

Fairfax-Falls Church Community Services Board
Joint Compliance and Executive Committees Meeting
January 15, 2020

The Executive 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, Chair; Ken Garnes; Sheila Coplan Jonas; and Diane Tuininga

The following Committee members were absent: Jennifer Adeli and Nancy Scott;

The following staff was present: Daryl Washington, Lyn Tomlinson, and Cindy Tianti

1. Meeting Called to Order

The meeting was called to order at 4:02 p.m.

2. Approval of the Minutes

The December 11, 2019 Compliance Committee and Executive Committee minutes were distributed for review. Approval was tabled until the February 2020 meeting.

3. Adoption of the Executive Committee Meeting Agenda

The January 15, 2020 Joint Compliance Committee and Executive Committee meetings agenda was presented for review, prompting discussion of tentative proposal to continue holding the meetings jointly. Recognizing the challenge in meeting the diverse needs of both committees if conducting business concurrently, it was decided that the Committees would continue to meet independently.

Following discussion, the agenda was accepted as presented.

4. Compliance Committee

Daryl Washington and Lyn Tomlinson provided the Compliance updates including:

- *ComplyTrack*; noting no copies of the reports were available, Ms. Tomlinson noted that the reports remained largely unchanged from the prior month. Exceptions included:
 - Audit Report that reflected new services
 - CAP (Corrective Action Plan) has two programs reflecting the results of a licensing audit, and
 - Education, which was primarily the same.
- *Credible*; The Credible CEO declined a proposed meeting for January 21, 2020, offering an alternative date at the end of February. All 25 Virginia CSBs have agreed to the February date.
 - Additionally, DPMM (Department of Purchasing and Material Management) responded in writing to Credible and are awaiting a response. And, Jerome Newsome has a meeting with DIT (Department of Information Technology) leadership to develop dedicated servers as a response to anticipated Credible outages.

- *Serious Incident (Level III) Report*; Ms. Tomlinson provided the report for December 2019.

Committee members requested a revised one-page organizational chart. Mr. Washington, acknowledging some ongoing revisions, asked for a postponement until revisions were completed, which was accepted.

5. Director's Report

Daryl Washington highlighted some recent activities to include:

- Recent housing concerns have been satisfactorily concluded. Extraordinary efforts by residential staff in processing required documentation and extensive communication with residents is credited as the primary reason for the smooth transition of all residents but one, who declined continued housing. Corrective efforts with the previous housing provider are ongoing.
- The Department of Justice (DOJ) settlement hearing was attended by CSB Asst. Deputy Director Barbara Wadley-Young. The judge reviewed each of the many DOJ settlement requirements with both federal and state representatives, written guidance from the judge is pending.
- A reminder that the VACSB (Virginia Association of Community Services Boards) Legislative Conference is January 21 and 22, noting anticipation for an opportunity to meet with the new DBHDS Commissioner, Alison Land.
- Final interviews with the Deputy Director candidates are tomorrow, January 16. It is anticipated that a final candidate will be identified, and the Human Resources paperwork submitted to begin the hiring process. Regular updates will be provided as information becomes available.
- The Partner Feedback form has been finalized for initial use; copies will be distributed at the CSB Board meeting the next week. The form will be used at upcoming partner meetings with further discussion of additional refinement to follow.
- A minor increase in the acceptance of individuals with a TDO (Temporary Detention Order) at private psychiatric hospitals was reported.
- The General Assembly Legislative Session has begun. CSB staff is actively tracking and monitoring legislation that may impact the CSB, including review of the County and the VACSB legislative positions. Of primary concern are:
 - A request to expand the current TDO (Temporary Detention Order) procedure includes authorizing other entities to process TDOs in addition to the CSBs, currently the single authorized entity in Virginia. Mr. Washington will provide regular updates including if he will be meeting with members of the legislature to clarify the depth and wide-ranging impact of these proposed changes.
 - Bills related to marijuana include both decriminalization (small amounts considered for personal use only will not be prosecuted) and the legalization of marijuana.

6. CSB Board Agenda

The January 22, 2020 CSB Board Meeting agenda was presented for review. Revision recommendations included removal of the three sub-items with the Director's Report, following which the agenda was accepted as revised.

7. Matters of the Executive Committee

A. *Other Matters:*

Policy Reviews included discussion by all member present, the results of which include:

- CSB Board Policy #0030, Priority Access to CSB Services; some clarification to the order of priority access, revision of the phrase ‘emotional disturbance’ to ‘emotional disability’.
- CSB Board Policy #1102, Ethical and Professional Behavior; It was determined that the policy should be revised to remove references to staff and others and should only pertain to the Board.
- CSB Board Policy #1103, Conflict of Interest; revise to clarify ‘conflict’ related to ‘funding’, ‘contracted’ or ‘partner’ status for final discussion at the February meeting.
- Proposed CSB Board Policy, Continuity of Operations Plan (COOP); it was determined that as all operations are covered by the existing CSB and County COOP plans, that this policy was not needed. Members advised that staff ensure the current COOP was up to date.

It was clarified that the policies still to be reviewed will be resubmitted to the Executive Committee for approval of revisions and, if approved, submitted to the full Board as an Information item in February.

Members engaged in robust discussion of the possible advantages and disadvantages of merging the Developmental Disabilities and Behavioral Health Oversight Committees. Recognizing the impact of this proposal, it was decided that the Associate Members would be consulted before any action is recommended.

8. CSB Board Annual Planning Calendar

The CSB Board Annual Planning Calendar was presented for review. As no recommendations were offered, the calendar was accepted as presented.

Bettina Lawton inquired whether there any matters that required discussion in closed session. As no one raised any matters or need for a closed session and there being no further business to come before the Committee, the meeting was adjourned at 5:30 p.m.

Actions Taken –

- The December 11, 2019 Executive Committee meeting minutes and the December 11, 2019 Compliance Committee meeting minutes were tabled until the February 2020 meetings.
- No revisions to the January 15, 2020 Executive Committee agenda were offered.
- The January 22, 2020 CSB Board agenda was accepted as revised.
- No revisions to the Annual Planning calendar were offered.

February 19, 2020

Date Approved



Clerk to the CSB Board