

Fairfax-Falls Church Community Services Board
May 25, 2011

The Board met in regular session at the Fairfax County Government Center, 12000 Government Center Parkway, Conference Rooms 9 and 10, in Fairfax.

The following CSB members were present: Martha Lloyd, Chair; Mary Ann Beall, Susan Beeman, Mark Gross, Diane Hofstadter, Glenn Kamber, Jean McNeal, Mattie Palmore, Mark Sites, Lori Stillman, Woody Witt, Jane Woods

The following CSB members were absent: Renée Alberts, Pam Barrett, Jessica Burmester, and Lynne Crammer

The following CSB staff were present: Gary Axelson, Bill Belcher, George Braunstein, Carolyn Castro-Donlan, Ginny Cooper, Evan Jones, Dave Mangano, Cathy Pumphrey, Jenna Rosenberger, Jim Stratoudakis, Will Williams, Alan Wooten, Laura Yager

Also present were other county staff, private sector staff and members of the public.

1. Meeting Called to Order

Ms. Lloyd called the meeting to order at 7:40 p.m.

2. Amendments to the Meeting Agenda

There were no amendments to the Meeting Agenda.

3. Matters of the Public

There were no matters of the public.

4. Consent Agenda

Mr. Glenn Kamber requested that the minutes from the Substance Use Disorders/Mental Health Workgroup and the External Committee be removed from the Consent Agenda.

➤ Ms. Mary Ann Beall moved the Board approve the Consent Agenda with the following items included:

- A. Approval of minutes from the April 27, 2011 Board meeting.
- B. Acceptance of minutes of the April 20, 2011 Executive Committee meeting.
- C. Acceptance of minutes of the April 6, 2011 Internal Committee meeting.

The motion was seconded by Ms. Mattie Palmore and approved.

5. Matters of the Board

- A. Ms. Lloyd shared with the Board that the June meeting will be the last one in Ms. Renee Alberts' term. Ms. Lloyd also shared with the Board the recent accomplishments of Mr. Ray Burmester and Ms. Jessica Burmester. Ms. Lloyd will further acknowledge these members at the June meeting when they are in attendance.
- B. Major Mark Sites provided the Board with an update on the May 14th Mental Health First Aid Forum.
 - Major Sites moved that the Board hold a similar forum in South County in September. The motion was seconded by Mr. Woody Witt and unanimously approved.
- C. Major Sites also noted that the External Committee will establish a workgroup whose task will be to develop a method of keeping these forums on an ongoing basis.
- D. The Board voted to have a June Board dinner the night of June 15th at Olive Garden.

6. Action Items

- A. Internal Committee Goals and Action Items – Mr. Mark Gross presented the Internal Committee's Goals and Action Items.

Mr. Kamber moved that Policy Development, Goal Three, Action Item 3B read "Review any proposed changes." The motion was unanimously approved.

Mr. Kamber raised that he did not believe that the Internal Committee should have the right to review all the documents produced by the Board's Committees. Mr. Gross noted that the Internal Committee review is a quality control function. The Board further discussed the roles of the Committees both in relation to each other and the full Board.

- Mr. Gross moved that the Board approve the Internal Committee's Goals and Action Items as amended. The motion was seconded by Ms. Lori Stillman and unanimously approved.
- B. Internal Flow of Information Chart – Mr. Kamber requested that the words "when appropriate" be replaced with "via Committees or directly to the Board."
 - Mr. Gross moved that the Internal Flow of Information Chart be approved as amended. The motion was seconded by Ms. Mary Ann Beall and approved.
- C. Dr. Jim Stratoudakis updated the Board that Ms. Laura Yager will be working to incorporate all County employees in the Mental Health First Aid Forum that will be coming in September. Dr. Stratoudakis then informed the Board that he is proposing no changes to the Fee Policy, Fee Regulation or the associated documents due to the upcoming changes in both Fairfax County's financial management system and new electronic health record. Discussion of the fee collection process and how the process will change in the future ensued. Mr. Kamber then expressed his opinion that the CSB should be allowed to retain the revenues it raises. The Board further discussed this option and Mr. Braunstein noted that the agency is

developing plans to address this issue. Mr. Kamber also requested that prior to the planned meeting between the Board of Supervisors and the Community Services Board the full Board convene to discuss both the agenda and strategies with which to approach the Board of Supervisors.

- Major Sites moved that the Board approve the continuation of the FY 2011 Policy 2120 on Reimbursement, Regulation 2120.1 dealing with Fee and Subsidy Related Procedures, the FY 2011 Ability-to-Pay Scale and the FY 2011 Fee Schedule as currently posted. The motion was seconded by Mr. Gross and unanimously approved.

7. Information Items

- A. Major Sites shared the External Committee Charter with the Board and noted that it will be an Action Item at the June Board meeting.
- B. Mr. Gross shared the proposed By-Laws with the Board that will come for full Board approval next month. Mr. Gross also shared a draft Code of Conduct and Profile and Core Characteristics of a CSB Board Member with the Board. These items were drafted or edited in the Internal Committee. Board members provided their input on these documents. Ms. Lloyd requested that the Board members send any edits or suggestions they have to the Profile and Core Characteristics document to Ms. Rosenberger by Friday, May 27th.

8. Executive Director's Report

- Mr. George Braunstein shared a letter that Ms. Lloyd sent to Chairman Bulova and the other Supervisors thanking them for their support in the budget.
- Key Project Update – Mr. Mangano talked about the accomplishments of the Office of Consumer and Family Affairs and provided the Board with a written report.
- Mr. Braunstein shared with the Board a letter complimenting the work of Ms. Tracey Bland, who works in the Planning and Information Management Office, specifically noting her patience and willingness to help. Mr. Braunstein asked for the Board's approval to send her a letter of thanks. Mr. Braunstein also shared a letter complimenting Dr. John Wilson who moved a consumer to INOVA Emergency Rooms quickly, recognizing a medical issue the consumer had and went above and beyond in his dedication and excellent work. Mr. Braunstein also asked permission to send a letter of thanks to Dr. Wilson.
- Mr. Braunstein also shared a letter he received from the Governor and noted that he also forwarded it to the Board electronically. The letter specifically recognized the work of those staff that provide intensive support services to individuals living in the community with serious mental illness.
- Regional Acute Care Update – Mr. Braunstein shared that the planning is going well and he and Mr. Witt will be attending the Fairfax City Council meeting to discuss any concerns they have. Mr. Braunstein will also meet with the relevant local representatives.

- Child Screening for Medicaid Services Update – Mr. Braunstein shared that mostly the CSB is awaiting final instructions. Ms. Carolyn Castro-Donlan shared that the agency has developed both a short and long term plan and is working to implement those while waiting for further clarification from the state.

9. Closed Session

Major Mark Sites moved that the Board go into a Closed Meeting for a discussion of personnel matters pursuant to Virginia Code §2.2-3711-A-1 for discussion of the evaluation of the Executive Director. The following CSB members were present: Martha Lloyd, Chair; Mary Ann Beall, Susan Beeman, Mark Gross, Diane Hofstadter, Glenn Kamber, Jean McNeal, Mattie Palmore, Mark Sites, Lori Stillman, Woody Witt and Jane Woods.

Major Mark Sites moved that the Board certify that to the best of their knowledge only the personnel matter for which the meeting was called was addressed in that closed session.

Actions Taken –

- (a) The Consent Agenda was approved as amended.
- (b) The Board approved the External Committee's plan to host another forum in September in the South County Center.
- (c) The Internal Committee's Goals and Action Items was approved as amended.
- (d) The Internal Flow of Information Chart was approved as amended.
- (e) The Board gave Mr. Braunstein permission to send letters of thanks to Ms. Tracey Bland and Dr. John Wilson.

There being no further business to come before the Board, the meeting was adjourned at 9:47 p.m.

June 22, 2011
Date Approved

Jenna Rosenberger
Jenna Rosenberger, Clerk to the Board

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