

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD  
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES  
AUGUST 18, 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.

**1. Meeting Called to Order**

Board Chair Garrett McGuire called the meeting to order at 4:56 p.m.

**2. Roll Call and Audibility**

**PRESENT:**       **BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR;  
JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN  
COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE  
(CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)  
**ABSENT:**       **BOARD MEMBERS:** NONE

**Also present:** Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, Deputy County Attorney Cynthia Tianti, and Board Clerk Joseline Cadima.

Board Chair Garrett McGuire 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. Board Chair McGuire passed the virtual gavel to Board Vice Chair Dan Sherrange 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 Board Member Bettina Lawton and passed unanimously.

**3. Preliminary Motions**

Board Chair Garrett McGuire 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: 979 4852 0214 and Passcode 797168. Motions were seconded by Board Member Bettina Lawton and unanimously approved.

Board Chair McGuire 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 by Board Member Bettina Lawton and unanimously passed.

**4. Matters of the Public.**

None were presented.

**5. Amendments to the Meeting Agenda**

**MOVED BY BOARD CHAIR GARRETT MCGUIRE, SECONDED BY VICE CHAIR DAN SHERRANGE TO ADD THE FAIRFAX COUNTY STRATEGIC PLAN PRESENTATION TO THE AGENDA.**

**AYES: BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA), ANNE WHIPPLE (GREAT FALLS, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** NONE

**ABSENT: BOARD MEMBERS:** NONE

**MOVED BY BOARD MEMBER BETTINA LAWTON, SECONDED BY VICE CHAIR DAN SHERRANGE TO ADOPT THE AMENDED AGENDA.**

**AYES: BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA), ANNE WHIPPLE (GREAT FALLS, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** NONE

**ABSENT: BOARD MEMBERS:** NONE

**Countywide Strategic Plan Coordinator Aimee Brobst** presented an overview of the Fairfax County Strategic Plan, which began February 2020 and will go to the Board of Supervisors on October 5, 2021 for adoption. Mentioned collaborating with the CSB to obtain helpful input from community providers and partners on gathering information on priorities areas.

**6. Approval of the Minutes**

Meeting minutes of the July 21, 2021, Executive Committee were provided for review and revision.

**MOVED BY VICE CHAIR DAN SHERRANGE, SECONDED BY BOARD MEMBER CAPTAIN DEREK DEGEARE TO APPROVE ITEM NO. 6**

**AYES: BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** ANNE WHIPPLE (GREAT FALLS, VA)\*

**ABSENT: BOARD MEMBERS:** NONE

\*Board Member Anne Whipple abstained from voting due to her absence on the July 21, 2021 Executive Committee meeting.

**7. Director's Report**

**Deputy Director of Clinical Operations Lyn Tomlinson and Deputy Director of Administrative Operations Daniel Herr** provided an overview of recent agency activities such as direction from the Board of Supervisors to explore the idea of mandating COVID-19 vaccines to employee personnel, who are scheduled to return to the office September 7, 2021; funds provided via the American Rescue Act Plan will be used in partnership with Diversion First co-responders, the board meeting will provide greater detail as to how the Department of Behavioral Health and Development Services will use the funds between the CSBs and the State Hospitals systems; INOVA Mount Vernon will add 20 additional psychiatric beds to their facility; a group letter on behalf of the five CSBs and counties that cover our region was sent to Janet Howell of the Senate Finance & Appropriations Committee and Luke Torian of the House Appropriations Committee to request a conversation for the need to open up admissions to state hospitals; Daryl Washington will provide a presentation on the Marcus Alert at the next board meeting; Opioid funds will be funded via several funding streams which staff has been strategizing on how they will be used; in terms of recruitment and retention efforts, expansion of certain class salary bands is being explored in an effort to retain staff.

**8. CSB Board Agenda**

The August 25, 2021, CSB Board Meeting agenda was presented for review, no revisions were made, the agenda was accepted.

**9. Matters of the Executive Committee**

**A. Service Delivery Oversight Committee:**

CSB SDOC Board Chair Anne Whipple, reported conversations with associate members in regards to their return to in person services and how the renewed COVID surge is further affecting their return to normality; associations noted challenges with staffing and

transportation needs which COVID has increased; mentioned that the SDOC associate members would be a great focus group for the County Strategic Plan and that she will work with Lyn Tomlinson and Aimee Brobst to facilitate a meeting between them. **The next meeting of the Service Delivery Oversight Committee is Wednesday, October 13, 2021, at 4:00 p.m.**

**B. Compliance Committee:**

Board Chair McGuire noted the committee received an update from Daniel Herr in regards to Comply Track reports; update received on smooth implementation for the Electronic Health Record.. **The next meeting of the Compliance Committee is Wednesday, September 15, 2021, at 4:00 p.m.**

**C. Fiscal Oversight Committee:**

Board Chair McGuire noted that the August meeting was scheduled for the next day. **The next meeting of the Fiscal Oversight Committee is Thursday, August 19, 2021, at 4:00 p.m., via Zoom Conference.**

**D. Other Matters:**

Board Chair Garrett McGuire noted that the Board Retreat Ad Hoc Committee is tentatively scheduling the Board Retreat to occur early next year; reminded board members that the September Board meeting was moved to the 29<sup>th</sup> in order to accommodate the attendance of members of the Legislative Body.

**10. CSB Board Annual Planning Calendar**

The updated calendar was reviewed, acknowledging no further recommendations were forthcoming, the calendar was accepted as presented.

**CLOSED SESSION**

Board Chair McGuire inquired whether there any matters that required discussion in closed session, none were raised.

**11. Adjournment**

Board Member Bettina Lawton made the motion to adjourn the meeting at 5:54 p.m.

**AYES: BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; JENNIFER ADELI (FALLS CHURCH, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

**NOES: BOARD MEMBERS: NONE**  
**ABSENT: BOARD MEMBERS: NONE**

09/15/2021

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Date Approved

*Josefine Cadima*

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Clerk to the Board