

Fairfax-Falls Church Community Services Board
July 24, 2013

The Board met in regular session at the Fairfax County Government Center, 12000 Government Center Parkway, Conference Rooms 2 and 3, in Fairfax, VA.

The following CSB members were present: Ken Garnes, Chair; Gary Ambrose, Pam Barrett, Jessica Burmester, Mark Gross, Kate Hanley, Suzette Kern, Juan Pablo Segura, Lori Stillman, Diane Tuininga, Jeff Wisoff, Jane Woods and Spencer Woods

The following CSB members were absent: Susan Beeman, Paul Luisada and Rob Sweezy

The following CSB staff was present: George Braunstein, Gary Axelson, Belinda Buescher, Jeannie Cummins Eisenhour, Evan Jones, Jean Hartman, Dave Mangano, Davene Nelson, Lisa Potter, Jim Stratoudakis, Lyn Tomlinson, Daryl Washington, Steve Weiss, Lisa Witt, Alan Wooten and Laura Yager

1. Meeting Called to Order

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

2. Recognitions

Gary Axelson was recognized for his more than 28 years of service to the CSB. It was noted throughout the recognition that Mr. Axelson has brought a conscious to the mission of the CSB as well as continually contributed to solid evidence-based practices being in the forefront of the services provided.

5. Approval of the Minutes

A motion was offered by Mark Gross for approval of the May 1, 2013 Board work session, as well as the May 22, 2013 and June 26, 2013 meeting minutes as amended of the Fairfax-Falls Church Community Services Board which was seconded and passed.

6. Matters of the Board

Joining the CSB Board as a representative of the Office of the Sheriff, Captain Spencer Woods was welcomed as a member of the CSB Board.

7. Executive Directors Report

Referencing a handout that provides background and talking points on an amendment to the Fairfax County Zoning Ordinance to allow for development of residential studio apartments, it was indicated there may be reservations by some Supervisors in moving the proposal forward to the Planning Commission for public review. The proposal has the potential to accommodate more individuals served by the CSB, however, concerns have been expressed regarding converting single family dwellings for this purpose along with resulting population density and transportation needs. As the Board of Supervisors (BOS) will be considering this amendment and variations at the July 30th meeting, and if in agreement with the talking points provided, CSB Board members are being requested to contact their Fairfax County

Supervisor to encourage sending the proposal to the Planning Commission for the public comment and hearing process. Following further discussion, George Braunstein requested CSB Board members contact him or Jeannie Cummins Eisenhour, CSB Investment and Development Manager, to address any further questions.

8. Committee Reports

A. *Fiscal Oversight Committee:*

- Suzette Kern provided a report that included the following:
 - ♦ Two new members joined the committee, Kate Hanley and Jeff Wisoff, and Susan Beeman has resigned. At the next meeting, an agenda item will be to revise the committee charter and remove any reference to a limitation on the number of CSB Board members eligible to participate.
 - ♦ A draft of the 4th quarter report to the BOS should be complete by next week and it is anticipated it will be presented to the CSB Board members for review the week of August 4th, with submission to the BOS the following week. Clarification was provided that this review process by the CSB Board was initially handled in meetings, and recently, the review has been coordinated by email. Should there be an issue that requires full Board discussion, a meeting will once again be convened. Without formal Board action, it was indicated the document will be presented as a report of the CSB Fiscal Oversight Committee.
- At the end of FY2013, the CSB has a \$1.9 million unreserved balance.
- A monthly financial update will be included in the CSB Board meeting packet moving forward.
- On September 25th, a budget 101 work session will be held prior to the CSB Board meeting to provide an overview of the budget process and related activities.

D. *Other Reports:*

Mark Gross provided background on the proposed restructuring of the CSB Board committee and workgroups brought forth at the May and June CSB Board meetings and currently tabled for consideration. It was indicated part of the objective of the proposal is to prevent duplicative efforts and, at the same time, reduce the volume of meetings Board members are requested to attend. Mr. Gross offered to provide further information and encouraged members to contact him directly.

9. Action Items

A. *Associate Committee Members*

Mr. Garnes noted the proposed Associate Committee Members were initially presented at the June meeting as required by the Bylaws and are now coming before the Board for final action. Mr. Gross moved to accept the Associate Committee Members as presented, which was seconded and passed.

B. *Legislative Recommendations*

Belinda Buescher, CSB Public Information Officer, provided background on the white paper distributed that includes 1) position statements from the previous year as a

reference, 2) current issues being brought forward for review and updating, and 3) a new proposal on Medicaid funded transportation services provided by LogistiCare.

During discussion, the following issues were identified:

- Consolidated Intellectual Disability (ID) and Development Disability (DD) Waivers. Noting the ID waiver currently allows for broader coverage than the DD waiver, it was indicated any consolidation should not reduce, but instead enhance the breadth of services. Indicating further information on the level of coverage being considered will be available once the state consultant report is issued, it was stressed that the consolidated waiver criteria needs to include language that defines person-centered, individualized funded services. Following further discussion, a motion was offered by Ms. Hanley to direct staff to modify support language for the consolidated ID/DD waiver to specify that once the Department of Medical Assistance (DMAS) shares the consultant report, a stakeholder group be convened to ensure development of a person-centered waiver system with sufficient funding for services. Ms. Burmester offered an amendment to the motion that CSB staff keenly familiar with the waivers be consulted in developing the precise language for this legislative proposal. With this friendly amendment, the motion was seconded and passed.
- Early Intervention Services for Infant and Toddler Connection (ITC). In reviewing the statement, it was recommended the sustainable funding request remain at \$8 million as in the previous year, citing this is an issue in which the legislature is very familiar and supportive. In addition, it was suggested to only reference the historical increases in requests for services. Noting there may not be a need to use the \$1 million reserve fund in FY2014 and following further discussion of funding, the consensus was to support the Virginia Association of Committee Services Board (VACSB) state-wide funding proposal.
- Supportive Housing: In addition to the proposal included in the draft white paper, it was indicated there is a Region II housing proposal that the VACSB will be supporting. Efforts will be made to further refine the language to ensure the two proposals are addressed.

Ms. Burmester offered a motion that the revisions discussed be incorporated and the language refined by staff in the white paper, after which the document is to be submitted by August 5, 2013. This motion was seconded and passed.

- LogistiCare: In reviewing a new position statement drafted at the request of some Board members supporting a study on Medicaid funded transportation services, it was recommended language be added that DMAS convene quarterly public meetings to review performance and that health and safety issues be emphasized. A motion was offered by Ms. Burmester to incorporate the proposed revisions and approve the position statement. Following further suggested edits including reorganizing some information, the motion was brought forward with friendly amendments, which was seconded and passed. Clarification was requested and provided that this is solely a position statement and pursuit of any legislative action will be handled by the ARC of Virginia which has indicated an intention to seek a study.

A request was made that the legislative proposals be organized and prioritized to indicate which are to be included in the BOS package, regional commissions, etc. In discussing the use of the white paper, it was noted the document is not only provided to the Human

Services Council, but is a valuable reference document that is used during the legislative session to provide background and answer questions as issues are considered.

C. FY2013 Carryover

Lisa Witt, CSB Fiscal Administrator, provided background on the CSB FY2013 Carryover proposal which, due to the short timeframe allotted for submission, has been forwarded to the Department of Management and Budget contingent upon CSB Board approval. It was indicated the CSB ended the year with a \$1.9 million balance after encumbering \$3.5 million to cover unprocessed billing and setting aside the \$1 million Infant and Toddler Connection (ITC) reserve fund. Of the \$1.9 million balance, the CSB is requesting 1) \$800,000 for data conversion and business alignment of the Credible electronic health record system, 2) \$400,000 to support individuals in the bridging affordability program to maintain their housing, 3) \$280,000 for sequestration offset, and 4) \$420,000 unreserved. Although it was noted the best practice has been not to request a specific designation for any unreserved balance unless a strong need exists, it was recommended that through oral testimony or the CSB 4th quarter report to the BOS, a request be presented for the unreserved funds to be designated for CSB expenditures.

Following the discussion, Mr. Gross moved to approve the CSB FY2013 Carryover submission which was seconded and passed.

D. Ad Hoc Policy Review Committee

Mr. Garnes noted as the CSB Board policies are to be reviewed triennially, it has been recommended an ad hoc committee be established to undertake this review and report back to the Board. This limited-term committee would consist of a few Board members and be supported by CSB staff Jim Stratoudakis, Director of Quality, Compliance and Risk Management. A motion was offered by Ms. Kern to establish an ad hoc Policy Review Committee, which was seconded and passed. Following a request, Gary Ambrose, Jessica Burmester and Lori Stillman volunteered to participate in the committee.

10. Information Items

A. Priority Guidelines Access to CSB Services

Noting the proposed Priority Guidelines were prepared by the CSB leadership team in response to increasing demands with limited resources, Mr. Braunstein indicated staff was present to answer questions. The request being put forth to the Board is to establish a process to consider the proposed guidelines and definitions for those identified as priority to receive the range of services to meet their needs. It was indicated over the last 10 years, the populations identified in the guidelines are the individuals that have been served and this is a method to document the information so staff across the system has a definitive guide. More specifically, the document will assist staff which encounters the need to make these decisions daily. Additional background was provided on the ethical guidance that was endorsed by the CSB Board in 2008 when faced with funding reductions.

It was suggested an ad hoc workgroup or committee of the Board be designated to review the proposal. In response to Board members willing to serve, Mark Gross, Diane Tuininga, Suzette Kern and Gary Ambrose volunteered.

B. Strategic Planning Workgroup

Lisa Potter, Director of Performance-Quality Improvements, reported on a proposal to develop a current strategic plan, with the process beginning in September and involving input from stakeholders, the public and others. The goal is to have a draft by January 2014 and a final plan by July 2014. During the Board discussion, some concerns were raised as to the need for a strategic plan and, it was noted with the ongoing transformation process and development of priority service guidelines, whether this would be the appropriate time to pursue. In response, it was noted developing a long term plan is essential in providing an organized, agreed upon framework to guide the decision making process in areas such as budget, service priorities, etc. Staff indicated portions of the strategic planning development process have already been addressed and will not need to be recreated. Following further discussion, it was agreed that a strategic planning process will begin with two Board members involved in the process, Suzette Kern and Gary Ambrose, and the current strategic plan will be distributed to all Board members for review.

C. Draft Transformation Report to the Board of Supervisors

Mr. Garnes indicated the draft Transformation report to the Board of Supervisors is being provided to allow time for review, especially for the newer Board members not familiar with the history in developing the report. It was requested at the September CSB Board meeting, members come prepared to discuss and act upon the report. Ms. Kern commended staff on the drafting of the report.

11. Closed Session

Gary Ambrose, CSB Board Secretary, reported he offered a motion that a closed meeting be convened for a discussion of personnel matters pursuant to Virginia Code §2.2-3711-A-1. The motion was seconded and passed.

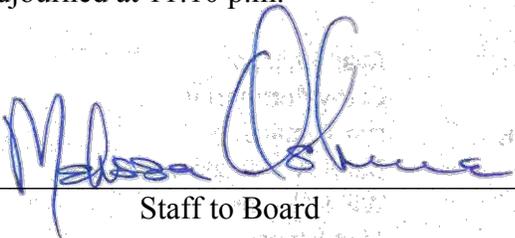
12. Certificate of Closed Meeting

Mr. Ambrose reported that Ms. Woods offered a motion to adjourn the meeting and 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. The motion was seconded and passed.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 11:10 p.m.

September 25, 2013

Date



Staff to Board