

Fairfax-Falls Church Community Services Board

January 23, 2019

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; Ken Garnes; Rachna Sizemore Heizer; Sheila Coplan Jonas; Bettina Lawton; Edward Rose; Nancy Scott; and Diane Tuininga;

The following CSB Board members were absent: Adrienne Walters and Jane Woods

The following CSB staff was present: Daryl Washington; Georgia Bachman; Mike Goodrich; Evan Jones; Elizabeth McCartney; Victor Mealy; Sebastian Tezna; Lyn Tomlinson; and Barbara Wadley-Young

1. Meeting Called to Order

Suzette Kern 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 further revision recommendations, the agenda was accepted as revised.

4. Approval of the Minutes

Draft minutes of the December 19, 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

Executive staff provided several agency updates, some highlights of which are listed below:

Mike Goodrich and Lyn Tomlinson provided updates to recent employment activities to include:

- Sebastian Tezna was welcomed as the new Business Operations Director.
- Eileen Bryceland, effective January 22, 2019, was promoted to Behavioral Health Outpatient Program Service Director.
- Michael T. Lane starts February 4 as Director, Individual & Family Affairs

Lyn Tomlinson provided several updates to clinical services, some highlights of which include:

- A reminder that ARTS (Addiction Recovery Treatment Services) is the Medicaid benefit for individuals with substance use disorder. The ARTS program launches this month and includes implementation of OBOT (Office Based Opioid Treatment) and IOP (Substance Abuse Intensive Outpatient). The related

residential services are anticipated to launch in Spring 2019. It was further noted that some valuable technical assistance was provided by Medicaid.

- Additional projects include ongoing efforts to streamline clinical and business efficiencies to improve both the client and staff experience, including decreasing time to treatment wait times. Regular updates will be provided to the Board.

Daryl Washington provided an overview of recent activities to include:

- The Leadership Group of Executive Directors across VA are refining the STEP-VA definitions for the nine core services.
 - Services currently being implemented include Same-Day Access, Primary Health Care Screening and Metabolic Screening, and Outpatient Services.
 - Next to be addressed is Crisis Services.
 - Once finalized, the definitions will be shared with the Board.
- Providing an update to the impact of the Federal Shutdown, the Board was assured there was no immediate concern in Fairfax County. Should the shutdown become lengthy, it is anticipated that the Housing Choice Voucher (HCV) and the Temporary Aid for Needy Families (TANF) programs will be the most affected.
 - Evan Jones provided an update to the impact of the shutdown on Employment & Day Services reporting that approximately 75-80 persons are contracted to the Federal Government. Of these, 20 have been provided other employment, but the remaining furloughed employees do not qualify for back-pay. Most are still receiving health benefits, and those who can, are utilizing leave.
- Mr. Washington provided an update to the state budget, highlights of which include:
 - Budgetary increases and decreases together with new funding totaling \$30M for fiscal years 2019 and 2020 is intended to create 825 new waivers. It is anticipated that distribution of the new waivers will be announced in late summer or early fall.
 - The CSB was just informed of an award of approximately \$200K to serve individuals with opioid issues, noting that the funds will be primarily used to increase the number of Certified Peer Specialists and Peer Run Services.
 - The next meeting of the Diversion First Stakeholders Group is January 28 at 7:00 p.m. at the Government Center.
 - All eight police substations throughout Fairfax County now offer the Drug-Take-Back program.
 - A reminder was offered of the proposed regional concept for VA CSBs, introduced by the Commissioner of the Department of Behavioral Health and Developmental Services (DBHDS). The proposal includes this CSB assuming leadership for the Northern VA CSBs. Clarifying that the Regional Advisory Group (RAC), of which Mr. Washington is a member, is lead in drafting service definitions for STEP-VA services, attention was directed to the Advisory Group (RAC) Charter, a copy of which was provided in the meeting materials. Mr. Washington noted some concerns

with language related to the role of the regional lead CSB in the section titled *What are the Roles and Responsibilities of the Lead CSB (page 2)*. The Board will be kept apprised as development of the regional concept and the charter evolve.

- Included as well, in the meeting materials, is a letter from Jennifer Faison, Executive Director VACSB (Virginia Association of Community Services Board) detailing some ongoing communication concerns with DBHDS Commissioner Hughes. The reply from the commissioner was also provided for Board review. The Board will be kept informed of developments as they occur.
- Other information included in the meeting materials included:
 - A flyer describing the Countywide Strategic Plan, a copy of which will also be sent to the Behavioral Health Oversight and the Developmental Disabilities Committee Associate Members with encouragement to participate in the survey.
 - A handout on the Fairfax County Adult Detention Center's addiction treatment and recovery program.
 - A flyer announcing the opening of the Housing Waitlist.
- An update to the VACSB Legislative conference was provided, some highlighted requests include:
 - DMAS Rates need to align with Medicare rates anticipated to encourage private providers to enroll.
 - Increase the funding for Waiver slots
 - Increase Jail Based Behavioral Healthcare services
 - Increase the number of PACT (Program for Assertive Community Treatment) teams in Fairfax County
 - A request for increased funding to accelerate the implementation of outpatient services in STEP-VA.
- Ms. Kern referenced a letter sent some time ago from Senators Howell & Saslaw and Delegate Sickles, and the response received from DBHDS Commissioner Melton, noting concern with some discrepancies in the response letter. Mr. Washington agreed to provide talking points to clarify Commissioner Melton's response.
- Mr. Washington, providing an update to the search for a third-party billing company, reported a challenge related to technological communication between Credible, the CSB's EHR (Electronic Health Record), and the third-party biller. Some efforts to resolve these concerns include
 - investigation of possibly utilizing the Credible billing module,
 - communication with other third-party billing companies,
 - investigation of retaining the CSB Revenue Billing Team (RBT), that may include hiring experienced, credentialed billers to the team.
 - All efforts are being coordinated with the office of Procurement and Material Management (PMM).

- Recognizing that efforts to engage a third-party billing company were part of a multiple point response to a previous billing error, Mr. Washington will provide the Board with an overview of each point including a time-frame for implementation. Ms. Lawton asked that the board be provided with all remediation resulting from the resolution of the previous billing error issue.
- An update to Medicaid enrollment efforts included the following:
 - Completion of 368 Medicaid applications
 - The successful enrollment of 184 clients out of 600 clients current with the CSB prior to January 1, 2019.

6. Matters of the Board.

Bettina Lawton announced that Hunter Mill District Supervisor, Cathy Hudgins, will not run for reelection this November. It was noted that the supervisors for the Braddock, Lee, and Providence District Supervisors, as well as Board of Supervisors Chair Sharon Bulova, have all also announced that they will not be running.

Encouraging attendance, Daria Akers and Rachna Sizemore-Heizer reported on the Special Olympics Fan Quest at Robinson High Secondary School, Saturday, February 2nd with a scheduled tailgate event from 5:00 p.m. – 7:00 p.m.

Diane Tuininga announced that Fairfax City has hired a new Chief of Police, Erin Schaible, replacing Carl Pardini who retired December 1, 2018.

Ms. Sizemore-Heizer advocated for pending legislation requiring Fairfax County schools to address the needs of Junior and Senior High School students with special needs in Family Life Education (FLE) classes.

Suzette Kern reported resumed efforts to schedule a REVIVE opioid training for the Lee district community.

7. Committee Reports

A. *Behavioral Health Oversight Committee (BHOC)*

Gary Ambrose provided some highlights of the January meeting. Associate Member updates were followed by an outstanding Diversion First update provided by Lisa Potter, Abbey May, and Marissa Farina-Morse, noting a copy of the Diversion First summary handout was forwarded to the Board. The next Diversion First Stakeholders meeting is Monday, January 28th at the Government Center, Rooms 2 & 3.

The next BHOC meeting is scheduled Wednesday, February 13, 2019, at 5:00 p.m. at the Merrifield Center, Level 1-Room 1-308 A/B, West.

B. *Compliance Committee*

Suzette Kern provided an overview of the January meeting noting the primary topic of third-party billing was discussed earlier in the Director's Report. Additional topics included;

- CSB Board new member and annual training requirements. Required Annual Training includes VA-FOIA and Compliance. Erin will follow up with members still in need of training to bring all in compliance.

- The contract for compliance tracking software is now fully executed. Implementation, projected to last 90 – 120 days, has begun, with data entry anticipated to begin in April 2019.

The next meeting is Wednesday, February 20 at 4:00 p.m. at the Merrifield Center, Level 1 - Room 308 A/B, West.

C. Developmental Disabilities (DD) Committee

Noting the absence of co-chairs Sheila Jonas and Jane Woods, Suzette Kern, further noting no January meeting had been held, provided a brief update:

- The next Welcoming Inclusion Network (WIN) meeting is Monday, February 25th from 6:30 p.m. – 8:00 p.m. at the Government Center rooms 9 & 10, with a primary agenda item of Inclusive Hiring.
- A further reminder of the Housing Choice Voucher Waitlist open enrollment period was offered.

The next meeting is Wednesday, February 6 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.

B. Fiscal Oversight Committee

Captain Basilio ‘Sonny’ Cachuela, Jr., provided an overview of the January 18th meeting, some highlights of which included:

- A reported slight increase in payroll was primarily credited to holiday pay, i.e. staff working in 24/7 facilities/shift differential, and overtime.
- A minor shortfall in total revenue was attributed to a combination of back-billing and 35 vacant revenue-producing positions, further noting that filling these vacant position is projected to meet, if not exceed, projected total revenue.
- An increase in Operating funds was noted, due to the closure of the Springfield offices.

The Administrative Operations update provided timelines for the CSB Budget process and the FY 2020 County Budget process. Suzette Kern offered a reminder that three volunteer Board members typically provide testimony in April, during the budget season, noting that she will be unavailable.

- The Human Resources Update included:
 - As of January 5, 2019, there were 137 Vacant General Merit positions. It was noted that promotional hiring results in continued vacancies
 - Efforts to hire a Recruiter are ongoing, with second-round interviews being scheduled.
- Lyn Tomlinson provided the Clinical Operations report, noting the following:
 - A Behavioral Health Specialist is working as a bed-finder with plans to add two non-merit Behavioral Health Specialists in support positions.
 - The CRT (Crisis Response Team) has expanded to hours one day each week to two days each week.
 - The Time to Treatment update included a report of overall improvement in wait times, while highlighting that wait times remain higher than the

goal of 10 days. Short term efforts include approval of overtime hours to interested staff, and solicitation of retired staff and soon-to-rotate staff to accept exempt positions post-retirement. Development of long term solutions are ongoing.

The next meeting is Friday, February 15 at 9:00 a.m. at the Pennino Building, Room 836A.

D. Other Reports

Suzette Kern provided a legislative testimony update noting that Ms. Kern, Bettina Lawton, Edward Rose, and Diane Tuininga had testified in early January. Rachna Sizemore-Heizer noted some pending legislation related to autism insurance coverage. Ms. Sizemore-Heizer will forward the information to Erin Bloom for distribution to the Board.

The Ad Hoc Partner Feedback workgroups are scheduled for Thursday, February 7th and Wednesday, February 13th. The facilitator, Kimberly Gladis, will forward the results to the Board

A proposal to establish an Ad Hoc Committee to review and, if needed, revise the Priority Access to Services Guidelines, including the CSB Board Policy, #0030. Gary Ambrose graciously agreed to chair the committee, with Rachna Sizemore-Heizer and Nancy Scott also volunteering.

Suzette Kern offered a reminder of the invitation extended to County Executive Bryan Hill to attend a CSB Board meeting. Ms. Kern provided an update noting that a written invitation had been issued in response to a request from Mr. Hill. As Mr. Hill was unavailable to attend the January 23, 2019 CSB Board meeting, and following an engaged discussion, Daryl Washington agreed to extend a follow up invitation to Mr. Hill for a meeting with the full board within the next 30 days at a date of his convenience. Mr. Washington will communicate any reply to the Board.

8. Engagement, Assessment, and Referral Unit Overview

Louella Meachem, with Mike Suppa, provided a PowerPoint presentation. Ms. Meachem illustrated each step in the arrival to assessment to screening process. Mike Suppa provided clarification to the graph on the Wait Times for walk in slide, noting that each of the colored bars represent the average wait time spent in each 'area'. It was further clarified that the 'Detox Waiting' title indicates someone in the Fairfax Detoxification Center and will be seen via televideo. Related to transportation concerns, it was confirmed that a vast majority of individuals are seen at Merrifield. However, some individuals are at an alternate site and are unable to get to Merrifield, in which case, staff may be sent to that location, or the individual may be seen via televideo. A reminder was offered that the assessment, intake process for Developmental Disabilities services is vastly different than the Behavioral Health/Substance Use Disorder services.

It was noted that the Staff Presentations will continue through the year as a means of informing the Board of the services that are offered through the CSB in support of their statutory responsibilities.

Acknowledging a possible inconsistency in the Service Quality and Outcome data provided in this presentation and data provided to the Fiscal Oversight Committee related to Time to Treatment, Lyn Tomlinson will compare the data and follow up with the Board.

In follow up to a Board request, Lyn Tomlinson agreed to provide a breakdown of which services are assigned following assessment and screening.

9. Action Item

Approval to Revision of CSB Board Bylaws

Proposed revisions to the CSB Board Bylaws included deleting the requirement to only nominate and approve prospective Associate Members in the months of June and January. The new language allowed for nomination and approval to occur the same month the nomination or approval was presented to the Board. Edward Rose, in final review of the proposed changes offered an additional revision, altering the requirement of ‘a majority vote of the full board’ for approval to ‘a majority vote of the Board members present and voting.’ Bettina Lawton, noting no further recommendations were forthcoming and no comments were received during the public comment period, made a motion to approve the CSB Board Bylaws as amended, which was seconded and passed.

Suzette Kern offered a reminder that the next step was to submit the proposed revisions to the Board of Supervisors as a Consideration Item.

CLOSED SESSION

There were no issues raised or request for a closed session offered.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 6:58 p.m.

Actions Taken--

- ◆ The December 19 CSB Board Meeting minutes were approved as presented.
- ◆ Daryl Washington will provide the Board with an overview of each point for resolution of third party billing contract problem including a time-frame for implementation.
- ◆ Daryl Washington agreed to extend a follow up invitation to County Executive Bryan Hill to meet with the full board within the next 30 days at a date of his convenience, following which he will communicate any reply to the Board.
- ◆ Lyn Tomlinson will provide clarification to wait time data provided in the Staff Presentation.
- ◆ Lyn Tomlinson will provide a breakdown of services assigned following assessment and screening.
- ◆ Revisions to the CSB Board Bylaws were approved.

February 27, 2019

Date



Staff to Board