

# Fairfax-Falls Church Community Services Board

## October 24, 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; Gary Ambrose; Thomas Burger; Ken Garnes; Sheila Coplan Jonas; Bettina Lawton; Edward Rose; Nancy Scott; and Diane Tuininga

The following CSB Board members were absent: Daria Akers; Basilio 'Sonny' Cachuela Jr; Rachna Sizemore Heizer; Adrienne Walters; and Jane Woods

The following CSB staff was present: Daryl Washington; Mike Goodrich; Evan Jones; Victor Mealy; Lyn Tomlinson; and Barbara Wadley-Young

Guests: Valentine Tata, Cri (Choice. Respect. independence)

### 1. Meeting Called to Order

Suzette Kern called the meeting to order at 5:00 p.m.

### 2. Matters of the Public

Valentine Tata, provided an update to recent activities of Community Residences, Inc. including a name change to CRi. Mr. Tata emphasized a recent grant award from DBHDS in the amount of \$2.8M for the establishment of four residential facilities in Northern Virginia for individuals transitioning out of the Training Centers.

### 3. Amendments to the Meeting Agenda

The meeting agenda was provided for review with acknowledgement of a revision applied prior to the meeting for an item proposing recurrent posting of the Community Services Performance Contract. Edward Rose made a motion to accept the agenda as presented, which was seconded and approved.

### 4. Approval of the Minutes

Draft minutes of the September 26, 2018 meeting 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.

### 5. Director's Report

Daryl Washington, Lyn Tomlinson, and Mike Goodrich provided updates to agency activities, some highlights of which include:

- Staffing updates included:
  - Jessica Burris was hired as CSB Chief Financial Officer, beginning Monday, October 29, 2018. It was confirmed that Ms. Burris will be involved in the

Fiscal Oversight Committee and will attend the November 28, 2018 CSB Board Meeting.

- Georgia Bachman was promoted to the position of Assistant Deputy of Acute & Therapeutic Treatment Services, also beginning October 29<sup>th</sup>.
- Lyn Tomlinson provided an update to the Springfield Mental Health Center move reporting that two of the three programs have successfully transitioned to Merrifield, further noting that the final program move of CRSP (Community Readiness and Support Program) is scheduled for Friday, November 2, 2018.

Daryl Washington provided several updates to include

- As previously announced, the S. Hughes Melton, Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS) visited the Joe and Fredona Gartlan Mental Health Center and the Merrifield Center on Thursday, October 18, 2018. An overview of multiple services and programs was provided during the visit. The Commissioner shared some plans for the future including proposed revisions to service delivery and funding mechanisms. Thursday afternoon, October 18<sup>th</sup>, the Commissioner toured the Northern Virginia Mental Health Institute, completing his tour of Northern Virginia CSBs on Friday, October 19<sup>th</sup> with tours of the Arlington and Prince William County CSBs.
- The 2019 Pathways to Wellness Conference was held the previous week, noting the great success of the conference.
- Offering a reminder that the Board of Supervisors (BOS) declared October as Disability Inclusion Employment Awareness Month in Fairfax County, a new initiative was launched. Fairfax County Human Resources Director Cathy Spage and Deputy County Executive of Health and Human Services, Tisha Deeghan, are collaborating on plans to address the need for more inclusive employment practices in Fairfax County.
- A report on the October 2018 VACSB (Virginia Association of Community Services Boards) conference reported key topics of discussion included Medicaid Expansion and STEP-VA emphasizing projected statistics and funding methodology
- SJ-47/The Deeds Commission presided over a conference in the Northern Virginia area on October 1, 2018 addressing jail services and community services at which Daryl Washington, in attendance, was invited to speak. Mr. Washington provided information on the topics of STEP-VA and Medicaid Expansion funding.
- The next WIN meeting is scheduled for Tuesday, November 13, 2018. Preceding this meeting is a scheduled briefing to Supervisor Cook on Thursday, November 8<sup>th</sup>. Following which, a briefing will be provided to the Fiscal Oversight Committee at the meeting November 9, 2018.

#### 6. Matters of the Board.

Sheila Jonas offered thanks to Ken Garnes and CSB staff for their efforts in putting the legislative folder together noting the information was provided to Delegate Kaye Kory resulting in a request to partner with the Board and CSB staff on matters including Medicaid Expansion. Gary Ambrose, Suzette Kern, and Ken Garnes also stated approval of the legislative packets highlighting the presentation, the information provided, and

predominantly noting the timeliness indicating an earlier start date contributed to the usefulness of the packets. Ms. Kern noted the particular usefulness of the ‘heat maps’ that illustrate the areas of highest need and service delivery in the county.

Nancy Scott reported attending her first Affordable Housing Advisory Committee meeting representing the Fairfax-Falls Church Community Services Board.

Diane Tuininga echoed Mr. Washington’s previous comments on success of the 2019 Pathways to Wellness Conference, noting over 200 persons attended. Mr. Ambrose added his thanks to everyone who contributed to the success of the conference.

Suzette Kern, on behalf of Jane Woods, requested participation in updating the CSB Board Bylaws to relax the requirements for Associate Member nominations, specifically eliminating the requirement limiting voting to January or July. It was further noted that the Bylaws will be fully scrutinized to identify any other areas that may need revision. Review and recommended revisions to the Bylaws will be added to the November Executive Committee agenda, preceding any needed Board action.

## 7. Committee Reports

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

Gary Ambrose, reported differentiation in the agenda, noting that the presentations were offered by CSB staff and a board member as highlighted below.

- Lyn Tomlinson provided an overview of Medicaid Expansion including funding and staffing challenges, noting that overall, this initiative is a positive change for Virginia.
- Suzette Kern provided an update to the CSB Board Retreat highlighting an outreach initiative for soliciting information and feedback from Associate Members and community partners on the CSB programs and service delivery.

**The next BHOC meeting is Wednesday, November 7, 5:00 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.**

### B. *Compliance Committee*

Suzette Kern, provided an update to the October meeting activities including:

- Ongoing discussion to identify purpose and procedures of the committee.
- An update to the ComplyTrack contract process was provided, noting it is still in the review phase.
- Mike Goodrich offered a table of current MOUs/MOAs (Memorandums of Understanding or Agreement). Committee members requested several revisions to the table including adding a column for a brief description of contracted service(s). Further, the committee requested a report on the methodology utilized in identifying areas of concern to be delivered at the November meeting.
- Members also requested that, at the November meeting, staff provide a written list clarifying Risk Management factors used to categorize issues of concern that meet the threshold of Board. notification.

- The contract for the third-party billing company, AdvantEdge, has been signed, noting an anticipated implementation date in late December 2018. Staff will continue to provide updates to the committee as implementation proceeds.
- Ms. Kern has taken initial steps to review and update the Compliance Committee Charter, noting a need to include Risk Management.

**The next meeting is Friday, November 14, at 4:00 p.m. at the Merrifield Center, Level 1 - Room 308 A/B, West.**

*C. Developmental Disabilities (DD) Committee*

Sheila Jonas, provided an update to the October meeting to include:

- Four Associate Member agencies and one prospective Member provided brief program descriptions for their respective agencies, noting the presentations included a success story that clearly illustrated the impact of the services each provide.
- Noting several ongoing initiatives related to inclusion and life in the community, Ms. Jonas confirmed attendance at the Board of Supervisors proclamation of October as *Fairfax County Disability Employment Awareness Month*.

**The next meeting is Wednesday, December 5 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.**

*B. Fiscal Oversight Committee*

Ken Garnes, noting Captain Basilio ‘Sonny’ Cachuela, Jr., could not be present, provided an overview of the October meeting, highlighting the following:

- A review of the Modified Fund Statement illustrated the revenue and expenses for first quarter FY 2019. Initial projections indicate a significant fund balance is anticipated, noting this is early in the Fiscal year and adjustments are anticipated.
- An overview of the FY 2018 adopted budget carryover was provided noting the following reserves were established, revised, or continued, including Medicaid Replacement Fee, Opioid Use Epidemic/MAT (Medication Assisted Treatment), Diversion First, DD Medicaid Waiver Redesign and Capital Project for CSB Facilities Improvements and Renovations (CIP).
- The FY 2020 Budget request summary included Diversion First, the impact of the anticipated shortfall related to Medication Expansion, Opioid Use Epidemic, Support Coordination, DD Employment & Day/WIN, STEP-VA, Contract and Lease Rate Adjustments and revenues from the cities of Fairfax and Falls Church.
- Marta Cruz provided the Human Resources update noting continued challenges related to critical vacancies. Several efforts to address these challenges have been developed including a request to hire a recruiter, and reducing onboarding paperwork.
- Lyn Tomlinson provided an update to the following topics:

- In collaboration with Inova, efforts continue for moving Medical Clearance services nearer to the MCRC (Merrifield Crisis Response Center) on the lower level of the Merrifield Center. The contract remains under review with a January 2019 start date anticipated.
- The Drug Court has launched, but no individuals have been assigned to date, noting this was anticipated. Further updates will be provided.

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

#### D. *Other Reports*

Suzette Kern provided an overview of the September CSB Board Member Retreat. Directing attention to the retreat summary provided in the materials, Ms. Kern itemized the identified Action Items as follows:

- FOIA; processing materials distributed at a Closed Session. Agreement to process materials following practices of Board of Supervisors, as researched and reported by Mike Goodrich and Cindy Tianti.
- Board. Member Responsibilities; Board handling of the Capital Improvement Plan. Agreement to present this matter as an Information Item going forward annually on the Board meeting agenda. Ms. Kern will reflect this change on the Board Member Statutory Responsibilities chart.
- Feedback; members were polled for interest in volunteering on an Ad Hoc Committee to address solicitation of feedback from Associate Members and Community Partners.
- Community Services Performance Contract (CSPC); noting recurring timing challenges in posting the CSPC for public comment, typically delayed by release of final financial data, it was determined that a request for Board approval for recurrent posting of the CSPC without the financial data will be presented at the October Board meeting (Agenda Item 8B).
- Miscellaneous;
  - Board request for clarification and update to the Priority Populations Guidelines renewal process.
  - A recommendation was made to solicit suggestions to improve future retreats.
- Ms. Kern displayed a copy of the FY 2018 Annual Report encouraging members to broadly share the report.

#### 8. Action Item

##### A. *Public Review and Comment of Proposed changes to FY 2019 CSB Fee Related Documents*

Gary Ambrose directed attention to the Agenda Item as well as the accompanying documents and provided an overview of the process for reviewing and updating the Fee Related documents, offering thanks to CSB staff LaKeisha Kennedy-Flores, and CSB Board Members Suzette Kern, Jane Woods. Mr. Ambrose reviewed the

recommended changes emphasizing the care taken in balancing the importance of revenue generation with impact to clients.

Mr. Ambrose made a motion to approve the proposed changes noting no recommendations were received during the public review and comment period. The motion was seconded and approved.

*B. Community Services Performance Contract Recurring Approval to Post for Public comment.*

Ms. Kern, noting review of this item was provided earlier in the meeting, yielded the floor to Bettina Lawton who made a motion to approve recurrent posting of the Community Services Performance Contract without the updated financial and performance data in observance of the Commonwealth's deadline, which was seconded and approved.

**9. CLOSED SESSION**

At 6:09 p.m. a motion was offered, seconded and passed to meet in closed session for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel on a reimbursement matter, as permitted by Virginia Code Section 2.2-3711(A)(8).

At 6:21 p.m. the Board reconvened the open session at which time a motion was offered, seconded and passed, certifying to the best of the Board's knowledge that 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 in closed session. Immediately following, a motion to adjourn was offered, seconded and carried.

**Actions Taken--**

- ◆ The September 26, CSB Board Meeting minutes were approved as presented.
- ◆ The Board approved revisions made to the October agenda.
- ◆ The Board approved the proposed changes to the FY 2019 CSB fee related documents.
- ◆ The Board approved the recurrent posting of the Community Services Performance contract without the financial or performance data.

November 28, 2018

Date



Staff to Board