

# Fairfax-Falls Church Community Services Board

## November 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; Thomas Burger; Basilio ‘Sonny’ Cachuela Jr; Rachna Sizemore Heizer; Sheila Coplan Jonas; Bettina Lawton; Edward Rose; Nancy Scott; and Diane Tuininga; and Jane Woods

The following CSB Board members were absent: Ken Garnes; and Adrienne Walters

The following CSB staff was present: Daryl Washington; Georgia Bachman; Mike Goodrich; Elizabeth McCartney; Linda Mount; Lyn Tomlinson; and Barbara Wadley-Young

### 1. Meeting Called to Order

Suzette Kern, in the spirit of Thanksgiving, thanked the Board Members for their service and commitment to the Board, called the meeting to order at 5:00 p.m.

### 2. Matters of the Public

None were presented.

### 3. Amendments to the Meeting Agenda

The meeting agenda was provided for review. Acknowledging no forthcoming recommendations, the agenda was accepted as presented.

### 4. Approval of the Minutes

Draft minutes of the October 24, 2018 meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no suggestions for revision were offered, Edward Rose made a motion for approval, which was seconded and passed.

### 5. Director’s Report

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

- Offering a reminder of implementation of clinical and business efficiencies, including a brief description, Ms. Tomlinson provided an update to recent efforts highlighting the following:
  - A new Assessment Tool was launched November 19<sup>th</sup>, noting initial reports are positive.
  - Collaborative Documentation is now being utilized agency wide.
  - Centralized Scheduling has been extended to CSB locations in addition to Gartlan and South County.
  - The new No Show Policy, that includes the use of Engagement Specialists, is anticipated to be utilized agency-wide by the end of January 2019.

- Offering a reminder that ARTS (Addiction Recovery Treatment Services) is the state response for treatment of individuals with substance use disorders where Medicaid is accepted, Ms. Tomlinson shared that the CSB anticipates launching the OBOT (Office Based Opioid Treatment) and the Intensive Outpatient ARTS services in January 2019. Ms. Tomlinson further clarified that staff is consulting with other VA CSBs regarding billing procedures, noting anticipation of commencing billing in January 2019. Ms. Kern requested staff review the current legislative talking points to confirm the information is current related to this discussion.
- Additional efforts include launching an ARTS residential program, reporting that DMAS (Department of Medical Assisted Services) communicated an offer to provide support in these efforts, noting the offer will be accepted. It was further noted that the CSB directly-operated residential programs have specific staffing requirements that present a billing challenge.
- Ms. Tomlinson confirmed operation of the Sheriff's jail based addiction-recovery program began on November 1st, Captain Cachuela added that the initial group is small, with 11 individuals currently enrolled. It was further noted that two of the enrolled individuals were participants of this program in Chesterfield County and transferred to Fairfax to assist with acclimation of individuals to this program.
- Directing attention to a handout in the meeting materials detailing some grant efforts, Ms. Tomlinson clarified that the CSB will apply as a sub-recipient, partnering with the City of Fairfax. The grant, if awarded, will provide approximately \$1M to supplement Medicaid funding, including funding for housing.

Daryl Washington provided several updates as well, highlights of the update include:

- Directing attention to the WIN (Welcoming Inclusion Network) *Cross Comparison of All Options* handout, Mr. Washington provided a brief overview of the document, emphasizing the following:
  - This is a draft of the information that will be presented to the Board of Supervisors (BOS) at a meeting on Tuesday, December 11, 2018. Noting that Supervisor John Cook and WIN Operational Chair Lori Stillman will be the presenters, it was further noted that CSB staff, including Mr. Washington and Barbara Wadley-Young will be in attendance to respond to questions as needed.
  - The handout includes three tiers and four options developed at previous WIN (Welcoming Inclusion Network) meetings. The tiers are listed as Bronze, Silver, and Gold, the options include Retirement, Inclusive Hiring, Training, and Self-Directed (expansion).
  - Mr. Washington clarified the green funding amounts are likely to change as the current representation reflects 100% participation in that Option and Tier, and therefore is not considered a realistic guideline. Supervisor Cook indicated that he would support the Silver Tier with Retirement, Inclusive Hiring, Training and the Gold tier with Self-Directed Services.
  - The Board will be kept informed of developments as the presentation date approaches.

- The Cost Avoidance criteria was described as individuals who are currently eligible to receive day services in the community at senior and adult day centers, who move to a lower cost option.
- Responses to a request for CSB recommendations include reaching out to the faith community for partnership and to reach out to local regional partners and CSBs located in the Commonwealth and out of state, to determine how services are provided and if/how they pay for contracted services.

Following this update, members and staff engaged in a robust discussion.

- Noting Virginia currently has five CSB Regions, Mr. Washington reported the new Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS) is considering establishing several new CSB sub-regions, further noting additional information will be provided as it becomes available.
- Offering a reminder of the impending implementation of new STEP-VA mandates, the state is working to define performance metrics for new services that are to be implemented July 1, 2019. This includes Same Day Access and Primary Health Care Screening. The state has allocated \$7.4M for implementation of Primary Health Care Screening. It was noted that this CSB is expected to be awarded approximately \$250K - \$550K, dependent upon funding methodology. It was further noted that if the allocation is based on population size, the awarded amount may increase to approximately \$1.1M.
- Reporting that the CSB will celebrate the 50<sup>th</sup> anniversary in 2019, Lucy Caldwell is planning regular celebrations agency-wide. Board members interested in participating, should contact Mr. Washington or Erin Bloom.
- Members were strongly urged to review a letter included in the meeting materials. The letter was sent to DBHDS Commissioner S. Hughes Melton from Senators Janet Howell and Richard Saslaw and Delegate Mark Sickles requesting clarification on funding methodology decisions.
- A copy of the *Joint Meeting of the Board of Supervisors and School Board* report, also included in the materials, provides some details regarding the projected budget for FY 2020. Mr. Washington highlighted several slides for Board attention including slides numbered 25, 35, 36, 37, and 45. Of particular note, is the \$54M County shortfall projected for FY 2020. In response to some questions regarding the Human Services Strategic Plan, Michael Lane and LaKeisha Flores will be invited to attend a future Board meeting.
- Lyn Tomlinson reported CSB participation in a press briefing with law enforcement related to an in-custody death from a fentanyl overdose. The briefing included a notice that CSB staff is available to provide support to the family and community as needed, as noted in a tag-line on the screen during the briefing.
- Lyn Tomlinson invited the Board to attend a gathering to bid farewell to Mark Blackwell who recently left the position of Director, Office Consumer & Family Affairs. The event is planned for 4:00 p.m. – 5:00 p.m., on Wednesday, December 19, just prior to the December CSB Board meeting at which Mr. Blackwell will be presented with a certificate of gratitude.

- Linda Mount provided the *CSB Status Report – FY 2019 First Quarter* update, offering a reminder that this data has some fluctuations attributed to carryover of individuals receiving services in the prior fiscal year. Noting no significant formatting changes, some variations in data was highlighted to include:
  - The youth numbers served (age 0-11) reflect a decrease mostly due to the Infant & Toddler Connection (ITC) leaving the CSB effective July 1, 2018.
  - Assessments have increased 16% from this time last year, partially attributed to walk-ins and hospital discharges.
  - Acknowledging an increase in ECOs, (Emergency Custody Orders), it is projected that this may be a key factor in the Wait Time for Emergency Services category.
  - Acknowledging that Medicaid Expansion may result in some significant fluctuations in the data. Staff will be closely monitoring the data.
  - Members asked if it may be possible to add Wait Time to Treatment statistics for Emergency Services, or perhaps an agency average. Staff will investigate adding the requested data and will report back, noting that some data is already provided at the Fiscal Committee. Erin will forward a copy of the report and the data definitions to the Board.

#### 6. Matters of the Board.

Jane Woods, encouraging attendance, reported SPAN (Suicide Prevention Alliance Network) will be operating a booth at the NBC4 Health and Fitness Expo Saturday, Jan. 12 from 9:00 a.m. – 5:00 p.m. and Sunday, Jan. 13 from 9:00 a.m. to 4:00 p.m. Additionally, SPAN will provide a brief presentation.

Nancy Scott, CSB Board representative to The Long-Term Care Coordinating Council (LTCCC), updated the Board on a recent meeting, reporting an excellent presentation by CSB staff Lori Naveda on Mental Health First Aid for Older Adults. Ms. Scott further announced a need to leave the meeting early as she also represents the CSB Board on The Affordable Housing Advisory Committee, that was meeting later that evening.

Jennifer Adeli provided some details of a new book on imperfect memory authored by a friend. Reporting the book is scheduled to be released in February 2019, Ms. Adeli encouraged members and staff to review the book, as it provides information that may prove interesting and useful to staff and members.

Rachna Sizemore Heizer reported attending a statewide criminal justice symposium of the National Association for the Advancement of Colored People (NAACP) noting statewide interest in the Diversion First program. Ms. Heizer also reported discussion regarding disability awareness training, related to criminal justice.

Several members reported legislative visits, including Diane Tuininga, Gary Ambrose, Suzette Kern, Bettina Lawton, Captain Basilio ‘Sonny’ Cachuela, Jr., Daria Akers, and Sheila Coplan Jonas. A reminder was offered to send notes of completed legislative visits to Elizabeth McCartney, with a cc to Daryl Washington and Erin Bloom.

## 7. Committee Reports

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

Gary Ambrose, provided highlights of the November meeting, some of which include:

- Jean Post provided an overview of the Northern Virginia Regional Projects Office (NVRPO). The NVRPO office works with the Region II CSBs including Fairfax-Falls Church, Arlington, Loudoun, Prince William, and the City of Alexandria, clarifying that DD program oversight also includes Northwestern, Rappahannock, and Rappahannock-Rapidan. NVRPO has an annual budget of \$26M and a staff of seven, and provide oversight and utilization management of seven programs through 14 different management groups. Attendance was encouraged.
- Jim Kelly provided an overview of the TDO (Temporary Detention Order) Taskforce. Abbey May, Emergency Services Manager, chairs the meeting. Attendees include court staff, Special Justices, attorneys, magistrates, law enforcement, independent evaluators, emergency services and MCU (Mobile Crisis Unit) managers, service recipients, petitioners, family members, and advocates. Six hospitals are also represented. Mr. Ambrose enthusiastically recommended attendance.
- Mr. Ambrose announced a change to the December meeting noting DD attendees are invited to attend the first half hour for a briefing on current legislative talking points. Following the briefing, the DD attendees will move to the Board meeting room for the DD meeting, while BHOC attendees remain in the training room (1-408/1-509, Merrifield) to complete the remainder of their meeting.

**The next BHOC meeting is Wednesday, December 5, 5:00 p.m. at the Merrifield Center, Level 1-Room 408/509, East. This meeting is moved up one week to accommodate the county holiday schedule.**

### B. *Compliance Committee*

Bettina Lawton, provided a brief overview of the November meeting, including:

- An update to the ComplyTrack contract process, noting it is still in the review phase and has not yet been signed.
- Members and staff engaged in a robust discussion of the identification of moderate and high risk areas and the Board notification process including discussion of development of a uniform reporting format.

**The next meeting is Wednesday, December 12, at 4:00 p.m. at the Merrifield Center, Level 1 - Room 308 A/B, West. . This meeting is moved up one week to accommodate the county holiday schedule.**

### C. *Developmental Disabilities (DD) Committee*

Sheila Jonas reported there was no meeting in November.

**The next meeting is Wednesday, December 5 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West. This meeting is moved up one week to accommodate the county holiday schedule. This meeting is preceded by a joint 30-minute briefing**

***on legislative talking points at the start of the BHOC Meeting, 5:00 p.m. Merrifield Center, Level 1-Room 408/509, East.***

**B. *Fiscal Oversight Committee***

Captain Basilio ‘Sonny’ Cachuela, Jr., highlighted topics discussed at the November meeting including:

- Notification that Jessica Burris had been hired to fill the Chief Financial Officer position noting she will attend future Fiscal meetings.
- The Clinical Operations report noted the following:
  - Active recruitment is underway for hard to fill positions including Jail Based, Jail Diversion, and Emergency Services.
  - Medical clearance efforts continue, noting some safety and risk management concerns expressed by Inova. Due to the continued delay, some alternative plans are being identified.
  - Due to rescheduled November meeting, the Modified Fund Statement was not available and was sent to the Fiscal Committee members on Friday Nov. 6th. The Statement will be on the agenda for discussion at the December Fiscal Oversight Committee meeting.
  - As of Pay Period 21, there were a total of 140 Vacant General Merit positions.
  - Efforts to overfill vacant positions are ongoing.
  - A full-time recruiter position was approved.
- Captain Cachuela confirmed that information provided at this meeting regarding the FY2020 Budget forecast and outlook will be on the agenda for discussion at the December meeting.

**The next meeting is Friday, December 14 at 9:00 a.m. at the Pennino Building, Room 836A. This meeting is moved up one week to accommodate the county holiday schedule.**

**D. *Other Reports***

Elizabeth McCartney, responding to a request from Board Chair Suzette Kern, provided an update on preparations related to CSB Board testimony before the Virginia House Appropriations and Senate Finance Committee and the Northern Virginia (Fairfax County) Delegation in January 2019. Preparations include monitoring speaker registration for both events as well as developing talking points in collaboration with staff and volunteer speakers. It was decided that topics will be identified at an Ad Hoc Legislative Committee meeting, to be scheduled, and confirmed at the December 12<sup>th</sup> Executive Committee meeting. The identified speakers are Suzette Kern, Bettina Lawton, Edward Rose, and Diane Tuininga.

Suzette Kern offered a reminder of the ongoing CSB Board Bylaws review initiated to revise the Associate Member nomination procedure. Acknowledging that revisions to the Bylaws includes submission to the BOS, Ms. Kern requested that all members review the Bylaws for other possible revisions in an effort to avoid multiple BOS submissions. Ms. Kern requested that recommendations be forwarded to Erin Bloom

and Ms. Kern within one week (December 6, 2018). Ms. Kern will work with Cindy Tianti to confirm appropriate language before moving forward with CSB Board approval to submit to the BOS for further approval.

Gary Ambrose offered a reminder that it is time to review, for possible revision, CSB Board Policy #0030, Priority Access to Services. Edward Rose, CSB Board Secretary, will follow up with revision of this and other CSB Board policies in need of review, a triennial process.

Ms. Kern reported a meeting of the Ad Hoc Partner Feedback Committee on Tuesday, November 27<sup>th</sup>. Topics included email communication recently sent to Behavioral Health Oversight Committee and Associate Committee members requesting recommendations for designing a process to solicit feedback.

Recommendations included

- Initial outreach to vendor partners with large (\$100K +) contracts to limit the size of the initial focus group planned as the next step in this process.
- One Staff member and one (if applicable) Board member from each identified contract agency will be invited to attend. It is anticipated that this will limit the size of the group to approximately 20 persons.
- The Focus Group will be facilitated. The facilitator is yet to be identified. A goal was set for meeting with the facilitator in early December.
- Topic suggestions included 1) communication, 2) legislation, 3) strategic planning, and 4) collaboration.
- The projected timeline includes
  - Initial Ad Hoc meeting, the first week of December
  - Associate member notifications at the joint Behavioral Health Oversight and Developmental Disabilities Committee meetings, December 5, 2018
  - Recommendations for the facilitated focus group to be discussed at the December 12, 2018 Executive Committee meeting.
  - The focus group will be scheduled to meet in January/February 2019, with the results presented to staff.

## 8. Action Item

### A. *Approval of the 2019 CSB Board Meeting Schedule*

Suzette Kern requested review of the meeting schedule as presented. As no recommendations for revision were forthcoming, Bettina Lawton made a motion to approve the meeting schedule as presented which was seconded and approved.

## CLOSED SESSION

At 6:29 p.m. a motion was offered, seconded and passed to meet in closed session for a discussion of a personnel matter pursuant to Virginia Code § 2.2-3711(A)(1).

At 7:12 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.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 7:13 p.m.

Actions Taken--

- ◆ The October 24, CSB Board Meeting minutes were approved as presented.
- ◆ Staff will review current legislative talking points to confirm the information provided is current.
- ◆ The Board approved the 2019 CSB Board and Committee meeting schedule.

December 19, 2018



Date

Staff to Board