

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD  
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES  
OCTOBER 20, 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 4:57 p.m.

**2. Roll Call, Audibility, and Preliminary Motions**

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

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

**Also present:** Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, 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 Captain Derek DeGeare and passed unanimously.

**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: 854 2752 6043 and Passcode: 680212. Motions were seconded by Board Member Captain Derek DeGeare 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 Captain Derek DeGeare and unanimously passed.

**3. Matters of the Public.**

None were presented.

**4. Amendments to the Meeting Agenda**

The meeting agenda was provided for review, no amendments were made.

**COMMITTEE CONSENSUS TO APPROVE AGENDA ITEM NO. 4**

**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

**5. Approval of the Minutes**

Meeting minutes of the September 15, 2021, Executive Committee were provided for review and revision.

**MOVED BY BOARD MEMBER ANNE WHIPPLE, SECONDED BY BOARD MEMBER DAN SHERRANGE TO APPROVE ITEM NO. 5**

**AYES: BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (GREAT FALLS, VA)

**NOES: BOARD MEMBERS:** NONE

**ABSTAIN: BOARD MEMBERS:** JENNIFER ADELI\*, CAPTAIN DEREK DEGEARE\*

**ABSENT: BOARD MEMBERS:** NONE

\*Board Members Jennifer Adeli and Captain Derek DeGeare abstained from the approval of Minutes, they noted they were absent during the September 15, 2021, meeting.

**6. Director's Report**

**Executive Director Daryl Washington** stated his continued meetings with the Department of Human Resources and Department of Management & Budget in regards to salary reclassification to help with retention and recruitment efforts; the regional CSB's have initiated data gathering for boarding (any individual who is in the emergency room that has to wait for more than 8 hours), during the month of September 2021, Fairfax County had 51 individuals were in custody order; Fairfax County is now testing individuals who are not vaccinated and individuals whose vaccination status is unknown on a weekly basis; due to staff shortages there has been a reduction in the numbers of hours that the Merrifield Center; with the carryover approval from the Board of Supervisors, the funding for additional positions for youth and adult outpatient services has been approved; RFP review for the regional crisis call center is underway, the state has selected the IT platform that will be used for the call center, the awardee name will be provided by the end of this calendar year; case management, case coordination and psycho social rehabilitation services review will occur by state advisory group that will look at how those services should be enhances across the CSB's; an individual residing in Gateway Homes went next door and told a neighbor that someone had been shot in the group home, it was a false alarm and the individual is receiving the help they need, the police department and CSB staff is partnering to come up with solutions in cases such as this.

**Deputy Director of Clinical Operations Lyn Tomlinson** clarified that emergency services continue to operate on a 24/7 basis, the assessment services at Merrifield Center have reduced their operating hours Monday through Friday from 9:00 a.m. - 3:00 p.m.,

**7. Review of the CSB Board October 27, 2021, Agenda**

The October 27, 2021, CSB Board Meeting agenda was presented for review, Chair Garrett McGuire noted the following change: remove Agenda Item No. 7A (2022 CSB Board & Committee Meeting Calendars) from the agenda as that will be presented in the November 17, 2021, meeting.

**8. CSB Board Annual Planning Calendar**

The CSB Annual Planning Calendar was reviewed, no recommendations were offered, the calendar was accepted as presented.

**9. Ad Hoc Strategic Plan Committee Presentation**

Committee Member Dan Sherrange and Deputy Director of Administrative Operations Daniel Herr provided the presentation.

**10. Matters of the Executive Committee**

**A. Service Delivery Oversight Committee:**

SDOC Committee Chair Anne Whipple mentioned the important and unique recruitment efforts that were discussed during the meeting and presented by Barbara Wadley-Young, requested the same presentation be provided to the full board; Elizabeth McCartney provided a review of the general assembly presentation to the associate members. **The next meeting of the Service Delivery Oversight Committee is Wednesday, December 1, 2021, at 5:00 p.m., via Zoom Conference.**

**B. Compliance Committee:**

Compliance Committee Chair McGuire mentioned Joan Rodgers has been appointed to the Director of Quality Improvement position, discussion on licensing barriers discussion; continued on time implementation of the Electronic Health Record; update from Daryl Washington on two risks associated with Developmental Disabilities waivers. **The next meeting of the Compliance Committee is Wednesday, November 10, 2021, at 4:00 p.m., via Zoom Conference.**

**C. Fiscal Oversight Committee:**

Fiscal Oversight Committee Member Dan Sherrange sat in as chair on the September 16, 2021, meeting. **The next meeting of the Fiscal Oversight Committee is Thursday, November 11, 2021, at 4:00 p.m., via Zoom Conference.**

**D. Other Matters:**

None were mentioned.

**CLOSED SESSION**

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

**11. Adjournment**

Board Chair Garrett McGuire made the motion to adjourn the meeting at 5:52 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

**ABSTAIN: BOARD MEMBERS:** NONE

**ABSENT: BOARD MEMBERS:** NONE

11/10/2021

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Date Approved

*Joseline Cadima*

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Clerk to the Board