

Fairfax-Falls Church Community Services Board
July 24, 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; Chair; Jennifer Adeli; Daria Akers; Basilio ‘Sonny’ Cachuela Jr; Ken Garnes; Rachna Sizemore Heizer; Sheila Coplan Jonas; Suzette Kern; Garrett McGuire; Edward Rose; Evelyn Spain; and Diane Tuininga

The following CSB Board members were absent: Thomas Burger and Nancy Scott

The following CSB staff was present: Daryl Washington, Georgia Bachman, Bill Hanna, Evan Jones, Victor Mealy, Linda Mount, Joe Rajnic, and Lyn Tomlinson

Guests: Gary Ambrose, Adelaide Etse with Quarshie Healthcare, LLC

1. Meeting Called to Order

Bettina Lawton called the meeting to order at 5:00 p.m.

2. Recognition

Bettina Lawton presented Gary Ambrose with a certificate of appreciation for his many accomplishments during his tenure as a Board member and as Chair to the CSB Board including with Diversion First. Mr. Ambrose offered his thanks for the recognition and commended the CSB Board, CSB staff and County Leadership staff for their hard work and dedication to the community.

3. Matters of the Public

Adelaide Etse with Quarshie Healthcare, LLC introduced herself and provided a brief description of the company she represents, noting they are newly licensed as a DD Supportive In-Home Services Agency for Children, Adolescents, and Adults.

4. Amendments to the Meeting Agenda

The meeting agenda was provided for review. Acknowledging no further revisions, Edward Rose made a motion to accept the agenda as presented, that was seconded and approved.

5. Approval of the Minutes

Draft minutes of the June 26, 2019 meeting of the Fairfax-Falls Church Community Services Board were presented for review. Acknowledging no suggestions were forthcoming, Diane Tuininga made a motion for approval, which was seconded and passed.

6. Staff Presentation

Joe Rajnic, Service Director, Assisted Community Residential Services (ACRS) presented an overview of ACRS, illustrated with a PowerPoint presentation. Providing an overview of each slide, further information was offered, to include:

- Services may be Directly Operated or Contracted, further noting that some services are provided by non-contracted services providers, clarified as providers in Virginia who provide DD support services but are not specifically contracted with CSBs. Services provided are primarily waiver services but may also be private pay.
- *Directly Operated:* Individuals identified as High Risk have more than one of the listed conditions that includes apnea, moderate to high falls risk, aspiration, diagnosis of dysphasia, epilepsy/seizure disorder, pressure sores, and behavioral health management.
- *Directly Operated:* Confirming that 51% of individuals are age 50 or older, Mr. Rajnic further confirmed that of the remaining 49% the youngest individual is 29, with three in their 30's and the rest in their 40's.
- *Directly Operated:* The overview of the Health Service Profile confirms the need for a robust and specially trained nursing core.
- *Directly Operated:* Addressing the unique needs of the older adults in the population served, aging in place is a primary goal reporting that services include regular evaluations for acuity to identify new or additional services that may be needed, including increased and specialized nursing care. It was emphasized that significant efforts are made to limit disruptions to residency as deemed safe and appropriate to the level of services needed.
- *Contracted:* Community Based Respite services were clarified to be short-term residential care. Referrals to respite care typically come from Support Coordinators.

Members and staff participated in engaged discussion with multiple questions and requests for additional information.

7. Director's Report

Daryl Washington provided several agency updates, some highlights of which are listed below:

- Credible – Offering a reminder of the recent and significant challenges experienced with Credible over several weeks, normal operations have resumed. Efforts implemented by Credible to avoid similar failures in the future include repair of the Loudoun data center, enhancement of the Chicago Illinois data center and backup capacity, and construction of a third data center with backup capacity. CSB efforts to avoid future lengthy service interruptions include development of internal backup protocols in collaboration with the Department of Information Technology (DIT).
- HMA (Health Management Associates) – a reminder was offered of the ongoing assessment of CSB business protocols, revenue cycle, utilization management, and quality assurance. Completion of the review remains on target for the end of July. It is anticipated that the report will be presented to Executive staff in early August, followed by an update at the August 2019 CSB Board meeting.
- STEP-VA (System Transformation Excellence and Performance in Virginia) – An update to state funding received for STEP-VA includes:

- Same Day Access – hiring of two new full-time staff positions; one in adult assessment and two in adult outpatient to continue to decrease the wait times for treatment.
- Primary Health Care Screening – hiring of five new full-time nurses to address primary health care and metabolic screening.
- SPQM (Service Process Quality Management) – is related to MTM (Management Training and Measurement), the consulting group that provided the assessment for Same Day Access. SPQM is a data collection and assessment tool. Reporting attendance at the first of 12 consulting sessions, Mr. Washington confirmed that having viewed the tool, there is great anticipation in the value of the outcome information developed.
- CSPC (Community Services Performance Contract) – acknowledging that approval for renewal of the CSPC is an agenda action item for later in the meeting, Mr. Washington noted that review of the contract by CSB Board Chair Bettina Lawton revealed some required reporting data that was not previously provided to the Board. Noting that some preparation and development is needed, the new data will be provided to the Board on a quarterly basis beginning in September 2019.
- Mr. Washington reported a breaking news story of which he had just become aware. The story involves the award of a county contract to a new vendor that may result in the loss of jobs by individuals with developmental disabilities who worked for the previous vendor.

6. Matters of the Board.

Diane Tuininga offered a reminder of the 2019 Wellness and Recovery Conference: *Be Your Best Self, Putting the Pieces Together* scheduled on Friday, October 18, 2019 at the Government Center from 8:30 a.m. to 2:30 p.m.

7. Committee Reports

A. *Behavioral Health Oversight Committee (BHOC)*

Diane Tuininga, provided highlights of the June 10th meeting, some of which include:

- The Associate Member presentation was offered by three staff members of RPSV (Recovery Program Services of Virginia).
- There was discussion of the joint BHOC and DD meeting that included a recommendation to develop maps for illustration of CSB and partner locations across the county and a second recommendation for submission of a ‘Challenge Question’ at each meeting to prompt group discussion of challenges and recommended solutions.
- The August 2019 Meeting of the Committee was canceled.

The next BHOC meeting is Wednesday, September 11, 5:00 p.m. at the Merrifield Center, Level 1-Room 408/509, East.

B. *Compliance Committee*

Bettina Lawton, noting the meeting was July 17th, reported an update had been provided for the implementation of ComplyTrack, software purchased to track

incidents at the CSB. The project plan that includes the anticipated 'go live' date will be provided at the August meeting.

The next meeting is Wednesday, August 21, at 4:00 p.m. at the Merrifield Center, Level 1 - Room 308 A/B, West.

C. *Developmental Disabilities (DD) Committee*

Sheila Jonas, noting there was no July meeting, offered a reminder that the next meeting is August 7th, emphasizing a possible change to the start date from 5:30 p.m. to 5:00 p.m.

The next meeting is Wednesday, August 7 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.

B. *Fiscal Oversight Committee*

Jennifer Adeli provided the update report for the July meeting, highlighting the following:

- There is a variance from the budget attributed to Medicaid Expansion, noting the approved FY2020 budget is reflected in the financial documents provided, beginning this month.
- The Revenue Management report included a write-off of approximately \$2M for services too old to be collected.
- There are a reported 93 vacant General merit positions, noting the success of CSB Human Resources and the Recruitment team.
- Time to Treatment charts illustrate decreased wait times for adult and youth.
 - There is some concern that the gap between assessment and attendance at first appointment is widening. A report on this widening gap will be provided at the August Fiscal Oversight Committee meeting.

The next meeting is Friday, August 16 at 9:30 a.m. at the Pennino Building, Room 836A.

D. *Other Reports*

Ken Garnes provided an update to the Ad Hoc CSB Board Retreat Planning Committee meeting, noting that the primary focus of the agenda will be the development of a CSB Board Strategic Plan.

Bettina Lawton noted that a CSB Board policy for Board member training will be submitted for approval later in the meeting, advising members that the completion date for annual training is September 30th. Members were strongly encouraged to complete the annual training as soon as possible, noting that the Clerk will forward training log-in information once revised by the Professional Development Team, anticipated to be completed by early next week.

8. Information Item

A. *CSB Board Policies Review*

Noting this is the second set of CSB Board policies submitted for review, Sheila Jonas directed members to review the policies at the links provided, offering a

reminder that revision recommendations are to be submitted to the CSB Clerk to the Board no later than Friday August 16th.

9. Action Item

A. *Approval Behavioral Health Oversight Committee Members*

Diane Tuininga, noting the roster of Associate Members was provided for consideration at the June CSB Board meeting, offered a motion to approve the list of FY 2020 Behavioral Health Oversight Committee Associate Members, which was seconded and approved.

B. *Development Disabilities Committee Associate Member Approval*

Sheila Jonas also provided to the full board at the June CDB Board meeting, following which a motion was offered requesting approval for the list of FY 2020 Developmental Disabilities Associate Members, which was seconded and approved

C. *Approval CSB Board Policies*

Ms. Jonas moved that the three proposed CSB updated Policies, #0005 - Definitions, ##1105 – Orientation and Training of CSB Board Members, and #2205 - Planning, be approved as presented. The motion was seconded and passed.

D. *Approval FY2020 Community Services Performance Contract Renewal*

Following an overview provided by Linda Mount reporting the revisions to the FY2020 portion of the FY 2019-2020 State Performance Contract, Edward Rose offered a motion to approve the FY 2020 renewal as presented, which was seconded and carried.

E. *Approval FY2020 Human Services Issue Paper*

CSB staff Elizabeth McCartney offered a brief overview of the revision and submission process of the Human Services Issue Paper, noting the recommended revisions are submitted to the County Legislative Office for further review and possible inclusion. Highlights of the recommended revisions were offered, with an opportunity for members to request additional information. Confirming that no additional information was needed, Ken Garnes moved to approve the recommended edits to the CSB related sections of the Human Services Issue Paper as submitted, which was seconded and passed.

CLOSED SESSION

At 6:08 p.m. a motion was offered, seconded and passed to meet in closed session for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel on a reimbursement matter, as permitted by Virginia Code Section 2.2-3711(A)(8).

At 6:24 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.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 6:26 p.m.

Actions Taken--

- ◆ The June 26, 2019 CSB Board Meeting minutes were approved as presented.
- ◆ FY2020 Associate members to the Behavioral Health Oversight and Developmental Disabilities Committees were approved as submitted.
- ◆ Revised CSB Board Policies #0005 and #2205 were approved as presented
- ◆ Revised CSB Board Policy #1105 was approved as revised.
- ◆ Renewal of the FY2020 Community Services Performance Contract was approved.
- ◆ Submission of the FY2020 Human Services Issue Paper with CSB edits to the Fairfax County Legislative Office was approved.

August 28, 2019

Date



Staff to Board