

Fairfax-Falls Church Community Services Board
September 28, 2016

The Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

The following CSB members were present: Gary Ambrose, Chair; Basilio ‘Sonny’ Cachuela Jr., Ken Garnes, Sheila Coplan Jonas, Kat Kehoe, Suzette Kern, Bettina Lawton, Molly Long, Paul Luisada, Sarah Meiburg, Edward Rose, Diane Tuininga, and Jane Woods

The following CSB members were absent: Pamela Barrett, Lori Stillman

The following CSB staff was present: Tisha Deeghan, Daryl Washington, Michael Lane, Bill Belcher, Luann Healy, Evan Jones, Victor Mealy, Jerome Newsome, Lisa Potter, and Lyn Tomlinson

1. Meeting Called to Order

Gary Ambrose called the meeting to order at 5:04 p.m.

2. Matters of the Public

There were none presented.

3. Amendments to the Meeting Agenda

Following a recommendation to reassign an action item as an information item a motion to approve the agenda as amended was presented and passed.

4. Approval of the Minutes

Jane Woods offered a motion for approval of the August 24, 2016 Board meeting minutes of the Fairfax-Falls Church Community Services Board as presented, which was seconded and passed.

5. Matters of the Board.

- Jane Woods, noting September is Older Virginians Mental Health Month, reported on the activities of the Suicide Prevention Alliance of Northern Virginia (SPAN), some of which included offering educational opportunities and materials to individuals 55 and older. Stickers publicizing SPAN were distributed to all attendees, with a note that they will also be made available to the public. Ms. Woods praised the contributions of Lucy Caldwell, highlighting her enthusiasm and dynamic efforts.
- Noting additional information will be provided in October, Ms. Woods reported on efforts by the Total Housing Reinvention for Individual Success, Vital Services and Economic Empowerment (THRIVE) workgroup which have contributed to the planned re-opening of the housing voucher program in 2017. An estimated 2,000 housing vouchers will be issued.
- Gary Ambrose, welcomed new CSB Board member Edward Rose, representing the City of Falls Church.

- Mr. Ambrose offered a reminder to board members that the three CSB board member training modules, HIPAA, Compliance, and Human Rights, are to be completed by October, 31st.

6. Committee Reports

A. *Behavioral Health Oversight Committee (BHOC)*

Diane Tuininga provided an update to recent activities of the committee to include:

- A reminder to register for the Wellness and Recovery Conference, Friday, October 21st from 8:30 – 2:30, the agenda is undergoing final revisions, lunch will be provided. The cost to attend is \$30.00.
- Elaine Summer, new associate member representing the North West Advisory Board (NWAB) was welcomed.
- Wendy Gradison with Psychiatric Rehabilitation Services (PRS) reported National Suicide Prevention Week efforts.
- Tom Wilson, Director of Dental Services and Florence Hagan, CSB Medical Services QI Nurse Manager provided information on dental services offered in the area including at Merrifield and the NOVA Medical Campus.
- Daryl Washington provided an update on CSB activities.
- Lyn Tomlinson updated the committee on REVIVE, noting a proposed committee training in November. Note: the November BHOC meeting has been moved to Wednesday, November 9th at **6:00p.m.**, immediately following the Executive Committee meeting

The next meeting is Wednesday, October 12th at 5:00 p.m.at the Merrifield Center

B. *Fiscal Oversight Committee*

Ken Garnes

- As of September 12th, there were 128 general merit vacancies, 28 over the Vacancy Breakeven Point (VBP).
- Discussion of the 2016 Carry-over budget requests, which were approved on September 20th, took place. A notable change to the budget request involved renovations to the Reston/NW Center in the amount of \$500,000. Since this is a capital project, the CSB will not have to expend funds for the renovations. As a result, the CSB was allowed to allocate the funds to fringe benefits for FY 2018.
- FY 2018 budget requests are due to the Department of Management and Budget (DMB) on October 11th. Details will be provided later in the meeting as an information item.
- An email forwarded previously to the board provided information on state budget cuts, noting there is no major impact to CSB's at this time. Daryl Washington provided an overview of the budget cuts noting that staff will continue to monitor for potential implications to the CSB.
- A Human Resources update noted 21 hires and seven terminations in August. Further information included an update on recruitment efforts for hard to fill critical positions

in Emergency Services, Youth & Family, Support Coordination, and Diversion First, noting that Service Directors for Emergency Services and Diversion First have been hired.

The October Fiscal Committee meeting has been moved to accommodate the Wellness and Recovery Conference.

The next meeting will be Wednesday, October 19th, 4:00 p.m. directly prior to the Executive Committee Meeting.

C. Legislative Committee

Molly Long, confirming there was no September meeting, provided an update on efforts to finalize materials for delivery to the board, which are designed to support visits with Legislators of the General Assembly, some of which include:

- A list of board member assignments, which has been revised to include recommendations from board members.
- Basic information for legislators unfamiliar with the CSB.
- A letter template for emailing/ mailing which has been designed to be flexible for use with legislators familiar or unfamiliar with the CSB as needed.
- Also included is a hard copy of the 2016 Annual Report to the BOS which members may find useful.
- The Status Report for the end of the year will be shared electronically as it was just published and will be provided to the Board (in hard copy) later this evening.
- It was recommended that initial visits would be best scheduled in early October with follow-up visits in November or December to discuss specific priorities of the CSB, keeping in mind that the General Assembly meets at the end of January through Mid-March.
- Ms. Long will provide all materials to each board member electronically accompanied by assigned legislator demographics.
- Board members were asked to notify Ms. Long when visits have occurred or if a visit does not occur in order to track contact with legislators. A brief synopsis of the meeting, or efforts to schedule if a meeting is not possible should be included.

D. Intellectual and Developmental Disability (IDD) Committee

In Lori Stillman's absence Suzette Kern offered information on committee activities:

The primary focus of the September meeting was Waiver Redesign, which became effective September 1st. It was noted that registration of individuals with Developmental Disabilities (DD) is increasing each month. Additionally, the CSB is working with schools and other agencies to identify individuals in need of DD services. Victor Mealy and other DD providers are focusing on Targeted Case Management.

Additional updates included:

- Evan Jones reported:
 - Widespread difficulty shifting from a unit to an hourly system.
 - A 'delay list' has been created and some areas closed in order to manage increasing numbers with the Department of Aging and Rehabilitative Services (DARS).

- On a positive note, ID/DD individuals in Fairfax County reported a 9% increase in income over FY 2015, earning \$6,000,000.
 - Jean Post reported on the Commonwealth Autism Trainings. Noting good attendance at the CSB Region sponsored events, classes included autism awareness for crisis responders, an overview of developmental disabilities, behavioral support and skill building, and the Registered Behavior Technician program.
 - Attendees were reminded to participate in the online Fairfax County Survey on transportation needs for older adults and individuals with disabilities, open until September 30th.
 - Tisha Deegan will be providing an update to waiver redesign at the Board of Supervisors (BOS) Human Services Committee, Tuesday, September 27th.
- The next meeting is Wednesday, November 2 at 5:30 p.m. at the Merrifield Center.**

7. Action Item

A. Public Review Comment Period to Proposed Changes-CSB FY 2017 Fee Related Documents

Noting three meetings of the Ad Hoc Fee Committee at which the fee policy and associated materials were reviewed, Kat Kehoe thanked Board members Sheila Jonas and Jane Woods and CSB staff members Michael Lane and Bill Belcher for their participation and contributions.

Referencing the summary of proposed changes, Ms. Kehoe offered a motion to approve a public review and comment period of the CSB fee related documents including the Ability to Pay Scale, Fee Schedule and Fee and Subsidy Related Procedures Regulation. The motion was seconded and carried.

8. Information Item

A. CSB FY 2018 Budget Requests

Mr. Garnes provided an update to the 2018 budget request process, noting that in order to present the board with accurate information, additional data is needed. As the request is due to the Department of Management and Budget (DMB) October 11th, the board will have an opportunity to review the report, in arrears, at the October board meeting as has occurred in the past.

9. Directors Report

Tisha Deeghan:

- In support of the Budget Work Session information provided by Joe Mondoro, Ms. Deeghan offered a reminder of a budget document titled Long Term Financial Policies and Tools (9-2016) which was previously emailed to the members indicating it may provide additional, helpful information.

- An update to Waiver Redesign, which was implemented on September 1st, was provided to the Board of Supervisors (BOS) Human Services Committee on September 27th.
- Noting that while the compliance program report is typically provided at the Executive Committee meeting, recent events suggested an update to board training activities be offered. Luan Healy provided the following information:
 - VAFOIA training for board members is scheduled for Wednesday, October 26th, directly prior to the CSB Board meeting. Instruction will be provided by Cindy Tianti, with the Fairfax County Attorney's office.
 - Efforts to finalize contract negotiations with a compliance organization remain ongoing. Services provided by the vendor may include assistance with the creation of a Compliance Committee made up of CSB Board members, the formation of a compliance program, and annual compliance training.
- Lisa Potter provided members with a copy of the FY 2016 Year End Status Report as well as Data Definitions for newer members. Provided quarterly for the past two years, this report provides an encapsulated view of CSB programs. Some highlighted information includes:
 - Minor changes to demographics over the past year, with the greatest change occurring in youth services for ages 0-11, most likely due to an increase in Infant & Toddler Connection (ITC) numbers.
 - An increase in Emergency Services is attributed to Diversion First.
 - Recent changes in Support Coordination requirements related to Enhanced Case Management resulted in an expected increase in the number of face-to-face encounters.
 - Wait times for assessments have been eliminated due to a successful to walk-in assessments. A pilot program for youth walk-in assessments will begin at the Merrifield Center in October. However, wait times for emergency services have increased due to Diversion First efforts, including increased numbers of Temporary Detention Orders (TDO) and Emergency Custody Orders (ECO).
 - Methodology for tracking Peer Support service encounters may be modified to comprise reporting of all encounters including drop-in and walk-in support centers to ensure meaningful data is collected.
 - Due to changes in service models, data elements, and methodology, as well as several requests from board members, the Status Report will be revised for FY 2017 reporting. In order to track changing data elements, a crosswalk of the changes will be provided with the revised status report.
- Daryl Washington noting a previous announcement of the October BHOC meeting, offered a reminder that the November 9th BHOC meeting start time has been moved to 6:00 pm. to start directly after the Executive Committee meeting in order to accommodate the holidays, further noting that attendants could participate in a REVIVE training after the meeting. Further updates included:
 - The Communications Team of Lucy Caldwell, Belinda Buescher, and Lara Larson have worked tirelessly to update the public CSB website. Highlighting the implementation of a brief, self-administered mental health screening.
 - Abby May has been hired as the Service Director for Emergency Services with a start date of October 3rd.

- Marisa Farina-Morse has accepted the position of Diversion First Service Director, completing the transition from residential services to Diversion First on October 17th.
- The Department of Behavioral Health and Developmental Services has approved an estimated \$725,000 annually for Permanent Supported Housing. The CSB will provide needed services and is working with Fairfax Area Christian Emergency and Transitional Services (FACETS) to identify housing resources for individuals who are homeless, at risk of homelessness, have an involvement with Diversion First, and individuals discharged from mental health hospitals and facilities.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 6:04 p.m.

Actions Taken--

- ◆ The August 24, 2016 meeting minutes were approved.
- ◆ Approval to publish the FY 2017 CSB proposed Fees for public review

October 26, 2016

Date



Staff to Board