

Fairfax-Falls Church Community Services Board
July 23, 2014

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

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

The following CSB members were absent: Dallas “Rob” Sweezy

The following CSB staff was present: Len Wales, Peggy Cook, Jeannie Cummins Eisenhour, Jean Hartman, Evan Jones, Victor Mealy, David Mangano, Jerome Newsome and Lyn Tomlinson

1. Meeting Called to Order

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

2. Recognition

Mr. Garnes introduced the Chance for Change team, winners of the 2104 CSB Spirit of Excellence Award. Peggy Cook, Service Director for Residential Treatment, provided background on the collaborative effort of the team to address the needs of the individuals being served by the CSB. Those members of the team that were in attendance included Valanda Engram Harris, Bob Jones, Debra Quesenberry, John Sullivan, Lyn Tomlinson, LaVurne Williams and Peggy Cook.

3. Matters of the Public

Lynn MacDonald with Community Residences, Inc., a partner agency providing services for individuals with Intellectual and Developmental Disabilities, extended an invitation to Board members to a July 29th event offering opportunities to tour some new as well as recently renovated residences.

4. Approval of the Minutes

Kate Hanley offered a motion for approval of the June 25, 2014 Fairfax-Falls Church Community Services Board meeting minutes as amended which was seconded and passed.

5. Matters of the Board

- Jane Woods, in her capacity as a representative of the Advisory Council to the Fairfax County Redevelopment and Housing Authority, indicated within the “Moving to Work” designation, rent reform efforts are being put in place for the pilot group which should be completed by the end of the calendar year.
- Referencing a recently publicized situation regarding autism, Lori Stillman mentioned that the demands for caring for individuals with autism can be overwhelming and

encouraged the CSB to continue to advocate for additional funding to help families to care for their children with autism. Susan Beeman further supported this recommendation and suggested that information on the Family Support Program, which provides respite funding, be listed on the CSB website.

- Mr. Garnes noted the CSB Executive Director search is progressing and moving closer to possibly extending an offer in the near term. He indicated the Board will be kept apprised as the process continues to develop.

6. Directors Report

- Within the CSB Workplan, Len Wales highlighted the following:
 - While the Informatics section indicates some areas are behind schedule, this will be revised to reflect new developments and will be shared later in the meeting during the State Performance Contract update.
 - Significant progress has been made within Behavioral Health Outpatient.
 - An aggressive schedule continues on the Merrifield project as well as a communications plan to coordinate the activities. Currently, the building delivery is expected in September which is a slight delay and may impact the move-in schedule. It was noted as each section/program relocates to the facility, the services will be off line for a short period, but will immediately become operational upon move in. Services provided by the Call Center and Emergency Services, will continue to be operational throughout the relocation process.
- In addition to the youth crisis text line, information on a CrisisLink text line for all ages was distributed. It was noted the schools will have the youth text line fully publicized in all high and middle schools by September, and this will be further supplemented by the required online training of all school staff scheduled to be completed within the first quarter. Appreciation was extended to CSB Board members in distributing the text line information to community partners.
- With the closure of the Northern Virginia Training Center being extended until March 2016, it was emphasized this will provide further opportunities to advocate for Medicaid funding to fully cover the services needed by the individuals that will be relocating.
- Development of a dashboard to provide a summary overview of CSB activities continues and it is anticipated will be available next month.
- Noting revenues are expected to remain flat, a budget guidance document has been issued by the County Executive covering FY2015-FY2017. The guidelines request the following of each agency:
 - In the current year, FY2015, a 1% reduction.
 - In FY2016, a prioritized list of reductions totaling 3% which would be approximately \$3.3 million for the CSB.
 - For FY2017, lines of business will be revisited.

Staff has begun to identify the reductions and will present to the CSB Fiscal Committee for initial discussions. As the proposed reduction submission is due in October, it is anticipated the Board will be reviewing any proposals at the August and September meetings and may require a separate work session. Focus on the lines of business most likely will begin early next year.

7. Committee Reports

A. *Fiscal Oversight Committee*

Suzette Kern reported on the following:

- The committee has finalized the CSB Fiscal and Program Oversight year-end report to the Board of Supervisors (BOS) and Mayors of the Cities of Falls Church and Fairfax which will be presented for Board approval later in the meeting.
- The fund statement indicates an end of year overall surplus which it was emphasized is due to the high vacancy rates being maintained. Further, it was pointed out this high vacancy rate directly impacts the level of services provided.
- Len Wales has drafted financial policies which the committee will review.
- The August meeting will be devoted to the FY2016 budget submission and all Board members are encouraged to attend.

B. *Government and Community Relations Committee:*

- Ms. Woods noted some of the activities at the last committee meeting included:
 - The CSB portion of the human services legislative paper was prepared and will be presented for approval later in the meeting.
 - There was discussion of drafting talking points on some issues in the legislative paper for use during the special Virginia General Assembly session in September on Medicaid.
 - To schedule time with their legislative representatives, Board members were encouraged to make contact by the first week in September.
 - It was noted a separate talking points document will be prepared with issues prioritized for legislative meetings focused on the 2016 General Assembly session.
- As there has been discussion as to whether the committee needs to meet every month, Mr. Garnes indicated it may be a better use of Board member and staff time to revise the schedule to align with matters needing to be addressed. With this in mind, the committee will be establishing a new meeting schedule that will be updated on the Board annual calendar.
- Also, to ensure broad representation and balance, a request was made for additional Board members to join the committee, possibly some currently on the Substance Use Disorders/Mental Health Committee which has a large membership.

C. *Intellectual Developmental Disability (IDD) Committee*

Ms. Stillman reported on the following:

- The next meeting is scheduled on September 4th.
- An article on self-directed services is in the current edition of the CSB Beacon.
- Eight members of the legislative delegation sent a letter to Governor Terry McAuliffe recently requesting no action be taken on the Training Center land which it appears has been declared surplus property. During discussion, there

were questions raised as to the timing of the state's action as well as noting the keen interest of the Fairfax BOS in the property.

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

- Ms. Beeman indicated at the July meeting, an overview was provided of the issues discussed at the June Board meeting including the health care integration project as well as changes in the mental health laws.
- It was noted in preparation for the upcoming conference, the website has been established, www.WellnessandRecoverycommittee.org, and is accepting registrations.

8. Action Items

A. *CSB Associate Committee Members:*

Ms. Beeman noted at the June Board meeting, 13 organizations were submitted for consideration as Associate Committee members in FY2015, and as required by the CSB Bylaws, are now being presented for approval. Ms. Beeman offered a motion for Board approval of the slate of FY2015 Associate Committee members as presented, which was seconded and passed.

B. *Fiscal Yearend Report to Board of Supervisors:*

Ms. Kern provided background on providing reports to the BOS and Mayors of the Cities of Fairfax and Falls Church, indicating the committee previously submitted the reports on behalf of the Board on a quarterly basis. Noting the reports are now being provided semi-annually along with full Board endorsement, Ms. Kern offered a motion for approval to submit the CSB FY2014 Fiscal and Program Oversight Year-End Report to the BOS and Mayors of the Cities of Fairfax and Falls Church. The motion was seconded and carried.

C. *FY2014 Carryover Request*

Mr. Wales reviewed the carryover requests submitted to the Department of Management and Budget (DMB) contingent upon Board approval and noted the following:

- The initial \$12 million balance in the fund statement will be reduced by \$5.8 million of which \$4.8 million is the requested encumbered carryover, plus an additional \$1 million, the Infant and Toddler Connection (ITC) reserve.
- Of the \$6.2 million remaining balance, an unencumbered request has been submitted for \$1.4 million comprised of:
 - \$800,000--the Credible project
 - \$400,000--flexible housing assistance
 - \$100,000--suicide prevention training
 - \$100,000—prevention program for youth and gang violence
- DMB has initially requested \$4 million of the ending balance.
- It was reinforced that these year end funds are considered an unhealthy balance as it is attributable to the high vacancy rate being maintained which impacts services. In addition, due to filling many vacancies from within, it was indicated the vacancy rate continues for a prolonged period at a high level. Efforts are

currently underway to develop a systematic approach to filling vacancies by providing for dual encumbered positions to ensure continuity of operations.

Following the discussion, Ms. Kern moved to endorse the carryover as submitted which was seconded and passed.

D. *CSB Proposed Fees Request Public Comment Period*

Noting the Ad Hoc Fee Committee reviewed the fee policy and associated materials, Jim Stratoudakis provided appreciation to Board members for their participation. Referencing the summary of proposed changes, Jeff Wisoff offered a motion to approve a public review and comment period of the CSB fee related documents including the Reimbursement for Services Policy, Ability to Pay Scale, Fee Schedule and Fee and Subsidy Related Procedures Regulation. The motion was seconded and carried.

E. *County Human Services Legislative Issues Paper*

In considering the legislative issues paper presented, one revision was offered and it was clarified that some issues included are also being reviewed by other agencies. It was also noted there will be additional opportunities to bring forth legislative issues to the County and legislature not currently included in the Human Services paper. A motion was offered by Mr. Garnes for approval of the legislative paper as revised which was seconded and passed.

F. *Young Adult Services Initiative Grant*

Laura Yager provided an overview of a grant funding opportunity by the Department of Behavioral Health and Developmental Services to provide \$700,000 annually for services to young adults ages 16-25. If awarded, the grant will bring a new line of business to the community working with young adults that have experienced a first psychotic episode; a group that frequently does not seek help. It is expected 120 individuals can be served annually and the funding will continue to be baselined. There is an aggressive timeline as the Request for Applications was issued July 3rd, applications are due August 7th and funding begins in September.

Lori Stillman offered a motion for the Board to approve permission to apply for Young Adult Services Initiative grant funding which was seconded and passed.

9. Information Items

A. *State Performance Contract*

- Jerome Newsome indicated significant progress is being made in both the current FY2014 as well proposed FY2015-FY2016 contracts. Some of the activities highlighted were:
 - All vendor data has been entered and targets are on track. The next phase currently being addressed is development of a data import process.
 - The FOCUS/Credible alignment has been completed.
 - Efforts are ongoing with the state to resolve data conflicts due to the CSB service structure vs. the state continuing to request data by disability areas. An example

was provided of an issue within youth services which, if the state's coding requirement is adhered to, may prevent some youth from entering the program.

- The FY2015-2016 proposed contract will be issued for public comment on July 28th and the timeline remains to submit for final Board approval at the August 27th meeting, followed by presentation to BOS on September 9th. It was noted if there are recommended changes to the contract, negotiations would be required with the state.
- It was indicated there may be a delay in some payments of the FY2015-2016 contract as the state has requested the signed contract be submitted by August 1st. Due to the initial delay in the state providing all the information necessary to issue the contract for public review as well as the subsequent required steps, the CSB is not be able to meet the August 1st deadline. It was recommended that if there are any payment delays, a letter from the Board be forwarded to the state.
- Appreciation was expressed to Mr. Newsome and all the staff for their extraordinary efforts in meeting the reporting requirements.

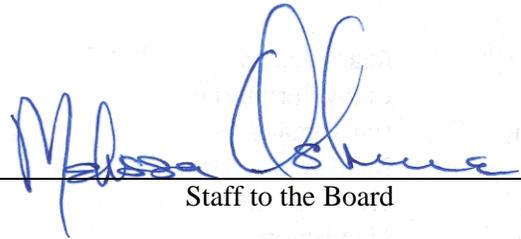
There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 9:20 p.m.

Actions Taken--

- The June 2014 meeting minutes were approved
- FY2015 Associate Committee members were approved
- Approval of the FY2014 Year-End Fiscal and Oversight Report
- FY2014 Carryover Request was approved
- Approval to publish the CSB proposed Fees for public review
- Approval of the issues for the Human Services legislative paper
- Approval to apply for the Young Adult Services Initiative Grant

August 27, 2014

Date



Staff to the Board