

**FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD****Suzette Kern, Chair****Merrifield Center****8221 Willow Oaks Corporate Drive, Fairfax, VA 22031****Level 1 - Room 308 A/B****Wednesday, April 25, 2018****5:00 p.m.**

- | | | |
|---|-------------------------------|-----------|
| 1. Meeting Called to Order | Suzette Kern | 5:00 p.m. |
| 2. County Executive Bryan Hill, Welcome | Suzette Kern | |
| 3. Matters of the Public | Suzette Kern | |
| 4. Amendments to the Meeting Agenda | Suzette Kern | |
| 5. Approval of the minutes for the March 28, 2018 CSB Board Meeting | Suzette Kern | |
| 6. Matters of the Board | | |
| 7. Committee Reports | | |
| A. Behavioral Health Oversight Committee | Gary Ambrose | |
| B. Fiscal Oversight Committee | Basilio 'Sonny' Cachuela, Jr. | |
| C. Developmental Disabilities Committee | Sheila Jonas/Jane Woods | |
| D. Other Reports | | |
| 8. Action Items | | |
| A. CSB Board Officer Nominating Committee | Suzette Kern | |
| 9. Information Items. | | |
| A. Community Services Performance Contract | Lisa Potter | |
| 10. County Opioid Task Force/CSB Services | Lyn Tomlinson | |
| 11. Director's Report | Daryl Washington | |
| • <i>Springfield Site Closure</i> | Michael Lane | |
| 12. Closed Session: Regarding written advice of legal counsel to state, regional or local public bodies or the officers or employees of such public bodies, and any other information protected by the attorney-client privilege pursuant to Va. Code §2.2-3705.1(2), and discussion of information relating to the negotiation and award of a specific contract where competition or bargaining is involved and where the release of such information would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Va. Code §2.2-3705.1(12). | | |
| 13. Adjournment | | |

Fairfax-Falls Church Community Services Board

March 28, 2018

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

The following CSB members were present: Suzette Kern; Chair; Jennifer Adeli; Daria Akers; Gary Ambrose; Basilio ‘Sonny’ Cachuela Jr.; Ken Garnes; Sheila Coplan Jonas; Bettina Lawton; Molly Long; Paul Luisada; Edward Rose; Nancy Scott; Diane Tuininga; and Jane Woods

The following CSB members were absent: Thomas Burger and Adrienne Walters

The following CSB staff was present: Daryl Washington, Lucy Caldwell; Lara Larson; Victor Mealy; Lisa Potter; and Laura Yager

1. Meeting Called to Order

Suzette Kern called the meeting to order at 5:02 p.m.

2. Recognition

Warm appreciation was extended to Belinda Buescher for her more than 15 years of service with Fairfax County. Suzette Kern read aloud from a certificate presented to Ms. Buescher adding her own sentiments of the many ways in which Ms. Buescher had skillfully supported the CSB Board, emphasizing her legislative efforts. Retired Board Chairs Gary Ambrose and Ken Garnes also spoke of the numerous contributions and consistent support Ms. Buescher had provided to the Board.

Molly Long, noting she and Belinda were both residents in the Braddock District of Fairfax County, presented a letter of recognition to Ms. Buescher from Braddock District Supervisor John Cook. Bettina Lawton read aloud from the text congratulating Ms. Buescher on her retirement and enumerating her extraordinary contributions to the County.

3. Matters of the Public

None were presented.

4. Amendments to the Meeting Agenda

The agenda was provided for review and accepted as presented.

5. Approval of the Minutes

Offering a reminder that the January 24, 2018 minutes of the Fairfax-Falls Church Community Services Board had not been approved in February, members were given a second opportunity for review. As no recommendations for revision were forthcoming, Daria Akers made a motion for approval of the minutes, which was seconded and passed.

Draft minutes of the February 20, 2018 special session of the Fairfax-Falls Church Community Services Board were presented for review. As no suggestions for revision were offered, Bettina Lawton made a motion for approval, which was seconded and passed.

The February 28, 2018 minutes of the Fairfax-Falls Church Community Services Board were presented for review. No recommendations were suggested, following which Jane Woods made a motion for approval, that was seconded and unanimously passed.

6. Matters of the Board.

Sheila Coplan Jonas reporting on the CSB Board member tour of the ServiceSource Chantilly location earlier that day, praised the tour as extraordinary and very informative. It was further noted that Dennis Brown with ServiceSource was present at this meeting and had brought with him for distribution additional copies of the handouts provided at the tour for Board members who had not been able to attend.

Molly Long, reported that recent Federal Annual Budget proposals, typically submitted the first Monday in February, included improved Health and Human Services Program Integrity efforts, further describing the efforts as increased federal collaboration with states on Medicaid fraud control and oversight. Ms. Long's report included a disclaimer, noting her employment in a federal position, as follows "*The views I express, in writing or orally, are my own and do not represent the views of the Centers for Medicare & Medicaid Services, the US Department of Health & Human Services, or the United States.*"

Jane Woods provided an update to the March WIN (Welcoming Inclusion Network) meeting, reporting a great deal of public interest and broad attendance. The next meeting, scheduled for Monday, April 23, 2018 at the Fairfax County Government Center will be preceded by a 'provider fair' at 6:00 p.m. Attendance at the fair and the meeting was greatly encouraged.

7. Committee Reports

A. *Behavioral Health Oversight Committee (BHOC):*

Gary Ambrose provided a brief overview of the most recent meeting including the following highlights:

- Committee and Associate Members were asked to consider rescheduling the meetings to bi-monthly (every-other) meetings. *Note: members overwhelmingly declined to change the meeting schedule.*
- Associate Members were asked to consider providing agency update presentations at future meetings, which received very positive feedback from all Associate Member agencies. Scheduled for the first presentation is Heather Peck, representing the Laurie Mitchell Empowerment Career Center.
- Jeanne Comeau, President and CEO of NAMI (National Alliance on Mental Illness) Northern Virginia, reported on current focus areas and accomplishment. Updates included moving the time that inmates were discharged from the Adult Detention Center (ADC) from Midnight to 8:00 a.m., as needed services can be accessed at that hour. Additionally, bi-monthly

meetings between family members of incarcerated individuals and ADC staff have begun. Furthermore, NAMI is assisting with the establishment of Concerned Loudoun, Concerned Arlington, and Concerned Alexandria, modelled after Concerned Fairfax, a successful advocacy group established by NAMI.

- Mark Blackwell, CSB Director Office of Family Affairs, presented information on the Peer Programs including current efforts and plans for future accomplishments.

The next meeting is Wednesday, April 11, 5:00 p.m. at the Merrifield Center, Level 1 -Room 308 A/B, West.

B. Fiscal Oversight Committee:

Suzette Kern provided an update to the March meeting, noting she had chaired the meeting due to the committee chair's absence. Some highlights included:

- Michael Lane offered a reminder of CSB Board testimony at the Board of Supervisor Budget Public hearings on Wednesday, April 11 at the Government Center.
- Ms. Kern reported she had provided testimony before the Human Services Council (HSC) on March 3, 2018, accompanied by Daryl Washington. Ms. Kern further reported the HSC intends to support the proposed 2.5¢ county tax increase, and that a primary focus is the Health and Human Services Long-Term Resource plan and the associated funding in the proposed budget.
- As of March 3rd, there were 110 Vacant General Merit Positions reflective of a continuing decrease in vacancies attributed to flexibility in recent hiring practices.
- Daryl Washington confirmed ongoing plans to fully staff a third Mobile Crisis Unit (MCU) to be embedded with first responders.
- Mr. Lane noted there are eight critical vacant positions in the Compliance Department, further noting that seven of the positions are in Quality Assurance.
- Mr. Washington provided a Diversion First report. No overview was provided as the information will also be provided in the Director's Report.
- The Time to Treatment update included notice of an overall decrease in wait times attributed to a recent increase in Outpatient Services hiring.
- Mr. Washington further reported that staff is developing a report from Credible, anticipated to be completed in July 2018, that will provide the wait time and client count data.

The next meeting is Friday, April 20, 9:00 a.m. at the Pennino Building, Room 836A.

C. Developmental Disabilities (DD) Committee:

Committee co-Chairs Sheila Coplan Jonas and Jane Woods provided an update to recent activities, offering a reminder that there had not been a March meeting.

Highlights of the update included:

- All attendees were encouraged to attend the next meeting on April 4th at 5:30 p.m., noting that attending agencies would be asked to consider joining the committee as non-voting Associate Members.
- Jane Woods provided a legislative update on the efforts to finalize a state budget, highlighting the following:
 - The legislature convenes in Special Session on April 11.
 - The legislature reconvenes on April 18 for the Governor's response to the proposed bills including proposed amendments and vetoes.
 - The Legislature then accepts or rejects the amendments and accepts or overrides the vetoes.
 - If a budget is not finalized by July 1, the Governor has authority to appropriate a portion of the prior year's budget to continue provision of essential services.

The next meeting is Wednesday, April 4 at 5:30 p.m. at the Merrifield Center, Level 1-308A/B.

D. *Other Matters*

Suzette Kern, offering a reminder of the impending CSB Board Officer elections in June, announced the creation of a Nominating Committee, chaired by Ken Garnes, encouraging interested Board members to contact Mr. Garnes. At the meeting, Diane Tuininga and Basilio 'Sonny' Cachuela, Jr. offered to serve on the committee, which gathers the names of interested Board members for the positions of Chair, Vice-Chair and Secretary. The names are put forth for a vote at the June Board meeting. *Note: Gary Ambrose expressed interest following the Board meeting and will also be serving on the Nominating Committee.*

Ms. Kern reported the advertisement for the Executive Director position had been posted, further reporting that the selection process will include two panels on which CSB Board members will serve. Gary Ambrose and Bettina Lawton will serve on the first panel, Ken Garnes and Suzette Kern will serve on the second.

Board members were polled for interest in a special work session to address CSB and County efforts to combat the opioid crisis. Following a show of hands that indicated nearly unanimous interest in this topic, Ed Rose agreed to contact Lyn Tomlinson to schedule the session to precede a CSB Board meeting. Further information will be provided as it becomes available.

8. Director's Report

Daryl Washington provided several updates to recent and planned CSB activities including the following:

- Bryan Hill, Fairfax County Executive, is scheduled to tour the Merrifield Center prior to the April 25th CSB Board meeting. Following the tour, Mr. Hill will stop by the Board meeting to meet the Board members.
- Directing Board attention to a recent email announcing the planned closure of the Springfield site, Mr. Washington provided an overview of the information in the email including the announcement memo and the talking points that were attached. It was noted that this closure chiefly affects three Fairfax County Districts including Braddock, Lee, and Springfield. To address possible concerns, Board members representing the affected districts were encouraged to reach out to their respective Supervisors and offer information gathered by the CSB that includes a list of the zip codes of the affected constituents. Noting the facility closure is scheduled for December 2018, it was emphasized that the lengthy closure process allows staff and family members to collaborate on solutions for transportation and other concerns. A meeting between CSB staff, individuals, and families is scheduled for Thursday, April 5, 2018 at 3:30 to provide a forum for discussion and solutions. *Note: the meeting was rescheduled to April 12th to allow individuals, family member, and other interested parties adequate time to plan attendance.*
- Mr. Washington provided highlights of the handouts in the Board package including the following:
 - An article provided background and information on the University Data Challenge in which student teams from local universities participated to reach a goal of generating innovative solutions to address veteran suicides. Specifically, the groups researched ways in which social media and other kinds of data could be used to identify and locate at-risk veterans. Recognizing this could provide some solutions to address local concerns, Lucy Caldwell will be researching how this data may offer additional options for reaching out to the local veteran population.
 - Highlighting some of the blogs and news articles included in the Board materials, it was noted that Marissa Farina-Morse, Diversion First Director, is the most recent leadership staff member to be profiled. Additionally, several new staff are introduced including pictures and a brief background as well as position information. Members were encouraged to read the remaining CSB information in the package.
- A brief update of opioid treatment efforts included a focus on contracted treatment beds that has significantly decreased the wait lists for the long-term and intermediate residential treatment program. This is indicated by the difference between the October 2017 wait list total of 126 and the wait list total in March 2018 of 56; a reduction of more than 50%. Additionally, increased hiring efforts for opioid staff include Nurses, Behavioral Health Specialists, and Addictionologists to combat the opioid epidemic and expand Medication Assisted Treatment (MAT) efforts.

- CSB Executive Leadership is attending weekly staff dialogs to address the concerns that were highlighted in the Organizational Survey, which included a request to slow the many changes occurring in the CSB and for improved communication and increased transparency.
- CSB contracted provider PRS (Psychiatric Rehabilitation Services, Inc.) is moving some programs and services to locations near the Merrifield Center. The relocation to Javier Drive is delayed due to a permit problem with Washington Gas. Until this is resolved, services will be provided at the South County Center. A transportation plan has been developed to assist individuals for whom the new (temporary) location may be an issue. The supplementary relocation, to Granite Drive, is anticipated to proceed as planned.
- Testimony before the BOS Budget Public Hearings by individuals representing the Welcoming Inclusion Network (WIN) is scheduled for Thursday, April 12 with speakers assigned to slot numbers 11, 12, and 13.
- An email sent from The Chris Atwood Foundation reported the following; “Results from our last anonymous survey show a total of 103 reported opioid overdose reversals were conducted by individuals we've trained!” a significant impact in treatment of opioid addiction. As additional information was also provided, a copy of the email will be forwarded to the full board.
- Reporting that a Time to Treatment Challenge had been issued to CSB staff two weeks ago, Mr. Washington highlighted some of the responses, to include:
 - Upon first contact, ensure individuals are seeking services that are provided by the CSB, referring them to the appropriate county resources if needed.
 - To provide multiple opportunities for treatment, Healthy Minds Fairfax has developed a short-term behavioral health service for youth and families that provides referrals to contracted youth behavioral health providers in the community. It was noted that the CSB has been approved to provide referrals through this service.
 - Development of an informational orientation group for individuals on a wait list to provide access to staff, information on what to expect, and to provide information on the services the CSB provides including case management, counseling, and therapy.
 - Reduce the time it takes to complete the onboarding procedures for new and transitional staff.
 - It was acknowledged that part time positions are not typically offered due to the increased cost in benefit expenses. It was further acknowledged that offering part-time positions and job sharing is likely to broaden the availability of physicians and other clinical staff who may be seeking this type of employment, making it likely that upcoming recruitment will include offers of part-time and job sharing positions.

- A reminder of the May 2018 VACSB (Virginia Association of Community Services Boards) Conference was offered. Interested Board members were asked to inform Erin Bloom or Daryl Washington if they would like to attend.
- A Diversion First update noted that efforts to provide Medical Clearances in Emergency Services has seen some progress recently following the involvement of Supervisor John Cook in discussions with Inova. Next steps include a presentation to Inova leadership that includes a cost-benefit analysis.
- It was reported that inmates discharged from the ADC to a mental health facility are currently transported to Western State Hospital in Staunton, VA necessitating a lengthy trip, particularly for an individual in crisis. Further reporting that there is a new Human Services Director at the Northern Virginia Mental Health Institute (NVMHI), CSB staff is reaching out to NVMHI in an effort to secure local treatment beds for discharged inmates, recognizing that an influx of these placements may negatively impact the census at NVMHI.

Lucy Caldwell provided flyers publicizing the upcoming Operation Medicine Cabinet Cleanout on Saturday, April 28, 2018. Reporting that flyers have been widely distributed to county agencies, Board members and attendees were encouraged to further distribute the flyers.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 6:18 p.m.

Actions Taken--

- ♦ The January 24, 2018 CSB Board meeting minutes were approved.
- ♦ The February 20, 2018 CSB Board Special meeting minutes were approved.
- ♦ The February 28, 2018 CSB Board meeting minutes were approved.

Date

Staff to Board

CSB Fiscal Committee Meeting Notes

Date: March 16, 2018

Attending: Acting Chair Suzette Kern; Members Jennifer Adeli; Gary Ambrose, Bettina Lawton; and Edward Rose

Staff: Michael Lane, Daryl Washington, Robyn Fontaine, and Marta Cruz

Summary of Information Shared/Decisions:

Review of meeting notes

Committee members reviewed and accepted the notes of the February 16, 2018 meeting as presented.

Financial Status

Robyn Fontaine provided financial status updates, some highlights of which include:

- *Pay Period Metrics*
 - The Pay Period Metrics report with proposed revisions was provided, a brief overview was provided to include:
 - The report has expanded to two pages, it was clarified that each page represents one-half of FY 2018, to reflect higher fringe benefit rates in the second half of the FY.
 - Accumulated Compensation and Fringe Benefits projected savings remain steady at \$4.4M as anticipated. It was noted that the number is expected to remain primarily unchanged until analysis of new hires can be determined following the conclusion of the third quarter.

FY 2019 Budget Update

Michael Lane offered a reminder that communications staff is currently drafting CSB Board member testimony in preparation for the Budget Public Hearings before the Board of Supervisors (BOS) on April 11, 2018.

Related to the budget process, Suzette Kern offered a reminder that she had testified before the Human Service Council (HSC) on March 8, 2018, accompanied by Daryl Washington. Ms. Kern recommended that a staff member also attend at public hearings to answer the varied questions that may be posed by the listening body. Ms. Kern further noted two key topics at the HSC meeting were the stated intention of the HSC to support the proposed 2.5¢ tax increase, and the anticipated impact of the Fairfax County Health and Human Service Resource Plan.

Michael Lane announced the recent hiring of a Utilization Manager who will work with clinicians and insurance carriers, including the six identified MCO's (Managed Care Organizations) for CCC+ (Commonwealth Coordinated Care Plus). Areas of attention will include meeting medical necessity criteria, and authorizations and re-authorizations related to billing and ensuring compliance, noting that Medicaid expansion legislation is being monitored including how it may impact CSB's across the Commonwealth.

CSB Fiscal Committee Meeting Notes

Mr. Lane further provided an update to the recruitment of a Fiscal Manager, noting that both the reclassification of the position and the revision to the Position Description (PD) are anticipated to be finalized soon.

Human Resources (HR) Update

Marta Cruz directed attention to the HR Update Report form, highlighting revisions previously requested by the committee, some of which included adding some comparative data from the prior month to the Vacancies in Critical Areas table:

- As of March 3, 2018, the number of vacant general merit positions was 110, a decrease of 4 from the previous period.
- It was noted the number of vacant general merit positions has reflected a consistent decrease since December 2017, attributed to underfilling positions, some flexibility in salaries, process improvements resulting in shorter hiring times, and allowance for dual encumbered positions as needed.
- Daryl Washington confirmed plans to fully staff a third Mobile Crisis Unit (MCU) are proceeding, noting that plan to embed the third unit with first responders is still anticipated.
- Michael Lane added that critical area vacant general merit positions include eight positions for the Compliance Department, including seven positions in Quality Assurance. Following this announcement, it was requested to add Compliance to the HR Update/Vacancies listed in the critical areas report until filled.
- Noting a recent presentation at the Behavioral Health Oversight Committee, the increasing importance and use of Peer Support Specialists was highlighted, including the process of becoming a Certified Peer Specialist (CPS) and how these staff are utilized in different programs, including WRAP (Wellness Recovery Action Plan) and WHAM (Whole Health Action Management) and during the wait time between assessment and treatment. It was further noted that some CPS provided services are billable to Medicaid.

Diversion First

Daryl Washington provided an update report, some highlights of which include:

- Conversations with Inova are ongoing to implement medical clearance in the MCRC (Merrifield Crisis Response Center). It is anticipated that a preliminary cost assessment and model of needs will be prepared by late Spring/early Summer 2018. Planning includes providing medical clearance services six days each week for 12-hours per day.
- A new director has been hired at Northern Virginia Mental Health Institute (NVMHI). Some progress has been reported in cooperative efforts to increase placements at NVMHI, noting some transportation concerns related to placement at the distant Western State Hospital.
- Care Coordinators are embedded in Emergency Services to assist with assessment, triage, to link individuals with services, and limited follow up case management.
- An update to recent activities at the Adult Detention Center (ADC) included the hire of a second nurse, a recent staff dialog hosted at the ADC, several of which have been scheduled in response to the Organizational Survey, and increased emphasis on recruitment for all vacant positions.

CSB Fiscal Committee Meeting Notes

Time to Treatment

Daryl Washington reported an overall decrease in wait times attributed to a recent increase in hiring for the Outpatient program. Further updates included:

- Noting that internal promotions result in new vacancies, staff are being encouraged to plan for recruitment of these newly vacant positions in an effort to limit the vacancy-to-hire rate.
- Staff was issued a challenge to submit creative ideas for reduction of the time-to-treatment wait times. A report detailing the responses will be presented to the committee once finalized.
- Reporting helpful outcomes resulting from monthly collaboration with MTM staff following the October audit related to STEP-VA implementation, efforts toward collaborative documentation continue as this is expected to result in further increased efficiencies.
- Directing attention to the Time to Treatment table on the last page of the materials, Mr. Washington highlighted that in response to committee request, the number of individuals affected by the reported wait times by site has been added. Mr. Washington advised that staff is developing a report from Credible that will provide the wait time and client count data. Reporting the Credible reports are anticipated to be completed in July 2018. members discussed possible changes to the reports for the next few months including how often the data should be reported and in what format. This discussion was tabled until Committee Chair Basilio Cachuela, Jr could be present.

Action Items/Responsible Party Required Prior to Next Meeting:

Issues to Communicate to CSB Board:

Agenda Items for Next Meeting:

Fiscal Oversight Committee meeting

Friday, April 20, 2018, 9:00 am

Pennino Building, 12011 Government Center Parkway, Suite 836A, Fairfax, VA

Item Title

FY 2019 – FY 2020 Community Services Performance Contract

Issue:

It is anticipated that the FY 2019 – FY 2020 Community Services Performance Contract (“State Performance Contract”) will be released on May 10th, 2018, and that the contract will be due to the Virginia Department of Behavioral Health and Developmental Services (DBHDS) on June 29, 2018.

Background

The Community Services Performance Contract delineates the responsibilities between DBHDS and the community services boards and behavioral health authority for the purpose of providing local public mental health, developmental and substance abuse services. It specifies the conditions to be met for a CSB to receive State-controlled funds, identifies the groups of consumers to be served with state-controlled funds and includes requirements to ensure accountability to the state. It includes all services provided or contracted by the CSB.

Community Services Boards are required to make the biennial contract available for public review and comment for a period of 30 days, and must obtain approval by the county’s governing body prior to submission.

While the contract will not be distributed until May 10th, the CSB has developed the following timeline:

April		Run Q3 data reports
May	10	Receive Community Services Performance Contract from DBHDS
	3-11	Meet with Service Directors to review Q3 data and any planned changes for FY 2019
	10-11	Send notification to Cities of Fairfax and Falls Church and collaborate with city liaisons regarding public comment and city Council meetings
	12-19	Develop projections for FY 2019
	20	Populate Community Automated Reporting System (CARS) report with fiscal, personnel and service data
	21	Post Community Services Performance Contract with CARS report for 30-day public comment
June	22	Finalize CARS report
	27	Action Item for CSB Board to approve contract
	29	Send CARS report to DBHDS
July	10	Action Item for Board of Supervisors (BoS) to approve contract
	10	Obtain Executive Director and CSB Board Chair Signatures Submit contract to DBHDS

Projected dates based on information provided by DBHDS and may be modified if contract distribution or due dates change

Once the contract has been distributed, the CSB Board will receive contract materials, to include any contract changes.

Staff

Lisa Potter, Director, CSB Strategy and Performance Management
Michael Lane, Deputy Director of Operations