

**FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD
VIRTUAL MEETING MINUTES
OCTOBER 27, 2021**

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 5:00 p.m.

Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; KAREN ABRAHAM (FAIRFAX, VA); JENNIFER ADELI (LOUDOUN COUNTY, VA); DARIA AKERS (FAIRFAX, VA); ROBERT BARTOLOTTA (FALLS CHURCH CITY, VA); SHEILA COPLAN JONAS (ALEXANDRIA, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); SRILEKHA PALLE (FAIRFAX, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (MARATHON, FL); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY BROWN (FAIRFAX CITY, VA)

ABSENT: **BOARD MEMBERS:** LARYSA KAUTZ; EDWARD ROSE; ANNE WHIPPLE

Also present: Executive Director Daryl Washington, 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 Garrett McGuire passed the virtual gavel to Committee 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 Committee 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 video and web conferencing platform, that may be accessed via Meeting ID: 854 1023 8766 and Passcode: 011058. Motions were seconded by Committee Member Captain Derek DeGeare and unanimously approved. Board Chair Garrett 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 Committee Member Captain Derek DeGeare and unanimously passed.

2. Matters of the Public

None were presented.

3. Amendments to the Meeting Agenda

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

BOARD MEMBER CONSENSUS TO APPROVE AGENDA ITEM NO. 3

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; KAREN ABRAHAM (FAIRFAX, VA); JENNIFER ADELI (LOUDOUN COUNTY, VA); DARIA AKERS (FAIRFAX, VA); ROBERT BARTOLOTTA (FALLS CHURCH CITY, VA); SHEILA COPLAN JONAS (ALEXANDRIA, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); SRILEKHA PALLE (FAIRFAX, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (MARATHON, FL); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY BROWN (FAIRFAX CITY, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: LARYSA KAUTZ; EDWARD ROSE; ANNE WHIPPLE

4. Approval of the Minutes

CSB Board meeting minutes for the September 29, 2021, date was provided for review; Board Member Diana Rodriguez noted the following change to the minutes:

Bottom of page No. 7, instead of "noted February 26, 2021, as the possible retreat date", it should read the following, "noted February 26, 2022, as the possible retreat date".

MOVED BY BOARD MEMBER BETTINA LAWTON, SECONDED BY BOARD MEMBER DARIA AKERS TO APPROVE AGENDA ITEM NO.4 WITH THE NOTED AMENDMENT.

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; KAREN ABRAHAM (FAIRFAX, VA); JENNIFER ADELI (LOUDOUN COUNTY, VA); DARIA AKERS (FAIRFAX, VA); ROBERT BARTOLOTTA (FALLS CHURCH CITY, VA); SHEILA COPLAN JONAS (ALEXANDRIA, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); SRILEKHA PALLE (FAIRFAX, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (MARATHON, FL); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY BROWN (FAIRFAX CITY, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: LARYSA KAUTZ; EDWARD ROSE; ANNE WHIPPLE

5. Director's Report

A. Services Update

Executive Director Daryl Washington stated the commencement of CSB's tracking data for psychiatric boarding in the month of September 2021, individuals who require hospitalization who were not able to get immediate access to a Psychiatric Hospital, he directed board members to review the data included in the agenda packet, directed staff to track the amount of waiting time for adults versus youth; the Merrifield Walk-In Assessment Unit has reduced its operating hours from 9:00 a.m. to 3:00 p.m., this is due to the ongoing problem of staff shortage.

B. COVID-19 Update

Executive Director Daryl Washington reported that all staff is required to be in the office for a minimum of 40% of their work time; vaccination statuses are being tracked, out of the 1116 CSB employees there are 1014 who are vaccinated, 21 partially vaccinated, 50 unvaccinated, and 26 whose vaccine status is unknown; weekly testing has begun for individuals who are unvaccinated, or their vaccine status is unknown.

C. Other Updates

Executive Director Daryl Washington reported that existing staff surveys has pay as its number one issue, continues to push for salary compressions; Health Record Implementation continues to be on track and continues to receive weekly updates; the carry over Budget was approved which will also approve outpatient services positions for STEP-VA.

6. Metrics and Reports Ad Hoc Committee

Board Member Sandi Slappey-Brown provided an overview of the Metrics and Reports Ad Hoc Committee Summary Report and mentioned that's how the Fiscal Oversight Committee will receive its data; thanked Deputy Director of Operations Daniel Herr and staff for all their work.

Deputy Director of Administrative Operations Daniel Herr stated the new reporting will begin in the following dates:

- Monthly Data will begin to be reported during the month of December 2021
- Quarterly Data will begin to be reported in November 2021 except for the State Performance Contract which is waiting for final definitions from Department of Behavioral Health and Developmental Services and data will most likely not be available until March 2022.
- Bi-Annual Data for Waiver and Developmental Disability Data will begin in January 2022

7. Matters of the Board

Board Member Bettina Lawton commented that in the month of September 2021 she participated in the 8-hour class for Mental Health First Aid, which is offered by the CSB, and encourages Board Members to take it.

Board Member Dan Sherrange mentioned that after further discussion with the Executive Team, it has been determined that a consultant will be brought on board to work on the CSB Strategic Plan, invited board members to contact him if they would like to join and be a part of the review process, and stated that there is no need for a formal Ad Hoc Committee for the CSB Strategic Plan; requested to know if staff is working on responses to action items requested by the General Assembly during the September Board meeting.

Board Member Jennifer Adeli mentioned that the Fiscal Oversight Committee Meeting is being moved to November 18, 2021, to accommodate Veteran's Day, which is November 11, 2021.

Board Chair Garrett McGuire mentioned preparation period for the Legislative Hearings that normally occur at the end of December and beginning of January, which is when CSB Board Members provide testimony to the Fairfax Delegations Appropriations & Budget Committee, noted that Legislative and Grants Analyst Elizabeth McCartney will put together the testimony and provide it to Board Members before the hearings; stated the appointment of Jennifer Adeli to the Affordable Housing Advisory Council; commented on the possibility of cancelling the CSB Full Board Meeting in December but stated that all Committees would continue meet in December.

8. Committee Reports

A. **Service Delivery Oversight Committee**

Committee Chair Anne Whipple was absent during the meeting, no report was provided.
The next meeting is Wednesday, December 1, 2021, at 5:00 p.m.

B. **Compliance Committee**

Board Chair Garrett McGuire reported Joan Rodgers is the new Quality & Improvement Director; noted the continued smooth and on-time implementation of the Electronic Health Record; noted Executive Director Daryl Washington reported on two developmental disability risk issues. **The next meeting is Wednesday, November 10, 2021, at 5:00 p.m.**

C. **Fiscal Oversight Committee**

Committee Chair Jennifer Adeli stated that vacancy tracking for the walk-in assessment unit will be a new category added to the HR Update Report. **The next meeting is Thursday, November 18, 2021, at 4:00 p.m.**

D. **Other Reports**

The CSB Board Annual Retreat date is scheduled for February 26, 2022, the Ad Hoc Board Member Retreat Planning Committee will meet to further discuss the agenda details.

9. Closed Session

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

10. Adjournment

Board Member Robert Bartolotta made the motion to adjourn the meeting at 6:09 p.m.

AYES: BOARD MEMBERS: GARRETT MCGUIRE (ALEXANDRIA, VA), BOARD CHAIR; KAREN ABRAHAM (FAIRFAX, VA); JENNIFER ADELI (LOUDOUN COUNTY, VA); DARIA AKERS (FAIRFAX, VA); ROBERT BARTOLOTTA (FALLS CHURCH CITY, VA); SHEILA COPLAN JONAS (ALEXANDRIA, VA); CAPTAIN DEREK DEGEARE (LOUDOUN COUNTY, VA); BETTINA LAWTON (VIENNA, VA); SRILEKHA PALLE (FAIRFAX, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (MARATHON, FL); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY BROWN (FAIRFAX CITY, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: LARYSA KAUTZ; EDWARD ROSE; ANNE WHIPPLE

11/17/2021

Date Approved

Joseline Cadima

Staff to the CSB Board