



FAIRFAX - FALLS CHURCH

# Community Services Board

## 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 24, 2019, 5:00 p.m.

1.	<b><i>Meeting Called to Order</i></b>	Suzette Kern	5:00 p.m.
2.	<b><i>Matters of the Public</i></b>	Suzette Kern	
3.	<b><i>Amendments to the Meeting Agenda</i></b>	Suzette Kern	
4.	<b><i>Approval of the March 27, 2019 CSB Board Meeting Draft Minutes</i></b>	Suzette Kern	
5.	<b><i>Staff Presentations</i></b>		
	A. Jail Diversion	Marissa Farina-Morse	
6.	<b><i>Director's Report</i></b>	Daryl Washington	
7.	<b><i>Matters of the Board</i></b>		
8.	<b><i>Committee Reports</i></b>		
	A. Behavioral Health Oversight Committee	Gary Ambrose	
	B. Compliance Committee	Suzette Kern	
	C. Developmental Disabilities Committee	Sheila Jonas/Jane Woods	
	D. Fiscal Oversight Committee	Captain Basilio 'Sonny' Cachuela, Jr.	
	E. Other Reports		
	• Testimony, Budget Public Hearings, April 2019	Edward Rose	
	• 2019 Legislative Session Feedback	Ken Garnes	
	• Priority Access Guidelines	Gary Ambrose	
	• CSB Annual Board Retreat - Date	Suzette Kern	
9.	<b><i>Action Item</i></b>		
	A. CSB Board Officer Nominating Committee	Suzette Kern	
10.	<b><i>Closed Session: Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, as permitted by Virginia Code Section 2.2-3711(A)(8).</i></b>		
11.	<b><i>Adjournment</i></b>		

# Fairfax-Falls Church Community Services Board

## March 27, 2019

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

The following CSB members were present: Bettina Lawton, Vice Chair; Jennifer Adeli; Daria Akers; Gary Ambrose; Thomas Burger; Basilio ‘Sonny’ Cachuela Jr; Ken Garnes; Sheila Coplan Jonas; Edward Rose; Nancy Scott; Diane Tuininga; and Jane Woods

The following CSB Board members were absent: Suzette Kern, Chair and Rachna Sizemore Heizer

The following CSB staff was present: Georgia Bachman; Jessica Burris; Lucy Caldwell; Cynthia Evans; Mike Goodrich; Cynthia Tianti; Lyn Tomlinson; and Barbara Wadley-Young

Guests: Tisha Deeghan, Deputy Director Health and Human Services and Joe Mondoro, Director Department of Management and Budget

### 1. Meeting Called to Order

Bettina Lawton 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. As no revisions were recommended, the agenda was accepted as presented.

### 6. FY 2020 Fairfax County Budget Update.

Joe Mondoro, Director Department of Management and Budget (DMB), distributed two budget handouts including the *FY 2020 Advertised Budget Plan Presentation* and the

*Citizen’s Guide to the Budget*. An overview of the *Citizen’s Guide* was provided, some highlights of which included:

- The opportunity to provide comments at the Budget Public Hearings on April 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> was emphasized, noting the Testimony will be accepted in several formats including written, in person, and video.
- It was reported that the full County Budget is approximately \$9B, a portion of which is the General Fund of approximately \$4.5B. It was clarified that the typical budget overview focuses on the General Fund due to the programs funded by this portion, further clarifying that while the CSB Budget is funded through the full County Budget, many of the resources utilized are funded through the General Fund.
- The FY 2020 County Revenue is projected to increase by approximately \$162M in FY 2020. It was reported that 52.9% (\$86.46M) of this increase is budgeted for

Fairfax County Public Schools for services including teacher pay, school operations, maintenance, and construction. The other primary expenditure is county employee pay and health benefits. It was noted that changes to health plans resulted in no increase to health benefit expenses in FY 2020, the funding refers solely to an increase in employee pay, primarily related to public safety employees, longevity increases, and the MRA (Market Rate Adjustment) also referred to as, COLA (Cost of Living Adjustment).

- The decrease of approximately \$16M in Debt Service and Capital is primarily attributed to debt payoff for the Pennino and Herry buildings this Fiscal Year.
- The request of approximately \$10M for the CSB includes employee pay and benefits, specific CSB initiatives including the June 2019 Special Education Grads, the addition of five Support Coordinators, and additional funding to compensate for a small decrease in revenue from the cities of Fairfax and Falls Church. Additionally, there is funding to compensate for Contract Rate Adjustments (CRA) for existing contract partners.

Tisha Deeghan directing attention to slides #21 and #22 in the *FY 2020 Advertised Budget Plan Presentation*, highlighted the total funding of approximately \$25.5M budgeted for Human Services and Public Safety further, offering a reminder that there is a great deal of overlap in services and programs between the two areas. Acknowledging that many of the requests had been approved, Ms. Deeghan recommended several topics for BAC (Boards, Authorities, and Commissions) budget testimony to include the supporting the County Strategic Plan for affordable housing, early childhood services, and integrated primary and behavioral health care.

#### 7. Approval of the Minutes

Draft minutes of the February 13, 2019 CSB Board Special Meeting and the February 27, 2019 regular meeting of the Fairfax-Falls Church Community Services Board were presented for review, following which the minutes were seconded and approved.

#### 8. Staff Presentation – Emergency Services

Abbey May, Director of Acute Services, provided an overview of the array of services provided, highlighting Diversion First, Mobile Crisis Unit operations, the Independent Evaluator Program, and the Crisis Stabilization Unit including:

- Diversion First was launched at the MCRC (Merrifield Crisis Response Center) in collaboration with the Sheriff's Office and Fairfax County Police Department.
- The increase in services provided was attributed to Diversion First as individuals were diverted away from incarceration and into treatment.
- The decrease in wait times for services was attributed to filled vacancies and to the addition of 'Bed-Finders' who assumed the responsibility for locating treatment beds freeing up clinical staff to see more patients.
- The increase in ECOs and TDOs (Emergency Custody and Temporary Detention Orders) was attributed to an increase in CIT (Crisis Intervention Team) trained law enforcement officers, noting there were 10 classes in 2018, with eight planned for 2019.

- Independent evaluations are required to be provided at commitment hearings, noting that an Emergency Services staff member is sent to each hearing to assist with connecting the individual with services or to intervene if needed. It was clarified that the data reflects individuals hospitalized in Fairfax County though they may reside in another jurisdiction. It was further noted that although the data illustrates an increase in TDOs, it does not reflect a commensurate number of hospitalizations, indicating alternative resources are being utilized.
- It was reported that efforts are underway with DIT (Department of Information Technology) to develop reports that will help identify costs and cost savings once enough data has been collected.

## 9. Director's Report

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

Barbara Wadley-Young provided an update to WIN (Welcoming Inclusion Network) implementation, some highlights included:

- The current focus is on orientation and assessment for the 118 individuals participating in Support Coordination services, noting that approximately 50% of them are new participants. Efforts include reviewing case-loads to identify area of interest in the identified WIN options of retirement, employment, or self-directed services. Training is being provided on availability of community services and resources and processing referrals.
- Collaborative efforts are underway with libraries, senior centers, the Senior + Program, adult day health centers, and Neighborhood and Community Services in development of a volunteer corps, noting an upcoming meeting on April 10<sup>th</sup>.
- Discussions with DPMM (Department of Procurement and Material Management) involve the search for grants to expand Group Supported Employment, and consideration of the viability of contractors providing self-directed services.
- The WIN stakeholders group focusing on inclusion has a meeting scheduled for April 18, noting that a survey will be sent out prior to identify areas of interest on inclusion efforts.
- Lori Stillman will be presenting for WIN at the County Budget Public hearings in April.

Mike Goodrich introduced new staff member Donna Chittum who started March 4<sup>th</sup> in the position of Recruiter. Ms. Chittum provided a brief background and shared that she has been visiting programs to become familiar with programs needs and will be attending career events/job fairs in April.

Additionally, Mr. Goodrich provided an update to recent financial activities, noting that a report provided at the March Fiscal Committee meeting identified substantial missed revenue due to services that are currently non-billable, due to various circumstances, including clients who have no fixed address/are homeless, documentation missing a patient signature, and a lack of credentialed staff. Efforts are underway to correct these and other identified concerns.

Lyn Tomlinson provided some additional updates to include:

- The Chris Atwood Foundation, an Associate Member of the Behavioral Health Oversight Committee, recently published a report crediting training in the use of Narcan, provided by the Foundation, has resulted in 212 lives being saved.
- Attendees were encouraged to review the packet of CSB information provided in the meeting materials, noting that success stories, staff highlights, and recent CSB staff events were included.
- In support of workforce planning, Executive staff is placing welcome calls to new employees, which have been positively received. Ms. Tomlinson provided a timeline of the calls, explaining that the initial calls are placed within the first 30 days of employment, with a follow-up call in the 60-90 days following hire.
- Members were encouraged to attend the CSB Awards of Excellence on Thursday, April 4, 2019 from 9:30 a.m. – 11:00 a.m. in the Government Center Atrium.
- The CSB Engagement survey has closed and the results are under review, following which an action plan will be developed.
- Noting continued efforts to launch Same-Day Access, a STEP-VA (System Transformation Excellence and Performance) initiative, Ms. Tomlinson reported that Daryl Washington, Louella Meachem, and Mike Suppa were interviewed by NBC4 on this topic. Additional implementation efforts include:
  - Continued work to attain the goal of improving the time to treatment wait to within 10 days.
  - Development of primary care screening efforts are ongoing, including development of follow up service provision, noting some reliance on BeWell.
  - Daryl Washington is involved in the state process to develop definitions for STEP-VA services, reporting a current focus on Crisis Intervention and Outpatient services.
  - A reminder was offered of the upcoming VACSB (Virginia Association of Community Services Boards) conference May 1-3, 2019 in Williamsburg noting the title is *Enhancing Services, Enhancing Lives* and will have a clinical focus. Members were asked to alert Erin Bloom if they wish to attend.
  - Daryl Washington, Lyn Tomlinson, Mike Goodrich, Georgia Bachman, and Luann Healy attended a meeting with State Leadership on Thursday, March 21, 2019, at which it was determined that further work on regulations will be performed.
  - Reporting some recent concerns with prescribing practices in the jail, the Sheriff's office and CSB medical staff are collaborating to modify the current process to better address the prescribing needs of individuals in custody.
  - CSB Medical Director, Dr. Colton Hand and Lyn Tomlinson will be attending the next NAMI (National Alliance on Mental Illness) meeting, reporting that it is scheduled to be held in the jail. It was confirmed that regular updates on these matters will be provided to the Board.
  - There was an interview on CBS Channel 9 on the STAR (Striving to Achieve Recovery) program on which Sheriff's Office and CSB staff, as well as enrolled individuals appeared.

## 10. Matters of the Board.

Captain Cachuela, in support of the previous announcement on the STAR Program interview, noted that both Channel 9 and Channel 4 aired interviews, both of which may be viewed on the Sheriff's Facebook and Twitter pages.

Daria Akers provided a personal story related to CIT (Crisis Intervention Team) trained law enforcement personnel, noting the support, professionalism, and admirable follow up of the responding officers. Mr. Ambrose, offering a reminder of the Diversion First Stakeholders Meeting scheduled in May, noted that perhaps the responding officers could be scheduled as presenters.

Nancy Scott, noting her tenure on the Affordable Housing Resources panel had come to an end, reported the submission of a housing report to the Board of Supervisors (BOS). Ms. Scott reported that a proposal to add .01¢ to the tax rate next year was offered, asking that the increase be earmarked for new affordable housing. Ms. Scott further reported a request from the housing office to include the critical need for new affordable housing in the CSB Budget testimony.

Gary Ambrose reported that VA State Senator Jennifer Boysko expressed an interest in exploring mental health initiatives, noting that she would like to consult with those who may be familiar with the topic of current behavioral health needs. Lyn Tomlinson agreed to reach out to Senator Boysko's staff.

## 11. Committee Reports

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

Gary Ambrose provided a brief overview of the most recent BHOC meeting:

- Associate Members were given a summary of the recent CSB Board Ad Hoc Partner Feedback meeting, noting that a summary of the meeting outcomes would be provided.
- Avneet Himebaugh, representing Shatterproof, a grassroots advocacy group advocating for substance use disorder treatment particularly related to family support and advocacy, provided some background of Shatterproof and an overview of recent activities.
- Captain Jaime Popik with the Fairfax County Sheriff's Office provided an overview of the STAR program, noting the principle concern of discharging inmates is locating employment.
- Several Associate Members provided agency updates.
- Lyn Tomlinson provided several staff updates

**The next BHOC meeting is Wednesday, April 10, 5:00 p.m. at the Merrifield Center, Level 11-Room 308 A/B, West.**

### *B. Compliance Committee*

Bettina Lawton provided highlights of the March 20 meeting, some highlights of which are:

- Staff provided an overview of serious incident reporting, including how reports will be conveyed to the Board.

- An update was provided to CSB efforts to partner with AdvantEdge, a billing company that will be assuming all the third-party billing. Billing testing will take place in April, beginning with Case Management services. Expansion to other services is anticipated in May.
- A new Quality Assurance Manager has been hired.

**The next meeting is Wednesday, April 17, at 4:00 p.m. at the Merrifield Center, Level 1 - Room 308 A/B, West.**

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

Jane Woods, noting no DD meeting in March, reported that LogistiCare and DMAS (Department of Medical Assistance Services) have regional meetings.

Acknowledging that attending the meetings can be challenging, a webinar has been scheduled, the link for which will be forwarded to the DD Committee Outlook distribution list by Board Clerk, Erin Bloom. Ms. Woods noted that there have been improvements to (LogistiCare) transportation services reported.

**The next meeting is Wednesday, April 3, at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.**

**B. Fiscal Oversight Committee**

Captain Basilio ‘Sonny’ Cachuela, Jr., noting several highlights had already been provided by executive staff, provided a brief overview of the March 15<sup>th</sup> meeting, including:

- The Modified Fund Statement with end of year budget projections for FY 2019 will be presented at the April 2019 Fiscal Committee meeting. Following which, an update will be provided to the Board at the April 24<sup>th</sup> CSB Board meeting.
- Three CSB Board members have volunteered to provide budget testimony before the BOS on April 11, 2019. Volunteers include Diane Tuininga, Edward Rose, and Jennifer Adeli.

**The next meeting is Friday, April 19, at 9:00 a.m. at the Pennino Building, Room 836A.**

**D. Other Reports**

Bettina Lawton reported that Elizabeth McCartney, in consult with Ken Garnes, is developing testimony for the County Budget Public Hearings just noted in the Fiscal Committee report.

Diane Tuininga provided an update to the recent CSB Board Ad Hoc Partner Feedback meeting, reporting that two primary themes were identified as 1) early inclusion for programmatic changes and initiatives, and 2) open communication. Acknowledging the need for some timely action it was proposed that a timeline identifying priorities and action steps be developed, noting that the timeline will be developed by CSB staff. It was further discussed that some joint meetings of the Developmental Disabilities and Behavioral Health Oversight Committees be scheduled to facilitate joint discussion.

Ken Garnes offered a reminder for all members to provide feedback on the recent legislative session preparations and visits.

## 12. Action Item

- A. *Adult Drug Court Discretionary Grant Application Request (Veterans Treatment Court, Type A, Enhancement Grant)*

Marissa Farina-Morse provided an overview, noting that the amount of the grant is \$500K from the Bureau of Justice Assistance Adult Drug Court Discretionary Program. If awarded, the grant will provide an additional 36 months to fund the Veterans Treatment docket following the expiration of the current grant, which expires in September 2019.

Edward Rose made a motion for approval to submit the Adult Drug Court Discretionary Grant application which was seconded and approved.

## CLOSED SESSION

At 7:22 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 7:40 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. The meeting was adjourned at 7:42 p.m.

### Actions Taken--

- ◆ The February 27, CSB Board Meeting minutes were approved as presented.
- ◆ Approval to apply for, and if awarded, spend grant funding from the Bureau of Justice Assistance Adult Drug Court Discretionary Program.

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Date

Staff to Board

## ***Behavioral Health Oversight Committee Meeting Minutes***

**Date:** March 13, 2019

**Location:** Merrifield Center, First Floor, Room 1-308 A/B, West

**Committee Members Present:** Chair, Gary Ambrose and CSB Board Member Daria Akers

**CSB Board Members Absent:** CSB Board Member Captain Basilio 'Sonny' Cachuela, Jr; and CSB Board Member Diane Tuininga

**Associate Members Present:** Peter Clark, No. VA. Mental Health Foundation (NVMHF); Lauren Goldschmidt, ServiceSource; Lisa Goodwin, Recovery Program Solutions of VA (RPSV); Wendy Gradison, Psychiatric Rehabilitation Services, Inc. (PRS); Lisa Jackson-Wardlaw, CRi; Heather Peck, Laurie Mitchell Empowerment and Career Center (LMECC); and Bill Taylor, Concerned Fairfax

**Staff:** Georgia Bachman, Asst. Deputy Acute & Therapeutic Treatment Services; Lucy Caldwell, Communications Director; Evan Jones, Employment & Day Services; and Lyn Tomlinson, Deputy Dir. Clinical Services

**Guest(s):** Jaime Popik, Fairfax County Sheriff's Office, Avneet Himebaugh, Shatterproof Ambassador

<b>Topic</b>	<b>Action</b>	<b>Responsible Party</b>	<b>Due Date</b>
Meeting Call to Order	Meeting was called to order at 5:04 p.m.	Gary Ambrose	
Opening Remarks Announcements	Gary Ambrose welcomed Committee and Associate Members as well as staff and members of the public, who then introduced themselves including staff position or agency affiliation.  Mr. Ambrose offered a reminder of the Ad Hoc Partner Feedback Meetings including an overview of the purpose, outcomes, and follow up plans noting that further feedback is welcome and may be emailed directly to Mr. Ambrose.		
Meeting Minutes	Due to the lack of a quorum review and committee approval of the February 13, 2019 draft meeting minutes were tabled to a future meeting until a full quorum is present.	Committee Members	
Matters of the Public	Avneet Himebaugh, representing Shatterproof, provided an overview of the program and some current concerns related to availability and publicization of resources for parents/families of individuals receiving services. Ms. Himebaugh will forward materials to Erin Bloom for distribution to Committee and Associate members. Attendees were encouraged to visit the Shatterproof website at <a href="http://www.shatterproof.org">www.shatterproof.org</a> .		

## ***Behavioral Health Oversight Committee Meeting Minutes***

Topic	Action	Responsible Party	Due Date
STAR – Striving to Achieve Recovery Program	<p>Captain Jaime Popik distributing several handouts, provided background and an overview of the STAR program that launched November 1, 2018 in the Fairfax County Adult Detention Center (ADC). Some highlights of the presentation include:</p> <ul style="list-style-type: none"> <li>• This jail-based program is peer run, assisted by CSB jail staff, four deputies, and two inmate mentors.</li> <li>• The curriculum used in this program is Living in Balance, a two-phase, multi-step program. Additional resources include a 12-step program, utilizing both Narcotics Anonymous and Alcoholics Anonymous, (NA/AA), as well as guest speakers.</li> <li>• A primary focus is related to employment opportunities post-discharge. Some key efforts include assistance with obtaining certifications, employment partners, and skills training. It was noted that safety concerns limit the options related to skills training. Additionally, continuing education including GED, post-secondary education, and online courses with Northern Virginia Community College are offered. Typical employment opportunities include hardware stores and, in the construction, and restaurant industries.</li> <li>• Both phases of the Living in Balance program are limited in size due to supervisory staff.</li> <li>• In response to a question, Captain Popik confirmed that about 50% of the participating inmates are dual-diagnosed with a co-occurring mental health diagnosis, further confirming that age is not a deciding factor.</li> <li>• To be eligible, inmates must be residents of Fairfax Co, Fairfax City, or Vienna and must volunteer for the program. Additional eligibility requirements include a history of substance use, no conviction of violent crime within 10 years, and a positive jail adjustment.</li> <li>• Inmates with gang affiliations and convicted sex offenders are not eligible. It was further noted that eligibility may be impacted by the balance of their sentence.</li> <li>• Noting ongoing efforts to locate additional funding, it was further noted that future plans include expanding the program to the female inmates.</li> </ul> <p>Associate and Committee members engaged in robust discussion with Captain Popik.</p>	Captain Jaime Popik, Fairfax County Deputy Sheriff	
Associate Member Reports, Updates, and Concerns	<p>Gary Ambrose opened the floor to Associate Members. Some information provided included the following:</p> <ul style="list-style-type: none"> <li>• Wendy Gradison, PRS, Inc. announced that Springtopia, the PRS Annual Fundraiser, is scheduled for Saturday, May 11, 2019 at the Tysons Hyatt.</li> </ul>	Associate Members	

## ***Behavioral Health Oversight Committee Meeting Minutes***

Topic	Action	Responsible Party	Due Date
	<ul style="list-style-type: none"> <li>○ Additionally, a recent interview with PRS staff Laura Mayer by NBC4 was aired Sunday, March 10<sup>th</sup>. Topics included CrisisLink, a suicide prevention hotline and textline, and CareRing, a community outreach program for seniors ages 60 and older.</li> <li>● Heather Peck with LMECC, noting the expansion of their employment support program is near completion, commended the CSB for their support during this expansion.</li> <li>● Lisa Goodwin provided an overview of RPSV noting there are five Recovery Centers; four are located in Fairfax County with one in Arlington County. They are currently seeking a program coordinator for the Arlington location. Additional highlights included: <ul style="list-style-type: none"> <li>○ RPSV anticipates serving a total of 9500 unique (non-duplicative) individuals in 2019</li> <li>○ A schedule for the Spring 2019 WRAP (Wellness Recovery Action Plan) training sessions was distributed.</li> <li>○ Noting a current focus is fundraising, Ms. Goodwin announced a Summer fundraiser is planned. Tentatively scheduled for August, more information will be shared at the April BHOC meeting. Additionally, plans for growth and expansion are underway.</li> </ul> </li> <li>● Bill Taylor offered thanks to Lyn Tomlinson, and Michael Lane for attending a recent Concerned Fairfax and providing information on the CSB.</li> <li>● Lauren Goldschmidt <ul style="list-style-type: none"> <li>○ Spring Wine Dinner Fundraiser planned for May 9<sup>th</sup>, event includes a raffle (\$25.00/ticket) for several tiered prizes, 4-night hotel stay, 2-night hotel stay, and an Apple i-pad.</li> <li>○ In honor of Developmental Disabilities Awareness &amp; Acceptance Month and Autism Awareness &amp; Acceptance Month, an art exhibition highlighting artists on the spectrum is planned for Thursday, April 18<sup>th</sup> from 12:30 – 2:00 p.m., during Spring Break 2019.</li> <li>○ Additional details for both events will be shared at the April BHOC meeting.</li> </ul> </li> </ul>		
Staff Reports	<p>Lyn Tomlinson provided an overview of recent activities, some highlights of which include:</p> <ul style="list-style-type: none"> <li>● Employment updates included <ul style="list-style-type: none"> <li>○ the recent hiring of a full-time recruiter, Donna Chittum, noting she will be attending an upcoming job fair.</li> </ul> </li> </ul>		

## ***Behavioral Health Oversight Committee Meeting Minutes***

Topic	Action	Responsible Party	Due Date
	<ul style="list-style-type: none"> <li>○ Executive staff has implemented a plan to reach out, via telephone, to newly hired staff. A follow up call at 60-90 days is also planned.</li> <li>● Attendees were encouraged to attend the 2018 Spirit of Excellence Awards, celebrating CSB staff on April 4, 2019 at the Government Center from 9:30 – 11:00 a.m.</li> <li>● A reminder was offered that County Executive Bryan Hill has launched a countywide strategic plan with a goal of 7-10 priorities. In addition to the survey that was developed to solicit community support, several meetings were scheduled to receive feedback from the business and philanthropic communities as well as BACs (Board Authorities, and Commissions), noting that approximately 37,000 responses were received.</li> <li>● Use of the DLA-20 was launched March 1, 2019, assists with assessing activities of daily living.</li> <li>● Attendees were encouraged to join the CSB at the Government Center for a proclamation of the CSB 50<sup>th</sup> Anniversary on May 7, 2019. Lucy Caldwell added that there is a pre-proclamation reception in the Government Center Forum.</li> <li>● There are two BeWell Health Fairs scheduled for April, at Merrifield on Wednesday, April 24<sup>th</sup> from 12:00 p.m. – 5:00 p.m. and at Gartlan on April 30<sup>th</sup> from 1:30 p.m. - 2:00 p.m. Some of the offerings include healthy snacks, health testing including blood pressure, and nutritional coaching.</li> </ul> <p>Attendees were asked to reach out via email or phone with feedback regarding the staff updates provided at the meetings. Initial feedback was positive with a request to include VACSB updates.</p> <p>Lucy Caldwell and Lauren Goldschmidt announced the next WIN (Welcoming Inclusion Network) meeting was scheduled for Monday, March 18<sup>th</sup> at 6:30 p.m. – 8:00 p.m. at ServiceSource. Agendas items include, review of prior goals, a modified SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis identifying opportunities and challenges in Fairfax County.</p> <p>Lucy Caldwell announced a Children's Mental Health Awareness Recognition event on Thursday, May 9, 2019 from 3:30 – 6:30 at Merrifield. Presenters include representatives from SCYPT (Successful Child and Youth Policy Team), other speakers, and authors. A Save the Date announcement and more detailed information is forthcoming.</p> <p>Evan Jones and Lucy Caldwell reported that staff from Turning Point and the related program for youth who are clinically high-risk for a first episode, and staff from Emergency Services spoke before 60 Northern</p>		

## ***Behavioral Health Oversight Committee Meeting Minutes***

Topic	Action	Responsible Party	Due Date
	<p>Virginia Community College (NOVA) counselors. NOVA requested this presentation as the current student population includes 'first episode' and 'at risk' as well as those with Substance Use Disorders as well as an increasing number of students with autism and other developmental disabilities.</p> <p>Michael Lane reported he will attend the April BHOC meeting, at which he will provide information on the Peer Workforce including plans for recruitment.</p> <p>Georgia Bachman announced that the State Supreme Court had approved establishment of a Mental Health docket. It is not known if the Supervised Release Program docket will remain active, this information will be reported once confirmed.</p>		
Adjournment	There being no further business to come before the Committee, the meeting was adjourned at 6:34 p.m.	Gary Ambrose, Chair	
	<b>The next BHOC meeting is Wednesday, April 10, 2019, 5:00 p.m. at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA, Room 1-308 A/B, West</b>		

April 10, 2019

Date Approved



Prepared by Erin Bloom

## Fairfax-Falls Church Community Services Board

### Compliance Committee

March 20, 2019

The Compliance Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

The following Committee members were present: Bettina Lawton, Vice Chair; Gary Ambrose; Captain Basilio 'Sonny' Cachuela, Jr.; Ken Garnes; Edward Rose; and Jane Woods

The following Committee member(s) were absent: Suzette Kern, Board Chair

The following staff were present: Daryl Washington, Mike Goodrich, Cindy Tianti, and Lyn Tomlinson

- Meeting Called to Order

The meeting was called to order at 4:00 p.m.

- Review of Meeting Minutes

Meeting minutes of the January 16, 2019 Compliance Committee were provided for review and revision. As no recommendations were forthcoming, Edward rose made a motion to approve the minutes as presented, which was seconded and approved.

- Follow up items from January 2019 Compliance Meeting

*AdvantEdge Methodology*

Daryl Washington offered a reminder that the full Board was provided a status update at the February CSB Board meeting on contracting with and implementation of third-party billing with AdvantEdge. Additional information was provided that confirmed the contract with AdvantEdge had been fully executed, and weekly implementation meetings were ongoing. Noting that Case Management is the first service that will be billed outside of the test environment, the goal is to bill for April Case Management services in May 2019. It was further confirmed that once Case Management billing is launched successfully, the balance of billable services will be added to the services billed by AdvantEdge by the end of the Fiscal Year.

- Serious Incident Reporting – Levels I, II, and III

Luann Healy directed attention to several handouts distributed in the meeting materials. It was clarified that the Serious Incident Report (SIR) form included in the materials (pages 6 – 10) are designed to illustrate the format of the DBHDS reporting system - CHRIS (Computerized Human Rights Information System) with some elements of the numerous MCO (Managed Care Organization) reporting processes added to provide a comprehensive reporting form. Highlights of the material presented included:

- Department of Behavioral Health and Developmental Services (DBHDS) reporting requirements were revised on September 1, 2018, greatly complicating the process for reporting that all licensed programs in the Commonwealth are required to follow.
- It was further noted that, per DBHDS guidance, all incidents are considered Serious with a definition/filtering structure to help differentiate between levels I, II, and III.

- Managed Care Organizations (MCOs) have separate reporting requirements that must be followed, noting some differentiation from CHRIS as well as each other.
  - It was further noted that Human Rights investigations and reporting have a third, separate reporting process.
  - A recent update requires that recommended follow up procedures are confirmed in writing, e.g. a staff reprimand is confirmed as having been done.
  - The SIR form is completed by involved staff and faxed to OCRM to report incidents. Qualified OCRM staff enters the incident information, as appropriate, into the correct reporting system. The SIR form is retained to initiate and support root-cause analysis and trend identification, following which the form is shredded.
  - It was confirmed that program may impact reporting requirements, i.e. residential, home, outpatient, etc. It was further confirmed that service area including Developmental Disabilities, Behavioral Health, and/or Substance Use Disorder also impacts reporting requirements.
  - Members requested that a confidentiality disclaimer be moved to the last page of the form to better illustrate that the information on the entire form is covered by the disclaimer.
- [CSB Moderate/High Risk Compliance and Risk Management Areas](#)  
Daryl Washington, in support of Luann Healy's presentation on Incident Reporting, directed attention to the last page of the meeting packet, specifically to the number of incidents reported in the three-month period from Dec. 1, 2018 – Feb. 28, 2019. Further information provided included:
    - Noting that Level III incidents include deaths, it was clarified that the majority of the deaths are attributed to natural causes including complications from medical conditions. Noting that this level also includes violent incidents, serious injury, etc., members requested additional filtering of the data to identify types of incidents and trends that may be related to location, staff, or individual.
    - Due to the complexity of the definitions, DBHDS may be consulted for assistance with identification of level.
    - Members requested a follow up report, including the additionally filtered Level III results, at the April Compliance Committee meeting and followed by monthly updates.
  - [Updates](#)  
*ComplyTrack*  
Mike Goodrich confirmed that the contract with ComplyTrack has been fully executed. Luann Healy, confirming the Risk Manager started in February and the QA (Quality Assurance) Manager begins April 15<sup>th</sup>, noted implementation is scheduled to start May 1<sup>st</sup> to allow for both of these critical positions to engage fully in the implementation process, further noting that the process will take 12 weeks. During the implementation phase, reporting functions will be identified.

#### *AdvantEdge*

Mr. Goodrich, noting the update provided previously, will continue to provide monthly updates as a regularly scheduled agenda item.

- Next Steps/Other Issues

Daryl Washington, offering a reminder of a recent high-public scrutiny incident involving contracted agency MVLE, reported the county had received a FOIA request from the Washington Post, for various pieces of information including CSB material related to reporting and contract information.

#### CLOSED SESSION

At 4:57 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 5:07 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. The meeting was adjourned at 5:08 p.m.

#### Actions Taken –

- Minutes of the January 2019 Compliance Committee meeting were reviewed and approved.
- A serious incident report, revised to incorporate filtered Level III results, will be provided monthly, beginning with the April Compliance Committee meeting.

April 17, 2019

Date Approved



Staff to the Board

Fairfax-Falls Church Community Services Board  
Developmental Disabilities Committee

February 6, 2019

The Developmental Disabilities Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

Committee Members in Attendance: Sheila Coplan Jonas, Co-Chair; Jane Woods, Co-Chair; Daria Akers, Board Member; Thomas Burger, CSB Board Member; Suzette Kern, CSB Board Chair; and Nancy Scott, Board Member

Committee Members absent: Rachna Sizemore Heizer, Board Member;

Associate Members in Attendance: Kenan Aden, MVLE; Bethany Barr, Melwood; Dennis Brown, ServiceSource; Rikki Epstein, The Arc of Northern Virginia; Norma Israel, Resources for Independence of VA (RIVA); Salsi Mane and Fiorella Vito, Work Opportunities United; Bernice Meanchop, CRi; Andrew Miller, Lutheran Family Services; Zanelle Nichols, ECHO; Stephen Toth and Mary Ehlers, ServiceSource, Families & Friends; Jakuta Williams, CCI

Staff in Attendance: Barbara Wadley-Young; Randy Buckland; Evan Jones, Elizabeth McCartney; Victor Mealy, Joseph Rajnic, and Lyn Tomlinson

Guests in Attendance:

1. Meeting Called to Order

Jane Woods convened the meeting at 5:32 p.m. following which, all attendees introduced themselves including name and agency affiliation.

2. Approval of the Agenda and Minutes

As no changes to the February 6, 2019 agenda were recommended, the agenda was accepted as presented.

Draft minutes of the December 5, 2018 Developmental Disabilities Committee meeting were presented for Committee review. As no revisions were recommended, Suzette Kern made a motion to accept the notes as presented, which WAS seconded and passed.

3. Matters of the Public

None were presented.

4. Matters of the Committee

Daria Akers reported Robinson Secondary School hosted an event titled Fan Quest this past weekend, noting it was an extremely successful event.

Dennis Brown provided highlights of some recent legislative activity noting three proposals were unsuccessful to include Refresh/Rebase; insufficient priority one slots, including for

individuals over 70 years of age; and a request to reduce licensing audit visits for areas included in CARF (Commission on Accreditation of Rehabilitation Facilities) review audits for agencies with CARF Accreditation. It was further noted that legislative efforts to cap the total revenue earned for supportive employment staff were unsuccessful.

Jane Woods added a legislative reminder that this year approximately all 140 seats are up for election and about 120 appear to be challenged, noting this creates an opportunity to approach legislators with areas of interest/concern. Additionally, Ms. Woods provided an update to two companion bills that are still pending, reporting the bills provide an expanded opportunity for employment services with state funding.

## **5. Staff and Agency Updates**

*Agency Update:* Barbara Wadley-Young provided updates to recent hiring:

- Linda Mount was hired as Director of Analytics and Evaluation, effective January 22
- Sebastian Tezna is the new Business Operations Director
- Dr. Treca Stark has filled the new position of Training Manager

It was also reported that Elizabeth McCartney, CSB Legislative Liaison, will be attending future Developmental Disabilities Committee meetings to provide ongoing updates to legislative matters that may impact DD services.

*Employment & Day:* Evan Jones, provided updates to recent Employment & Day services, including:

- Employment & Day services are being provided to all individuals, including the June 2018 Graduates, who have requested them. Additionally, Mr. Jones noted that there are currently 1500+ individuals receiving Employment & Day services.
- There is a temporary hold for Self-Directed Services during some reorganization, anticipating a release of some new waivers that will reopen referrals to this service.
- Noting that there are Medicaid Waivers for individuals with exceptional needs, Mr. Jones further noted that due to the arduous application process, a limited number of individuals have been approved. However, partner providers are being strongly encouraged to apply for the Special Needs Medicaid Waiver, asking that the partners report on the challenges, delays, and obstacles encountered. Mr. Jones highlighted that DBHDS (Department of Behavioral Health and Developmental Services) is supportive of overcoming identified obstacles and increasing the number of approvals. *Committee members asked to be kept apprised of any progress related to Exceptional Needs Waivers.*
- It was reported that there are some capacity concerns in Group Supported Employment. One recommended solution, resulting from WIN (Welcoming Inclusion Network) meetings, is to develop smaller groups of three to four individuals. It was further noted that with a healthy economy, it is anticipated that there may be some efforts to increase the number of the six-to-eight groups.
- Recently issued state baseline standards require that 25% of individuals aged 18 – 24 with a waiver, are employed. The CSB has met this threshold with an allowance from

the state to include individuals on the wait list that are 100% locally funded and are employed. It was clarified that this standard meets the national average.

- A legislative proposal to award several million-dollars to DARS (Department of Aging and Rehabilitative Services) to open a Category One facility did not move out of the committees.
- There are two federal bills of interest, the Transformation to Competitive Employment Act and the Raise the Wage Act, both of which propose to eliminate sub-minimum wages and raise the minimum wage.

*Support Coordination:* Victor Mealy, noting a recent focus by DOJ (Department of Justice) on 'building a quality and accountable case management system', provided an update to Support Coordination Services, including:

- An independent reviewer-case management review is scheduled for the first week of March, followed by staff interviews of Support Coordinators, Supervisors, Authorized Representatives, and Day & Work Program staff in the second week of March. This CSB was not included in the selection.
- A REACH Crisis Response Review has been concurrently scheduled. The CSBs have not yet been selected for this review.
- A recent data review indicated that targets in most critical areas are being met or exceeded.
- Small changes in the overall SIS (Supports Intensity Scale) scores are resulting in large decreases in tier and level scores which impacts reimbursement rates for services to the vendors. This seems to be a more recent trend. Staff has alerted DBHDS for discussion.
- Two Fairfax individuals remain at the Central Virginia Training Center (CVTC) and four remain at the Southeastern Training Center (SETC).

*Residential:* Joe Rajnic, Acting Service Director, provided an update to ACRS (Assisted and Community Residential Services) noting the data includes directly operated and contracted services. Highlights include

- Assisted Living Facilities, 37 individuals served, no vacancies
- Intermediate Care Facilities, 35 individuals served with 2 vacancies
- Residential Group Homes, 179 served with 11 vacancies
- Supervised Residential, 88 individuals served in 48 apartments with 5 vacancies
- Community Based (drop-in services), 445 individuals served with 18 vacancies
- Waiver and non-Waiver
- *Waiver Status (# served):*
  - Group Homes: Waiver (154) 86% Non-Waiver (40) 14%
  - Supervised Residential: Waiver (40) 45% Non- Waiver (49) 55%
  - Drop In: Waiver (40) 38% Non-Waiver (65) 62%
  - **TOTAL:** **Waiver (234) 56%** **Non-Waiver (154) 44%**

*Northern Virginia Regional Projects Office:* Randy Buckland, REACH Regional Crisis Services Project Manager, in the absence of Jean Post provided the Utilization Quarter 2 Report. The Fairfax-Falls Church CSB data was highlighted noting that the data reflects the Fiscal Year. It was also reported that there are two new homes under construction, scheduled to open by the end of March, serving Regions I and II. The REACH Crisis Therapeutic Home (CTH) for youth and REACH Transitional Home for adults both have six beds and are anticipated to be full at the opening of the homes. It was noted that a CTH in Woodbridge has had some recurring problems with bed bugs and property damage in the last quarter that has rendered some beds intermittently unavailable.

*CSB Legislative Activities:* Elizabeth McCartney provided a brief overview of the current legislative process, some highlights of which are:

- County staff identify bills of interest and assign each bill to a ‘subject matter expert’ county agency to identify legislative impact, following which a weekly assessment report is provided to the County Legislative Committee (committee of the whole) recommending a legislative position of opposition, support, or monitoring. The CSB has reviewed approximately 200 bills this legislative session.
- Noting that legislative efforts start in August, initial activities include participation in drafting the Human Service Issues Paper that identifies areas of focus for the County. This is followed by development of talking points on CSB priorities for testimony in January before members of the General Assembly.
- Ms. McCartney offered highlights of plans for collaborative efforts between Board and Associate Members in support of the legislative and budget hearing process.
- It was noted that some time will be provided at the June DD Committee for discussion of legislative priorities and key focus areas for the Human Services Issue Paper and public hearings in FY 2020.
- Jane Woods reported receiving a legislative BUDGET update from the Commonwealth Institute, noting that she will forward the update to Erin Bloom for further forwarding to the DD Committee Outlook groups.

*WIN – Welcoming Inclusion Network Update:* Barbara Wadley-Young offered a brief update to recent activities by the WIN groups. Highlights included:

- A reminder of the December 11, 2018 WIN presentation to the Board of Supervisors (BOS) was offered. Following presentation of the identified WIN recommendations, the BOS authorized implementation, for which a workgroup was established.
- Attendance at the next WIN meeting was encouraged, reporting that it is scheduled for Monday, February 25, 2019 at the Government Center, Rooms 9 & 10 from 6:30 p.m. – 8:00 p.m. A reminder was offered that the primary focus will be a panel for Inclusive Hiring. The first of ongoing implementation updates will also be on the agenda.

## **6. Associate Member Presentations**

Sheila Jonas introduced the assigned speakers:

1. *Melwood (Linden Resources)*; Bethany Barr, provided an overview of three programs including Day Support, Group Supported Employment, and Individual Supported Employment.
  - a. *Day Support*; currently serving 43 individuals, ages 22 – 82. The program is based in Crystal City and provides opportunities for community activities, educational learning, continuous skill-building, recreation, and career preparation.
  - b. *Group Supported Employment*; supports 120 individuals at nine sites in VA, approximately 600 individuals in Maryland at numerous sites, and there are four sited in DC. Typical positions offered are mailroom, custodial, and landscaping.
  - c. *Individual Supported Employment*; assists with competitive employment in the community with job coaches. Services include initial situational assessments, assistance with the job search process including job search, resume, application, interview, and initial with follow along support.
  - d. Additionally, there is a pilot program offering preparation for an IT Certification exam, for which approximately 60 individuals have expressed an interest.
2. *Lutheran Family Services (LFS)*; Andrew Miller, Regional Manager for the Northern Virginia office, provided a brief history of LFS., noting the primary focus for this office is Sponsored Residential clarified to be provision of a room in a home for individuals with a Community Living Waiver. Some training is provided as well as assistance with documentation.
3. *Work Opportunities Unlimited (WOU)*; Salsawit Mane and Fiorella Vito confirmed the primary service provided is Supported Employment. Distributing copies of presentation slides some background of the agency was provided, noting WOU has been working in Virginia for two years. It was emphasized that client choice is a primary focus of the agency.

There being no further business to come before the Committee, the meeting was adjourned at 7:06 p.m.

**Actions Taken –**

- The December 5, 2018 DD Committee meeting minutes were approved as presented.
- The legislative budget update from the Commonwealth Institute will be forwarded to the DD Committee Outlook Distribution List.

April 3, 2019

Date Approved



Clerk to the Board

# CSB Fiscal Oversight Committee Meeting Minutes

**Date:** March 15, 2019

**Attending:** Chair, Captain Basilio 'Sonny' Cachuela, Jr.; Jennifer Adeli; Gary Ambrose; Ken Garnes; Suzette Kern; Bettina Lawton; and Edward Rose

**Absent:**

**Staff:** Mike Goodrich; Lyn Tomlinson; Daryl Washington; Jessica Burris; and Marta Cruz

## **Summary of Information Shared/Decisions:**

Captain Basilio 'Sonny' Cachuela Jr. called the meeting to order at 9:00 a.m.

### Review of meeting minutes

The February 15, 2019 meeting minutes were presented for review. Suzette Kern made a motion to approve the minutes as presented, which was seconded and approved.

### Financial Status

Jessica Burris provided the financial status overview, including the following:

#### Pay Period Metrics:

- Noting no significant changes, the accumulated Compensation and Fringe Benefits savings remained steady at approximately \$4.3M.

#### Modified Fund Statement:

- A reminder was offered that the next budget update would be provided at the April meeting.
- Report of a change in revenue of approximately \$2.5M. It was clarified that this amount includes back-billing revenue of roughly \$2.1M of the approximately \$5.3M in total billing.
- No significant changes in expenses for the period.

### Administrative Operations Report

Mike Goodrich and Lyn Tomlinson provided an update to the Capital Improvement Program (CIP) submission. It was reported that in coordination with all Health & Human Services programs, CSB Executive Staff presented the CSB CIP to the Planning Commission earlier in March, further reporting that no objections to the plan were offered.

Mr. Goodrich distributed a handout that on one-side illustrated the revenue errors related to items not yet billed, and on the other, illustrated the revenue management process.

- Jessica Burris provided clarification to the various submission errors that have delayed the billing of some provided services and the current investigative and corrective processes.
  - It was noted that the Case Management Youth Mental Health (CMYOUTH MH) and the Jail Diversion (JAILDIVRSN) have been corrected and billing is ongoing. Current efforts focus on identification of and corrections to Case Management Adult Mental Health (CMADULT MH).
  - It was reported that MCOs (Managed Care Organizations) have different allowances for back-billing, estimated at 6 to 12 months, following which, it was confirmed that initial corrective efforts will focus on the MCO's that have a shorter correction range.
  - Updated billing/submission error reports will be provided at the monthly Fiscal Committee meetings. It was confirmed that staff will ensure that Deputy County Executive Tisha Deeghan and the Department of Management and Budget (DMB) are kept abreast of developments in a timely manner.

# CSB Fiscal Oversight Committee Meeting Minutes

- The Revenue Cycle Management Process Map clarified the stages and responsible departments involved in processing a service from the initial clinical step through the billing and payment processes. Mr. Washington clarified that the single yellow dot on the map illustrates the single point at which AdvantEdge will impact the billing process.
  - Staff will revise the map with a darker font and forward a copy to Fiscal Oversight Committee members.
- Committee members further requested that staff and Board members collaborate on a unified message for discussions with their appointed officials.
- Mike Goodrich confirmed that the advertised tax rate was published, unchanged from FY 2019, at \$1.15 per \$100.

## Human Resources (HR) Update

Marta Cruz reported 113 Vacant General Merit Positions. An overview of the Vacancies in Critical Areas report was provided. Ms. Cruz clarified that while some of the vacancy numbers may remain the same, or are very similar, this usually reflects hiring for the same classification, but for different positions that have become vacant. Further highlights included:

- 11 offers have been made to fill a majority of the 16 Behavioral Specialist II (BHS II) vacancies.
- Four of the six BHS II vacancies on the Adult Detention Center (ADC)/Jail Diversion staff have been sent offers.
- A reminder was offered that the hiring requirements for the Compliance Coordinator (S-29) position were revised to allow for required certification to be obtained after hiring.
- A full-time recruiter, Donna Chittum, started March 4<sup>th</sup>. Ms. Chittum, unable to attend this meeting as she is completing her required county training, will be invited to attend an upcoming Board meeting. Further, Ms. Chittum is scheduled to visit the CSB sites for a better understanding of what is needed for each site and program.

Mr. Washington provided a response to a question presented at the February meeting about the projected \$1.6M shortfall related to some vacant, revenue generating positions. Mr. Washington reported that the positions, excluding those in Emergency Services or Jail Diversion, would generate an estimated \$1.8M in annual revenue.

## Clinical Operations Report

Lyn Tomlinson provided updates to Diversion First and Time to Treatment, highlights include:

- Diversion First:
  - Hiring updates:
    - There are two vacant jail-based positions,
    - The jail-diversion staff positions have been filled,
    - Two Crisis Intervention Specialists have been hired in Emergency Services, leaving three vacancies.
  - The Crisis Response Team (CRT) is anticipated to begin working 3-days each week. Preliminary outcomes will be collected and reviewed.
- There was an interview with Sheriff Kincaid, an inmate, and a Peer Support Specialist on the STAR (Striving to Achieve Recovery) program for NBC4. The interview can be viewed by googling NBC4 Star Program or by visiting the Sheriff's Office Twitter page.

# CSB Fiscal Oversight Committee Meeting Minutes

- Ms. Tomlinson reported a recent biannual meeting attended by various county staff including judges, court clerks, and staff from the CSB, Sheriff's Office, Police Department, Public Defenders Office, and the County Attorney's Office, at which the CSB was praised for their recent efforts.
- Time to Treatment
  - Adult Time to Treatment:
    - Highlighting a decrease in wait time, it was clarified the system is not able to include the backlog data at this time. However, it was confirmed that individuals are moving to treatment.
    - Noting a large backlog in IOP (Intensive Outpatient Program), it was noted that the individuals are receiving Office Based Opioid Treatment (OBOT) service.
    - It was reported that there is currently no wait time at Reston/NW Center. It was further noted that the next report is anticipated to reflect no wait-time at Chantilly, assuming no staff vacancies occur in the interim.
  - Youth Time to Treatment:
    - Noting improvement in wait times, it was emphasized that this is typically a very busy time in youth outpatient services making this a key improvement.
    - It was noted that Chantilly reflected a slight increase due to a staff vacancy.
  - Noting an error in the data provided, the revised report will be revised and sent out to the Committee members.
  - Ms. Tomlinson asked Committee members to please reach out with any requests or comments related to the information currently being provided at the Fiscal Oversight meeting including decreasing or increasing the information provided.

Jennifer Adeli, noting a recently released statement from Gov. Northam reporting Walk-In Mental Health Assessments/Same Day Access recently made available across Virginia, asked for clarification. A reminder was offered that this CSB has been providing the service for two-years, further noting that the service is an underfunded mandate. It was also noted that following assessment, individuals will need services, an increase in services delivery that will also require an increase in funding. A robust discussion followed.

Related to the previous discussion, it was suggested that a quarterly topical update be developed for Board members, in support of periodic communication with their assigned legislators.

## Open Discussion

- Ms. Kern offered a reminder of budget testimony to be provided April 11, 2019. The committee opened a discussion to identify preferred topics. Several of which were 1) an overview/thank you, 2) projected Medicaid Shortfall, 3) STEP-VA funding, including consideration of an anticipated budget shortfall in 2021, 5) fiscal impact of the MCO denials, authorizations and reauthorizations, 6) Diversion First, 7) Opioids, and 8) Employment & Day Services. Volunteer members will be confirmed at the March CSB Board meeting, following which testimony will be prepared in collaboration with the volunteer speakers.
- Ms. Kern offered a further reminder of previous CSB Board feedback provided to the Human Services Council noting some recent changes to the process for providing testimony. Elizabeth McCartney was asked to reach out to LaKeisha Kennedy-Flores for direction on the new process. Ms. Kern offered a reminder that the information should be forwarded to Bettina Lawton for further action at the March CSB Board meeting.

# CSB Fiscal Oversight Committee Meeting Minutes

Noting no further discussion was forthcoming, the meeting was adjourned at 10:19 a.m.

## Action Items/Responsible Party Required Prior to Next Meeting:

*Staff will revise the Revenue Cycle Management Process Map with a darker font and forward a copy to Fiscal Oversight Committee members.*

## Issues to Communicate to CSB Board:

*Committee members further requested that staff and Board members collaborate on a unified message for discussions with their appointed officials.*

*A quarterly topical update is to be developed for Board members in support of periodic communication with their assigned legislators*

## Agenda Items for Next Meeting:

Fiscal Oversight Committee meeting

Friday, April 17, 2019, 9:00 am. Pennino Building, 12011 Government Center Parkway, Suite 836A, Fairfax, VA

April 19, 2019

Date Approved



Staff to the Board

CSB Board Officer Nominating Committee

Issue:

The CSB Executive Committee is proposing the appointment of Ken Garnes, Captain Basilio 'Sonny' Cachuela, Jr, and Sheila Coplan Jonas to serve on the Nominating Committee for the FY 2020 CSB officer elections.

Recommended Motion:

I move that the Fairfax-Falls Church Community Services Board approve the Nomination Committee being recommended by the Executive Committee for coordinating the FY 2019 Board officer elections process.

Background:

As outlined in the CSB Bylaws, in April of each year a nominating committee comprised of three Board members is tasked with identifying potential candidates to serve as Board officers in the upcoming fiscal year. The officer positions include the Chair, Vice Chair, and Secretary. Following the deliberation process, at the June meeting, nominees for each office are presented along with requests for any floor nominations and the elections held.

Timing:

Appointment of the Nominating Committee at the April 24, 2019 CSB Board meeting, with elections to take place at the June 26, 2019 Board meeting.

CSB Board member:

Suzette Kern, Chair