

Fairfax-Falls Church Community Services Board
Executive Committee
April 21, 2021

The Executive Committee of the Fairfax-Falls Church Community Services Board met electronically due to the COVID-19 pandemic that has made it unsafe to physically assemble a quorum in one location or to have the public present. Access was made available via video and web conferencing platform to CSB Board members, CSB staff, and members of the public. The meeting notice, including participation instructions, was posted electronically and on the building in which the meeting is typically held. Additionally, attendees were offered an opportunity to register for public comment during the 30 minutes prior to the meeting being called to order.

The following Committee members were present Bettina Lawton (Vienna), Chair; Jennifer Adeli (Great Falls); Sheila Coplan Jonas (Alexandria); and Garrett McGuire (Alexandria)

The following Committee members were absent:

The following staff was present: Daryl Washington, Daniel Herr, and Lyn Tomlinson

1. Meeting Called to Order

The meeting was called to order at 4:32 p.m.

2. Roll Call and Audibility

Ms. Lawton conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members was present and audible. Ms. Lawton passed the virtual gavel to CSB Board Vice Chair Garrett McGuire to make several motions required to begin the meeting.

A motion was offered confirming that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Garrett McGuire and passed unanimously.

3. Preliminary Motions

CSB Board Chair Bettina Lawton made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the CSB Board to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this CSB Board and the physical presence of the public, cannot be implemented safely or practically.

A further motion was made that this Board may conduct this meeting electronically through a dedicated online video and web conferencing platform, and that the public may access this meeting via Meeting ID: 933 7290 7222 and Passcode 030057. Motions were seconded by Sheila Jonas and unanimously approved.

Ms. Lawton made a final motion that that all the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of the CSB Board's lawful purposes, duties, and responsibilities. The motion was seconded Garrett McGuire and unanimously passed.

4. Matters of the Public.

None were offered.

5. Adoption of the Executive Committee Agenda

The April 21, 2021 Executive Committee meeting agenda was presented for review, following which, the agenda was accepted as presented.

6. Approval of the Minutes

The March 17, 2021 Executive Committee minutes were distributed for review. Following which, Garrett McGuire made a motion for approval of the minutes as presented, which was seconded and approved with one abstention from Garrett McGuire.

7. Director's Report

Daryl Washington provided an overview of recent agency activities:

An update to COVID related activities in Virginia included:

- Telephonic behavioral health service delivery was extended to July 20, 2021. Telehealth (video) service delivery was approved by the General Assembly as a permanent change.
- The CSB is partnering with the Health Department and some smaller neighborhood clinics to form locally accessed COVID vaccination sites for individuals receiving CSB services to address transportation concerns.
- Board members were advised to watch for two news articles addressing clinical staff shortages across the state that will be forwarded to them following the meeting.
- Crisis Stabilization is setting up the facility to resume operations. The next step is licensure from DBHDS (Department of Behavioral Health and Developmental Services). Resumption of services at the 16-bed facility is anticipated to begin by the end of April. A reminder was offered that this move will provide the opportunity for crisis stabilization services and primary substance use treatment services to expand to 20 beds by May 10th.
- A memo from the DBHDS Commissioner was sent to the regional program offices across the state detailing a reduction of approximately 30% to the administrative fee that is charged for office operations. Considerations for managing this reduction include a reduction in CSB regional office staff or identifying additional resources and funding. All CSBs in Region 2 will be involved in the decision to resolve this concern. The CSB was awarded funding to establish an ICRT (Intensive Community Residential Treatment) step-down home in partnership with Gateway Homes. More information will be forthcoming as it becomes available.
- A brief update to STEP-VA activities was provided, the highlights of which included:
 - *Outpatient Services*: Funding of approximately \$450K for expansion that is anticipated to provide four FTE positions.
 - *Peer Services*: Funding to strengthen services that is expected to provide one FTE at the Regional Office and 2.5/3.0 FTE at the CSB
 - *Veteran's and Family Member Services*: Funding for one FTE at the CSB and one FTE at the Regional Office is anticipated.

- *Regional Call Center Platform*: The state has released an RFP (Request for Proposal) to establish a crisis call center IT (Internet Technologies) platform. Each region will be awarded funding for staffing to the Call Center.
- *Crisis Services*: Funding to expand crisis services that includes expansion of the current contract with National Counseling Group.
- Offering a reminder of the plan to transform some services as of July 1, 2021, it was confirmed that the programs include IOP (Intensive Outpatient), APH (Adult Partial Hospitalization) and the ACT (Assertive Community Treatment) Team that will be split into two smaller teams as allowed through regulation and billing. Mr. Washington confirmed that program and budget implementation would be intentional and mindful.
- It is anticipated that the current state hospital bed crisis will continue until a sufficiently high proportion of individuals are immune to/vaccinated for COVID.

8. CSB Board Agenda

The March 28, 2021 CSB Board Meeting agenda was presented for review. Noting one revision to correctly list the Co-Chairs for the Service Delivery Oversight Committee report, the agenda was accepted as revised.

9. Matters of the Executive Committee

A. *Service Delivery Oversight (SDOC) Committee*:

Sheila Jonas reported a large number (47) of attendees at the inaugural SDOC virtual meeting noting there was a great deal of participation from all present. Ms. Jonas acknowledged ongoing efforts to ensure success of this new and redesigned committee.

Garrett McGuire provided an overview of a report provided by Denis Brown with ServiceSource regarding a rate setting review for DD Waivers by DBHDS and DMAS (Department of Medical Assistance Services) noting that a survey is forthcoming. Mr. Brown emphasized participation in the survey once published.

Additionally, Lyn Tomlinson and Elizabeth McCartney provided agency and legislative updates.

The next meeting is scheduled for Wednesday, June 9, 2021, 5:00 p.m. and will be wholly electronic as determined by the members in acknowledgement of ongoing COVID-19 concerns.

B. *Compliance Committee*:

Noting the committee had just met, it was noted that Luann Healy would apply some cross-referencing of the Audit report and the CAP (Corrective Action Plan) report to allow audits and follow up to be more easily tracked from either report.

The next meeting of the Compliance Committee is Wednesday, May 19, 2021, 4:00 p.m. The meeting will be wholly electronic as determined by the members in acknowledgement of ongoing COVID-19 concerns.

C. *Fiscal Oversight Committee*:

Jennifer Adeli provided a brief overview of the April meeting noting that the primary topics were time to treatment and vacancy rates. Workforce planning was also discussed at length acknowledging a future goal of reducing the Vacancy Breakeven Point (VBP).

The next meeting of the Fiscal Oversight Committee is Thursday, May 20, 2021 beginning at 4:00 p.m. at the Merrifield Center, Room 3-314, West.

D. *Other Matters:*

Bettina Lawton offered a reminder of the joint Board of Supervisors and CSB Board virtual meeting on May 11, 2021 at 9:30 a.m.

Sheila Jonas reported the proposed officer nominating committee is Bettina Lawton, Daria Akers, and Sheila Jonas. The appointments will be presented to the full Board for approval at the June 23, 2021 CSB Board meeting.

CSB Board Annual Planning Calendar

The updated calendar was not available for review and will be emailed to the Committee for review and recommendation.

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 5:22 p.m.

Actions Taken –

- The March 17, 2021 Executive Committee meeting minutes were approved.
- The April 21, 2021 Executive Committee agenda was accepted as presented.
- The April 28, 2021 CSB Board agenda was approved as presented.

May 19, 2021

Date Approved



Clerk to the Board