

Fairfax-Falls Church Community Services Board

June 27, 2012

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

The following CSB members were present: Pamela Barrett, Mary Ann Beall, Jessica Burmester, Lynne Crammer, Mark Gross, Glenn Kamber, Lisa Kania, Karen Margensey, Jean McNeal, Mattie Palmore, Mark Sites, Lori Stillman Woody Witt, Jane Woods

The following CSB members were absent: Susan Beeman, Martha Lloyd, Chair

The following CSB staff was present: Dr. Gary Axelson, Bill Belcher, George Braunstein, Belinda Buescher, Ginny Cooper, Jeannie Cummins-Eisenhour, Evan Jones, David Mangano, Lisa Potter, Cathy Pumphrey, James Stratoudakis, Will Williams, Laura Yager

1. Meeting Called to Order

Vice Chair Mark Sites called the meeting to order at 7:34 p.m.

2. Matters of the Public

Raymond Burmester gave a brief statement requesting the CSB Board consider getting a Parliamentarian to attend the regular Board meetings and referenced Article VIII; Section 1 of the Fairfax-Falls Church CSB Bylaws.

3. Amendments to the Meeting Agenda

The meeting agenda was amended to add an action item regarding the CSB Board submission for the County's Legislative program and to reorder two of the action items.

4. Matters of the Board

- Jessica Burmester moved that the Internal Committee be tasked to consider the selection of a parliamentarian and if they concur, to provide amendments to the bylaws to include his authority and duties, and report back at the September Board meeting with their recommendation. . Motion was seconded and Mr. Gross voted no, the rest of the Board voted yes and the motion was carried.
- Jane Woods reported the Virginia Peoples with Disabilities was offering grants and moved that staff and interested Board members examine the efficacy of the CSB to apply for the grant with CSB Board members and staff working together on the application process. Motion was seconded and passed unanimously. Mark Gross, Lori Stillman and Jessica Burmester volunteered to work with CSB Staff.

5. Consent Agenda

Motion offered for Board approval of the Consent Agenda with the following items included:

- A. Approval of minutes of the May 23, 2012 Board meeting.
- B. Acceptance of minutes of the May 16, 2012 Executive Committee meeting.
- C. Acceptance of minutes of the May 25, 2012 Ad Hoc Fiscal Committee meeting.
- D. Acceptance of minutes of the June 1, 2012 Ad Hoc Fiscal Committee meeting.
- E. Acceptance of minutes of the June 8, 2012 Ad Hoc Fiscal Committee meeting.
- F. Acceptance of minutes of the June 15, 2012 Ad Hoc Fiscal Committee meeting.
- G. Acceptance of minutes of the June 22, 2012 Ad Hoc Fiscal Committee meeting.
- H. Acceptance of minutes of the May 2, 2012 Intellectual and Development Disabilities Workgroup.
- I. Acceptance of minutes of the May 9, 2012 Substance Use Disorders/Mental Health Workgroup.

Ms. Burmester requested that the May 23, 2012 Board Meeting Minutes be removed from the consent agenda and added to the meeting agenda for discussion.

- Ms. Burmester moved to strike from the May 23, 2012 minutes the following: “Chairman Lloyd proposed that due to some scheduling conflicts, the next regular Board meeting be held on Monday, June 25, 2012. There was a general consensus to meet on this alternate date. Please note: It was determined at a later date that the next regular Board meeting would be held on Wednesday, June 27, 2012”. The motion was seconded and approved.
- Mr. Kamber moved to revise Item 8. Budget Discussion/Fiscal Committee as well as the related Actions Taken Item #C. The motion was seconded. Following discussion, Mr. Kamber offered a revised statement indicating the CSB has approved representatives to be co-sponsors at the public hearings and work with the Human Service Council to review the proposed management plan, prioritize and choose the items for presentation, and that the CSB Board would develop its own position for presentation to the Board of Supervisors. Major Sites restated the motion to have the minutes revised with this language which was seconded and approved.

After discussion of no longer including draft Committee and Workgroup minutes, Major Sites moved for approval of the Consent Agenda with the following items removed: 1) Item A. minutes of the May 23, 2012 regular CSB Board meeting; 2) Item G. minutes of the Ad Hoc Fiscal June 22, 2012; 3) Item H. minutes of the May 2, 2012 Intellectual and Development Disabilities Workgroup; and 4) Item I. minutes of the May 9, 2012 Substance use Disorders/Mental Health Workgroup. The motion was seconded and passed unanimously.

6. Committee Reports

- A. External Committee: Mr. Sites reported that the majority of the meeting was spent reviewing the FY13 County Legislative Issues Paper. Access to the VACSB’s legislative document will soon be available and CSB staff will incorporate some of VACSB’s language and provide a draft Issues Paper for review to the CSB Board prior

to the July 25 meeting. The External Committee is requesting Ms. Jeannie Cummins-Eisenhour, CSB Manager Residential & Facility Development, provide an update of the Housing Plan at the July Board meeting. The External Committee will send out information in advance to the CSB Board on the Housing Plan and Fairfax REACH.

- B. Internal Committee: Mr. Gross reported on a discussion of the Electronic Health Record and the improvements it will have on the Cost of Services process in developing a fee schedule. Also, the Committee received a brief review of the Ad Hoc Fiscal Committee progress and overview of the Performance Contract. The Committee structure survey will be distributed once again in an effort for all Board members to complete and return.
- C. Ad Hoc Fiscal Committee: Mr. Kamber reported the Committee has had five meetings since it was established at the May 23, 2012 regular Board meeting and reported on the initial progress, work completed and future plans of the Committee. Mr. Kamber extended thanks to the members of the Ad Hoc Committee and CSB Staff for their participation and reported bi-weekly meetings will start in July 2012.
- D. CSB/Human Service Council: Ms. Crammer and Ms. Woods reported on the June 25, 2012 meeting with the Human Service Council and the overview provided by George Braunstein at the meeting. It was indicated the Council is gathering a great deal of information including background on CSB services, challenges facing the CSB and the budget shortfall. It was indicated this is part of a process to address the directive from the Board of Supervisors.

7. Information Item

Performance Contract – Ms. Pumphrey presented the FY13 and FY14 Performance Contract, changes made this year and noted the public comment period will end on July 25, 2012 with comments accepted at the July 2012 regular Board meeting.

8. Action Items

- A. CSB Fiscal Letter – Mr. Kamber presented and reviewed the draft letter prepared by the Ad Hoc Fiscal Committee. Following a lengthy discussion including a proposed revision to have Medicaid maximization removed from the draft, Mr. Kamber offered a motion to have each CSB Board member take the draft letter to their supervisor, as revised, address the concepts in the letter and advise that the CSB Board has asked the CSB Executive Directive to take these steps which will be tracked. Ms. Burmester seconded the motion, and after further discussion, Mr. Kamber revised the motion to have the Board adopt the actions included in items 1, 2 and 3 in the draft letter. The motion was seconded and passed unanimously.

Mr. Kamber moved that the CSB Board members meet with their supervisor before July 24, 2012, with a summary of items 1, 2 and 3 from the draft letter to talk about the steps the CSB has taken and discuss the CSB's thinking about stabilization. The motion was seconded and passed unanimously.

- B. Election of Officers – Ms. Palmore submitted the following nominations from the Nominating Committee. For Chairman - Glenn Kamber and Mark Sites; for Vice

Chairman – Jane Woods; and for Secretary – Lisa Kania and Mark Gross. Ms. Palmore asked if there were any further nominations for Chairman. There being no response Ms. Palmore closed the nominations for Chair. Ms. Palmore asked if there were any further nominations for Vice-Chairman and there being no response, Ms. Palmore closed the nomination for Vice Chairman. Ms. Palmore asked if there were any further nominations for Secretary, and there being no response, Ms. Palmore closed the nomination for Secretary. Ms. Palmore gave an opportunity for each nominee to give a brief speech. After the speeches, Ms. Palmore announced that the Nominating Committee had decided to cast written ballots. Ms. Beall raised a point of order under the Freedom of Information Act statute that secret or written ballots are illegal. Following discussion, the ballots were handed out and once the votes were cast, the ballots were collected and then openly counted in the room by CSB staff Cathy Pumphrey and Laura Yager. Ms. Palmore announced there was a tie for Secretary and prior to a second vote being undertaken, Mr. Gross withdrew his name for Secretary. Before the final results of the vote were announced, Ms. Woods moved the elections of Chairman, Vice Chairman and Secretary be recorded by acclamation which states publicly the vote. The motion was seconded twice. Ms. Palmore then announced all 14 Board members in attendance voted and the results included: Mark Sites was elected as Chair by a vote of 9-5, Jane Woods elected Vice Chair by a vote of 14, and Lisa Kania elected as Secretary with Mark Gross withdrawing his name. Ms. Woods immediately renewed her motion that the election was carried by public voice vote acclamation and it was passed.

- C. CSB Work Session Meeting – Major Sites provided background on the work session meeting to be held the first week of July that was followed by Board agreement to hold the session on July 2, 2012, at 5:30 pm.
- D. CSB Submission to the County's Legislative Program - Major Sites reported that the External Committee when reviewing the FY 2013 County's Legislative Issues Paper had two items to add. Major Sites moved for the CSB Board approval of two Budget amendments for the Board of Supervisors to present to the State: ITC Funding in FY13 and FY14 and Waiver Rates & Slots in FY14. The motion was seconded and passed unanimously.

9. Executive Director's Report

- Mr. Braunstein reported that Ann Bahr, Clerk to the Board will be moving to the Department of Taxation Administration at Fairfax County and thanked Ann for her work with the Board and CSB. Mr. Braunstein asked the Board to approve a thank you letter to all CSB staff from the CSB Board, a copy of which would go in their personnel files. There was no objection.
- Legislative Update: Mr. Braunstein reported the final budget document will be ready for CSB use within the next two weeks.
- Budget Update: Mr. Braunstein reported that he will get a copy of the finance plan from the Board of Supervisors to all CSB Board members.
- Training Center-DOJ Agreement Update: Mr. Braunstein reported the region hosted the first of quarterly meetings with stakeholders. CSB staff will send out the meeting schedule and sign-up for workgroups, which consists of the key areas.

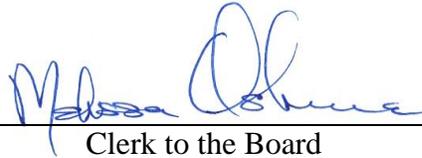
Closed Meeting & Certification of Closed Meeting – Ms. Woods motioned to have the personnel performance review moved to the July regular Board meeting. The motion was seconded and passed unanimously.

Actions Taken –

- (a) Amendments to the Meeting Agenda were accepted.
- (b) The May 2012 CSB draft minutes were approved as amended.
- (c) Following removal of some items, the Consent Agenda was approved to include Items B, C, D, E and F.
- (d) The Internal Committee was tasked to consider the selection of a parliamentarian and if they concur, to provide amendments to the bylaws to include his authority and duties and to report back to the Board in September with their recommendation.
- (e) Approval to apply for a grant with the Virginia Peoples with Disabilities.
- (f) CSB adoption of actions in items 1, 2 and 3 in the draft fiscal letter and CSB Board members meet with their supervisors prior to July 24 to discuss those actions adopted and CSB's thinking on stabilization.
- (g) Voted for CSB Officers which was recorded by affirmation.
- (h) A CSB work session was scheduled for July 2, 2012.
- (i) Approved two Budget amendments to present to the Board of Supervisor for inclusion in the County's Legislative program.
- (j) Rescheduled Closed Session to the July regular CSB Board meeting.

There being no further business to come before the Board, Major Sites moved the meeting be adjourned at 10:13 p.m. which was seconded and passed unanimously.

July 25, 2012
Date Approved

 on behalf of
Clerk to the Board