state-controlled funds to CSBs and requires local governments to provide a 10 percent match of the state funds.

- Subsection B of § 37.2-509 requires the Department to notify local governments before implementing any reduction of state-controlled funds and a local government to notify the CSB and Department before reducing local matching funds.

- Subsection C of § 37.2-509 requires the CSB to include all fees it collects in its contract and retain and use them for mental health, developmental, and substance abuse services purposes.

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Code of Virginia Mandates

- Section 37.2-805 requires CSBs to screen voluntary admissions to state hospitals.
- Section 37.2-816 requires CSBs to provide preadmission screening reports on individuals subject to involuntary admission hearings.
- Subsection B of § 37.2-817 requires CSB staff to attend involuntary admission hearings.
- Subsection F of § 37.2-817 requires CSB staff to prepare and monitor involuntary outpatient treatment plans and orders.

13.

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Code of Virginia Changes

- The 2012 General Assembly revised the entire Code of Virginia to replace out-of-date terms with current, people-first terminology.
- The revision eliminated mental retardation, except for some capital sentencing provisions, and replaced it with intellectual disability when referring to the condition an individual has and developmental when referring to services for these individuals (not intellectual disability services).
- It replaced "the mentally ill" and similar terms with individuals with mental illness and replaced consumer, patient, or resident with individual or individual receiving services, so those older, archaic terms should no longer be used.

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Code of Virginia Changes

- The revision also defined behavioral health and developmental services, individual or individual receiving services, intellectual disability, and mental health services and revised the definition of training center and replaced state mental health and mental retardation facilities with state hospitals and training centers.

- Legislation in 2012 also eliminated the term annual before performance contract in § 37.2-504 and § 37.2-508 of the Code. This permitted but did not require a biennial contract for FY 2013 and FY 2014 with the insertion of new Exhibits A, E, F, G, and H for FY 2014, and the Department chose to do this.

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Development of the Contract

- The Department first funded CSBs in 1971 through a program application, a line item grant mechanism with no information about services or individuals served. Department awards to CSBs grew from $480,078 in FY 1971 to $295 million in FY 2013.
- Based on a 1982 Commission on MH and MR recommendation, the Department developed the performance contract with extensive involvement by CSBs in 1983 and issued the first contract for some CSBs to use in 1985.
- The Department phased out the program application by 1992, and the performance contract became the primary mechanism used to fund community services.

16.

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Development of the Contract

- The shift from a focus on line-item budgeting in the program application to services and individuals receiving them in the performance contract was the first of three major developments in the evolution of increased CSB accountability to the Department, General Assembly, and local governments.

- The General Assembly's Hall-Gartlan Joint Subcommittee studied the services system in the mid-1990s and produced House Bill (HB) 428, the first comprehensive revision of Chapter 10 of Title 37.1 since the original enabling legislation was enacted in 1968.

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Development of the Contract

- HB 428 was the second major development in the evolution of increased CSB accountability.
- It defined three types of CSBs and their different relationships with and accountability to their local governments: operating CSBs, administrative policy CSBs, and a policy-advisory CSB with a local government department.
- HB 428 also identified CSBs as the single points of entry into publicly funded mental health, developmental, and substance abuse services and formally recognized the contract as the primary funding and accountability mechanism for CSBs.

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FY 2013 and FY 2014 Contract

- The Performance Contract consists of two documents:
  - the contract itself, which includes the contract body (21 pages) signed by the CSB chairperson and executive director, and 11 exhibits (36 pages); and
  - the Partnership Agreement (11 pages).
- A number of documents are incorporated into the contract by reference (e.g. Taxonomy, CCS 3, CSB Admin Requirements).
- Most of the contract is a standard document with identical provisions and requirements applicable to all CSBs and the Department; it is negotiated each year by a committee of representatives from the VACSB and the Department.

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FY 2013 and FY 2014 Contract

- Exhibit A contains revenues, services, and costs projected by the CSB. The Department negotiates an Exhibit A with each CSB.

- Exhibits D: Individual CSB Performance Measures, G: Local Contact for Disbursement of Funds, H: CSB Board Membership, and J: Joint Agreements are also particular to each CSB.

- Exhibits B: Continuous Quality Improvement, C: Discharge Assistance Program Requirements, E: Performance Contract Process, F: Federal Compliances, I: Administrative Performance Standards, and K: General Requirements are the same for all CSBs.

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Performance Contract Process

- Exhibit E describes the process for developing, submitting, and negotiating the contract and contains various reporting requirements, many of which are linked to receipt of future payments from the Department.

- The Department provides the first two semi-monthly disbursements of state and federal funds for the month of July automatically - even without a contract being submitted. The Department provides the next four disbursements for August and September once it receives a complete contract from the CSB that has been approved by the CSB's board of directors.

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Contract Process and CCS 3

- Future disbursements depend on approval of the contract by the Department and submission of various reports and documents to the Department throughout the contract term.
- CSBs are required to submit monthly Community Consumer Submission (CCS 3) extracts to the Department. These contain information about individuals receiving services and services provided. This data is the basis for CSB quality improvement measures and for the annual report the Department submits to the Governor and General Assembly. CCS 3 also satisfies extensive federal block grant reporting requirements.
- CCS 3 is the third major development in the evolution of increased CSB accountability.

22.

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Partnership Agreement

- The Partnership Agreement describes the roles and responsibilities of the partners in the public system of mental health, developmental, and substance abuse services: the Central Office of the Department, state hospitals and training centers operated by the Department, and CSBs.

- It includes sections on core values, indicators reflecting them, critical success factors, accountability, involvement and participation of individuals receiving services, the System Leadership Council, communication, quality improvement, reviews, consultation, and technical assistance, revision, relationship to the performance contract, and implementing Creating Opportunities initiatives.

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CSB Administrative Requirements

- The CSB Administrative Requirements document (37 pages) by agreement of the parties is incorporated into and made a part of the Performance Contract by reference.

- It contains ongoing statutory, regulatory, policy, and other requirements that are not contained in the contract itself.

- Part II contains state requirements for CSBs related to financial management, procurement, reimbursement, human resource management, information technology, planning, forensic services, access to services, and continuous quality improvement expectations.

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CSB Administrative Requirements

- Section III. A. 3 allows the Department to accept CARF surveys as a review of compliance for those licensing regulations that are the same as CARF for CSB outpatient and day support services with triennial licenses. This significantly reduces workload for applicable CSBs and the Department.
- The CSB Administrative Requirements also contain three appendices: Continuity of Care Procedures, Substance Abuse Treatment and Prevention Block Grant Requirements, and Unspent Balances Principles and Procedures.
- The CSB Administrative Requirements is a useful reference manual in which many requirements from various sources are located in one place.

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Monitoring the Contract

- The Department monitors the contract in various ways:
  - mid-year and end-of-the-fiscal year CARS reports on revenues and expenditures which document compliance with federal block grant requirements, state matching funds requirements, and Appropriation Act provisions;
  - CCS 3 extracts on individuals served and services provided;
  - licensing almost 900 service providers, including CSBs;
  - CPA audits from CSBs and the behavioral health authority; and
  - program and financial reviews conducted periodically by the Department on all CSBs.

26.

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FY 2013 and FY 2014 Contract

- This contract is in effect for a term of two years, commencing on July 1, 2012 and ending on June 30, 2014, if by mutual agreement of both parties it is renewed for an additional fiscal year with the insertion of revised Exhibits A, E, F, G, and H for FY 2014.
- This meant the 30-day local public comment process and local government approval were not required for the FY 2014 renewal.
- The Department of Justice Settlement Agreement contains 22 requirements applicable to CSBs that are included in Contract Amendments No. 1 and No. 2, which have been signed by all CSBs.
- A new Exhibit C on the DAP was added this year as Amendment No. 3.

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Performance Expectations

- § 37.2-508 requires the Performance Contract to contain outcome measures for individuals receiving services, provider performance measures, satisfaction measures for individuals receiving services, and participation and involvement measures.

- Exhibit B in the Contract contains one provider performance measure for the percent of individuals discharged from inpatient services who keep a non-emergency face-to-face appointment within 7 business days.

- It also contains a measure for pregnant women receiving substance abuse services within 48 hours of requesting them (an SAPT block grant requirement).

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Performance Expectations

- Exhibit B contains performance expectation affirmations about:
  - emergency services (24/7, access to a preadmission screening evaluator within 15 minutes, and an evaluation within one hour),
  - co-occurring disorders (screening, assessment, organizational self-assessment, CCS 3 data),
  - data quality (no more than 5% fatal errors),
  - employment and housing opportunities (asking individuals if they want to work and helping them seek employment and maximizing resources for affordable housing and supports).

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Performance Expectations

- Contract Amendment No. 1 contains 22 specific requirements related to the DOJ Settlement Agreement. These include:
  - enhanced case management visits and documentation,
  - expanded crisis stabilization services,
  - emphasis on integrated employment opportunities,
  - expanded housing opportunities,
  - greatly enhanced and more intensive discharge follow up,
  - extensive quality improvement requirements, and
  - additional data collection and reporting requirements.

30.

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Performance Expectations

- Last year, the Department and the VACSB DMC established seven behavioral health quality improvement measures:
  - Assertive Community Treatment Outcomes (PACT)
  - *Employment Status of Adults in MH CM Services.*
  - *Intensity of Engagement by Adults in MH CM Services*
  - *Intensity of Engagement by Adults in SA Outpatient Services*
  - *Retention in Community SA Services*
  - Days Waiting to Enter SA Treatment
  - *Intensity of Engagement in Children's MH Outpatient Services*

Italicized measures are reported monthly for each CSB in the HHR data dashboard and will be on the Department's web site soon.

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Employment
Performance Expectations

- State Board Policy 1044 (SYS) 12-1 Employment First: It is the policy of the Board that in the development and implementation of policies and procedures and the delivery of services, the Department and CSBs shall ensure that community-based individual supported employment in integrated work settings is the first and priority service option offered by case managers and support coordinators to individuals receiving mental health, developmental, or substance abuse day support or employment services and shall expand access to integrated, community-based employment opportunities for individuals receiving services.

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Employment
Performance Expectations

- State Board Policy 1044 (continued): Individuals should be active participants in developing their person-centered plans annually, including discussion of integrated, community-based employment services at least annually and inclusion of employment-related goals in individualized services and supports plans.

- Finally, it is the policy of the Board that the Department and CSBs shall establish clear outcome expectations for employment to include annual baseline employment data and specific percentage goals for individuals receiving employment services and remaining in integrated work settings.

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Performance Expectations

- This year, the Department and the VACSB DMC have established two DOJ enhanced developmental case management measures:
  - Individuals meeting the criteria for enhanced developmental case management visits who received at least one face-to-face visit in a month, and
  - Individuals receiving enhanced developmental case management visits who received at least one visit in their place of residence at least every other month.

These measures are reported monthly for each CSB in the HHR data dashboard and will be on the Department's web site soon.

34.

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Performance Expectations

- Data for these measures is derived from Community Consumer Submission (CCS 3) extracts from the CSB's information system that are sent monthly by each CSB to the Department.

- Given the high visibility of these measures, the CSBs need to ensure their CCS 3 data for them is complete and accurate.

- Each quality improvement measure is displayed with a bar graph and data table, listing each CSB's accomplishment for the previous 12 months compared with the 12 month figure for the previous reporting period and showing change (increase, decrease, no change) with directional arrows.

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Major Challenges and Opportunities

- A major initiative and challenge for the entire services system (Department, CSBs, private providers) now and in the near to intermediate future will be successful implementation of the DOJ Settlement Agreement.
- The Agreement will result in closure of 4 state-operated training centers and the addition of thousands of Medicaid-funded Home and Community-Based Waiver slots by 2020.
- Successful implementation of the Settlement Agreement will require greatly enhanced case management services, expanded quality assurance efforts, development of many additional services , and significantly increased monitoring of community placements.

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Major Challenges and Opportunities

- The START Program was initiated before the DOJ Settlement Agreement. It consists of 5 regional crisis stabilization programs for individuals with intellectual disability and co-occurring mental illness who would be at risk of admission to a training center. It is being restructured.
- Another very significant challenge will be implementing Medicaid managed behavioral health. DMAS has awarded the contract to Magellan. In three years, this contract will shift to an at-risk contract for providers.
- Another major challenge and opportunity will be working with the DMAS to implement the Commonwealth Care Coordination (Medicare/Medicaid dual eligible) Project.

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Major Challenges and Opportunities

- Coping with implementation of the Affordable Care Act will be another major challenge and opportunity:
  - Medicaid expansion
  - Health care marketplace (insurance exchange)
  - Effects on CSBs as employers
- Implementing the Employment First Initiative (DOJ and non-DOJ) will involve a fundamental change in how CSBs operate.
- To deal with all of these challenges and opportunities, CSBs will need to:

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Major Challenges and Opportunities

- Operate as part of a system corporately with all CSBs,
- Enhance case management to be the hub of the wheel with highly qualified and well-paid staff with reasonable caseloads,
- Strengthen relationships with and responsiveness to local and state partners and advocacy groups,
- Use reliable, high quality data to improve outcomes for individuals and enhance program performance,
- Deliver effective, accessible, responsive services - zero wait lists and no shows - to all populations (e.g., children, older adults),
- Know real costs and control them and enhance cost/benefits, and
- Position to compete effectively in a real managed care world.

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Resources and Questions

- Other resources, including the FY 2013 and FY 2014 Performance Contract and FY 2014 Renewal, are available on the Community Contracting Office page at the Department's web site: www.dbhds.virginia.gov/OCC-default.htm.

- The 2012 Overview of Community Services in Virginia presents a description of the community services system; it is available at www.dbhds.virginia.gov/documents/OCC-CSB-Overview.pdf.

- The Department's 2012 Annual Report contains a comprehensive picture of the whole services system; it is available at www.dbhds.virginia.gov/documents/olpr-Item304N-Annual-DBHDS-Rep-2011.pdf.