



**FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD
EXECUTIVE COMMITTEE MEETING**

Dan Sherrange, Chair

Thursday, June 20, 2024, 4:00 PM

Sharon Bulova Center for Community Health
8221 Willow Oaks Corporate Drive, Level 3, Room 3-314 West
Fairfax, VA 22031

MEETING AGENDA

- | | |
|--|------------------|
| 1. Meeting Called to Order | Dan Sherrange |
| 2. Roll Call, Audibility and Preliminary Motions | Dan Sherrange |
| 3. Matters of the Public | Dan Sherrange |
| 4. Amendments to the Meeting Agenda | Dan Sherrange |
| 5. Approval of the May 15, 2024, Meeting Minutes | Dan Sherrange |
| 6. Compliance Committee Update | Joan Rodgers |
| A. Comply Track Report | |
| B. CSB Serious Incident (Level III) Report | |
| 7. Directors Report | Daryl Washington |
| A. County, Regional, State and Cross Agency Initiatives | |
| B. Additional Housing Collaboration with Fairfax Housing Authority | |
| C. Youth Services & Crisis Response Update | |
| 8. Review of the June 26, 2024, CSB Board Meeting Agenda | Dan Sherrange |
| 9. CSB Board Annual Planning Calendar | Dan Sherrange |
| 10. Matters of the Executive Committee | |
| A. Service Delivery Oversight Committee | Evan Jones |
| B. Compliance Committee | Dan Sherrange |
| C. Fiscal Oversight Committee | Andrew Scalise |
| D. Other Matters | |
| 11. Adjournment | |

Meeting materials are posted online at www.fairfaxcounty.com/municipal-services-board/board/archives or may be requested by contacting Sameera Awan at 703-324-7827 or at Sameera.Awan@fairfaxcounty.gov

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
EXECUTIVE COMMITTEE MEETING MINUTES
MAY 15, 2024**

The CSB Executive Committee met in regular session at the Sharon Bulova Center, 8221 Willow Oaks Corporate Drive, Level 3, Room 3-314 West, Fairfax, VA 22031

1. Meeting Called to Order

Committee Chair Dan Sherrange called the meeting to order at 4:04 PM.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: BOARD MEMBERS: COMMITTEE CHAIR DAN SHERRANGE; ANDREW SCALISE; EVAN JONES, CAPTAIN DANIEL WILSON AND BETTINA LAWTON

Also present: Deputy Director of Clinical Operations Barbara Wadley-Young, Deputy Director of Clinical Operations Abbey May, Deputy Director of Administrative Operations Jean Post, Director of Medical Services Dr. Debra O’Beirne, Director of Quality Improvement and Compliance Joan Rodgers and Board Clerk Sameera Awan.

3. Matters of the Public

None were presented.

4. Amendments to the Meeting Agenda

The meeting agenda was presented for review, and no amendments were made by the Consensus of the Committee. The meeting agenda was approved.

5. Approval of the Minutes

April 17, 2024, Executive Committee Meeting Minutes were provided for review; no amendments were made.

MOTION TO ADOPT APRIL 17, 2024, MEETING MINUTES WAS MOVED BY COMMITTEE MEMBER ANDREW SCALISE, SECONDED BY COMMITTEE MEMBER EVAN JONES.

MOTION TO ADOPT WAS APPROVED BY DAN SHERRANGE, ANDREW SCALISE AND EVAN JONES. BETTINA LAWTON AND CAPTAIN DANIEL WILSON ABSTAINED.

6. Compliance Committee Update

Director of Quality Improvement and Compliance Joan Rodgers provided updates on the CSB Board Audit and CAP Reports. Six internal audits were conducted for quality review, covering 48 clinical records across 7 program areas. Specialized program auditing tools ensure high accuracy in compliance charting, aligning with DBHDS (Department of Behavioral Health and

Developmental Services), DMAS (Department of Medical Assistance Services), and other requirements. Assistance is provided to programs in developing Quality Improvement Plans (QIPs), with 16 program-specific plans underway, led by program-level risk managers.

Mandated quarterly reviews, facilitated by risk management committees, drive a cyclical quality improvement process. Upcoming programs for QIP development include various service sectors. HSAG (Health Services Advisory Group) initiated a round 6 quality review for ID and DD services. Licensing updates include mental health training and DD Triennial licenses set to expire in August, with corresponding reviews scheduled.

One late serious incident report was submitted due to a training issue, alongside 18 Level 3 serious incident reports, none of which revealed systemic issues.

7. Director's Report

A) County, Regional, State and Cross Agency Initiatives

Deputy Director of Administrative Operations Jean Post shared that she recently attended the Virginia Association of Community Services Boards Conference during the first week of May. She highlighted three main takeaways from the conference: data reporting, the hospital bed crisis, and recent fiscal updates.

Regarding data reporting, the CSB currently utilizes a complex and outdated data reporting tool called CARS. The state plans to discontinue its use in FY25 and is developing a web-based platform, initially using an Excel worksheet.

Concerning the hospital bed crisis, attention was drawn to pilot projects, particularly in Northern Virginia, which may impact the broader system. Starting July 1st, Central State Hospital and Southern Virginia State Hospital will initiate a pilot project to provide discharge planning, which traditionally falls under the purview of CSBs. Additionally, considerations are being made for restoration services to be conducted in jails rather than state hospitals to address bed capacity issues, particularly with forensic admissions. A legislative success highlighted was the passage of legislation allowing seclusion in crisis-receiving centers, enabling the Community to serve more acute individuals.

The statewide fiscal workgroup regarding fiscal updates has been relaunched, with Chief Financial Officer Elif Ekingen participating. Jean also provided updates on the Fairfax County advertised budget, which includes compensation increases for General County employees, adjustments for CSB partners, and support for new initiatives such as the Healthy Minds Fairfax program. At the state level, there were no significant changes to the budget presented in March.

B) Additional House Collaboration with Fairfax Housing Authority

Deputy Director of Clinical Operations Barbara Wadley-Young provided an update on the Permanent Supportive Housing Initiative. Anticipated state funding will cover three full-time positions required to expand the CSB's permanent supportive housing program in preparation for

accommodating 300 units for individuals with serious mental illness (SMI). Additionally, the CSB plans to reallocate supervisory and frontline staff, including a nursing position, to support program growth.

A notice of award totaling \$1.91 million for client assistance funds in FY24 expenses is expected within the next week, along with Exhibit D for ongoing funding and administrative costs. This funding is associated with the county's collaboration with HCD (Home & Community-Based Services), where \$85 million has been approved to expand services and prepare 300 vouchers for individuals with SMI. Issuance of these certificates is scheduled to begin at a rate of eight per month starting July 1, 2024.

Rest assured; the Permanent Supportive Housing team is fully prepared to manage referrals for 50 slots per Assertive Community Treatment Program (ACT) services in the Northern Virginia region. With Pathway Homes operating in the area, nearly fully staffed and prepared for operation, we are confident in our ability to meet the needs of our community.

C) Developmental Disability Waivers

Deputy Director of Clinical Operations Barbara Wadley-Young provided an update on the DD (Developmental Disabilities) waiver waitlist. The state budget remained unchanged, with no adjustments to the number of slots allocated over the two years or the funding. Slots will continue to be distributed at the beginning of each fiscal year and quarterly as specified.

An information session on DD Waiver Update was held on April 24th, with 76 community members participating. Many families raised questions regarding prioritization within priority one and the rollout of waivers. The session addressed the role of the Waiver Slot Allocation Committee in the process and shared state-provided information on the anticipated procedures.

Following the session, an FAQ section was added to the website, incorporating questions from the public email and support coordinators. Additional sessions are scheduled, including "What to Expect While Waiting for a DD Waiver" on May 20th, hosted by the Arc of Northern Virginia, and "What to Expect When Allocated DD Waiver" on May 30th, presented by the support coordination team.

D) Change Healthcare

Deputy Director of Administrative Operations Jean Post provided updates on Change Healthcare, specifically addressing Agenda Item #7C.1. This pertains to the Fairfax County official statement regarding the Change Healthcare situation following the data breach previously discussed. The statement offers a broad overview of the situation, emphasizing its significance beyond the CSB and its national implications. It states that the extent of personal identifying information access remains uncertain, with a commitment to notify residents if such access

occurred and advises vigilance. Additionally, a temporary disruption in claims submission for one provider has since been resolved.

E) Youth Services and Crisis Response Centers

Deputy Director of Clinical Operations Abbey May provided updates on the Youth Behavioral Health Expansion teams. The focus remains on recruitment, onboarding, and training to expand youth services, with significant progress made in hiring. For the Youth Medicated Assisted Treatment (MAT) program, 66 out of 88 positions have been filled, marking a substantial expansion. Additionally, 12 out of 18 positions for community teams serving youth have been filled, indicating continued progress.

Supervisors are now working onsite at the Herndon and James Lee locations, aligning with the goal of a summer opening for the expanded services. While an exact opening date is pending, a clearer timeline is expected in the coming weeks.

Regarding residential consolidation, plans are underway to consolidate programs, particularly substance-use residential programs. This involves relocating the Cornerstones program to the New Beginnings site and expanding the capacity from a 16-bed facility to a 35-bed facility. The aim is to improve utilization and enhance competitiveness with private providers by introducing a rapid admissions unit and updating assessments to expedite admissions. Consolidating positions and filling vacancies is also anticipated to increase bed capacity, with three facilities currently operating at half capacity.

8. Review of the May 22, 2024, CSB Board Meeting Agenda

Committee Chair Dan Sherrange requested that the Nominating Committee's Report on the Election of CSB Board Officers be added to the agenda under Other Matters. Furthermore, an Action Item for Budget and Concept Approval was requested.

9. CSB Board Annual Planning Calendar

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

10. Matters of the Executive Committee

A. Service Delivery Oversight Committee:

SDOC Committee Chair Evan Jones recounted a presentation by Heather Norton, the assistant commissioner from DBHDS, on the expansion of DD waivers. The rest of the agenda focused on youth-related topics, such as expanding Youth Medicated Assisted Treatment (MAT) and establishing new outreach and engagement teams in the county. He highlighted the benefits and challenges of these expansions. Additionally, there was an update from Healthy Minds Fairfax on their short-term behavioral health services for income-eligible students and families. Lastly, a presentation was given on the Transition to Independence Program (TIP), which supports older youth transitioning into adulthood with

mental health or developmental disabilities. **The next Service Delivery Oversight Committee meeting is Wednesday, June 12, 2024, at 5:00 PM.**

B. Compliance Committee:

Compliance Committee Chair Dan Sherrange noted that Director of Quality Improvement Joan Rodgers presented the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Annual Training Data. **The next meeting of the Compliance Committee will be held on Wednesday, June 20, 2024, in conjunction with the Executive Committee meeting starting at 4:00 PM.**

C. Fiscal Oversight Committee:

Acting Chair of the Fiscal Oversight Committee, Andrew Scalise, provided updates on the committee. He noted no significant concerns regarding the budget versus actuals; everything appears to be progressing as expected. Salary and benefits are on track while operating expenses are projected to be approximately \$10 million under budget, consistent with earlier forecasts for the year. Discussions have been ongoing regarding hiring practices and the challenges associated with employee turnover, including issues with exit surveys and low response rates. The committee is facing questions about whether hiring for specific teams may impact recruitment efforts in other areas. Andrew expressed interest in exploring this topic further during the next fiscal meeting. **The next meeting of the Fiscal Oversight Committee is Thursday, June 20, 2024, at 4:00 p.m.**

11. Adjournment

A motion to adjourn the meeting was made by Committee Member Bettina Lawton and seconded by Committee Member Evan Jones. The motion was approved unanimously, and the meeting was adjourned at 5:35 PM.

Date Approved

Clerk to the Board

Audit Report CSB Board for May 2024

Item Custom ID	Audit Start Date	Entity	Audit Scope	Department	Audit Type	Sample Size	CSB Board Reporting	Audit Action Plan	Additional Information
5666	5/8/2024	Youth & Family (Merrifield)	CSB Internal Review	MH Case Management - Youth	Clinical Records	12	Standard Business Risk	Quality Review	Completed: 6/5/2024
5667	5/8/2024	Youth & Family (Chantilly)	CSB Internal Review	MH Case Management - Youth	Clinical Records	3	Standard Business Risk	Quality Review	Completed: 6/5/2024
5668	5/8/2024	Diversion & Jail Based Services	CSB Internal Review	Jail Diversion	Clinical Records	7	Standard Business Risk	Quality Review	Completed: 6/5/2024
5669	5/8/2024	Intensive Community Treatment Services (Merrifield)	CSB Internal Review	Intensive Case Management (ICM)	Clinical Records	6	Standard Business Risk	Quality Review	Completed: 6/5/2024
5670	5/8/2024	Intensive Community Treatment Services (Reston)	CSB Internal Review	Intensive Case Management (ICM)	Clinical Records	1	Standard Business Risk	Quality Review	Completed: 6/5/2024
5671	5/8/2024	Supportive Community Residential Services (Merrifield)	CSB Internal Review	MH Supervised Living Program (RIC)	Clinical Records	7	Standard Business Risk	Quality Review	Completed: 6/5/2024
5672	5/6/2024	Support Coordination	CSB Internal Review	DD Case Management	Clinical Records	6	Standard Business Risk	Quality Review	Completed: 6/3/2024
5673	5/6/2024	Assisted Community Residential Services	CSB Internal Review	ID Group Homes (ACRS)	Clinical Records	6	Standard Business Risk	Monitoring Review	Completed: 6/3/2024

FY2024	Total Audit Activities	Total Program Areas reviewed in current month	Total Records Reviewed in FY24
	100	6	642

AUDIT LEGEND	
Item Custom ID	Item Custom ID Numbers will be entered on 12/8/2023, a day after the CSB Board Compliance Committee data is required for submission for the Board package
Audit Start Date	Date the audit was initiated
Entity	Location where the audited service was provided
Audit Scope	The agency conducting the audit and the scope of the audit
Department	Service Area
Audit Type	Description of audit, e.g., record review only, onsite audit
Sample Size	Number of charts reviewed
CSB Board Reporting	Level of business risk associated with audit findings
Audit Action Plan	Description of actions taken in response to the audit

CSB Board CAP Report For May 2024

Item Custom Id	Start Date	Entity	Reviewing Agency	Corrective Action (Narrative)	CAP Status	Additional Information
5674	5/16/24	Youth & Family Services	DBHDS	Corrective Action Plan submitted to the DBHDS Office of Licensing (OL).	Under Review	Late Reporting

CAP LEGEND	
Item CustomId	Identification number automatically assigned by Comply Tracker
Audit No.	References the audit number in the Audit Report
Start Date	Date the CSB was notified of the need for a CAP
Entity	Location where the audited service was provided
Reviewing Agency	Agency requesting and reviewing the CAP
CAP	Description of the reason for the CAP
Date CAP	Date the reviewing agency approved the CAP



FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD MEETING

Dan Sherrange, Chair

Wednesday, June 26, 2024, 5:00 PM

Sharon Bulova Center for Community Health

8221 Willow Oaks Corporate Drive, Level 3, Room 3-314 West Fairfax,
VA 22031

MEETING AGENDA

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|---|--|
| 1. Meeting Called to Order | Dan Sherrange |
| 2. Roll Call, Audibility and Preliminary Motions | Dan Sherrange |
| 3. Matters of the Public | Dan Sherrange |
| 4. Amendments to the Meeting Agenda | Dan Sherrange |
| 5. Approval of the May 22, 2024, Meeting Minutes | Dan Sherrange |
| 6. Staff Presentation | Dr. Debra O'Beirne
& Yusuf Enum |
| A. Integrated Healthcare: Medical & Nursing Services | |
| 7. Director's Report | Daryl Washington |
| A. County, Regional, State and Cross Agency Initiatives | |
| B. Youth Services and Crisis Response Centers | |
| C. DD Waivers | |
| D. FY 2025 Budget and Third Quarter Updates | |
| 8. Matters of the Board | Dan Sherrange |
| 9. Committee Reports | |
| A. Service Delivery Oversight Committee | Evan Jones |
| B. Compliance & Executive Committee | Dan Sherrange |
| C. Fiscal Oversight Committee | Andrew Scalise |
| D. Other Reports | |
| 10. Action Items | |
| A. FY 2024 Opioid, Stimulant, and Substance Use Program by the DOJ's Bureau of Justice Assistance | |
| B. FY 24-25 Performance Contract Posting | |
| C. Election of the CSB Board Officers | |
| 11. Closed Session: <i>Discussion of a personnel matter as permitted by Virginia Code Section 2.2-3711(A)(1) and consultation with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, as permitted by Virginia Code Section 2.2-3711(A)(8).</i> | |
| 12. Adjournment | |

Meeting materials are posted online at www.fairfaxcounty.com/municipal/community-services-board/board/archives or may be requested by contacting Sameera Awan at 703-324-7827 or at Sameera.Awan@fairfaxcounty.gov

Fairfax County is committed to a policy of nondiscrimination in all county programs, services and activities and will provide reasonable accommodations upon request. To request special accommodations, call 703-324-7000 or TTY 711. Please allow seven working days in advance of the event to make the necessary arrangements. These services are available at no charge to the individual.

2024 CSB Board and Committee Meetings

Fairfax-Falls Church Community Services Board

	Service Delivery Oversight Committee	Compliance Committee	Executive Committee	Fiscal Oversight Committee	CSB Board
2024 Meetings	2 nd Wednesday 5:00 PM	3 rd Wednesday 4:00 PM	3 rd Wednesday 4:30 PM	3 rd Thursday 4:00 PM	4 th Wednesday 5:00 PM
January	*	*	17	18	24
February	14	*	21	22	28
March	*	*	20	21	27
April	10	17	17	18	*
May	*	*	15	16	22
June	12	*	20	20	26
July	*	*	17	*	24
August	14	21	21	22	*
September	*	*	18	19	25
October	9	*	16	17	23
November	*	*	6**	14**	13**
December	4**	11**	11*	12**	*

***No Meeting**

**** Meeting date changed to accommodate holiday schedule**

Accommodate: Thanksgiving, Christmas Day, and New Year's Day Holidays

Note: All in person Committee and Board meetings are held at the Sharon Bulova Center, Room 3-314, West

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

June 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11 BOS Meeting	12 *Service Delivery Oversight Committee Meeting – 5:00 PM	13	14	15	16
17	18	19 Juneteenth	20 CSB Compliance & Executive Committee Meeting – 4:00 PM CSB Fiscal Oversight Committee Meeting – 5:15 PM	21	22	23
24	25 BOS Meeting *BAC Appts Public Comment	26 CSB Board Meeting – 5:00 PM	27	28	29	30

Board Review, Action, or Information:

- Election of CSB Board Officers (A)
- Approval of FY 2025 Budget in Concept (A)
- Board Carryover Actions (R)

Events of Interest:

- Budget Carryover Due in July
- Board of Supervisors (BOS) Meetings
- VACSB Emergency Services Conference, June 12th & 13th, 2024 (Hilton Short Pump, Richmond)

*SDOC meets on the 2nd Wednesday of every even month

AGENDA ITEM
#9.2

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

July 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 FY 2025 Budget Year Begins	2	3	4 Independence Day	5	6	7
8	9	10	11	12	13	14
15	16	17 CSB Compliance & Executive Committee Meeting – 4:00 PM	18 CSB Fiscal Oversight Committee Meeting – 4:00 PM	19	20	21
22	23	24 CSB Board Meeting – 5:00 PM	25	26	27	28
29	30 BOS Meeting *BAC Appts Public Comment	31				s

Board Review, Action, or Information:

- Community Services Performance Contract Renewal (A)
- CSB Board Review of Human Services Issues Paper (R)
- Match Members with General Assembly Representatives for Outreach (A)
- Schedule Fall Outreach with General Assembly Legislators (A)
- Review of Legislative Talking Points (R)

Events of Interest:

- Fiscal Year 2025 Begins
- Board of Supervisors (BOS) Meetings

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

August 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 **Service Delivery Oversight Committee Meeting – 5:00 PM	15	16	17	18
19	20	21 CSB Compliance Committee Meeting – 4:00 PM CSB Executive Committee Meeting – 4:30 PM	22 CSB Fiscal Oversight Committee Meeting – 4:00 PM	23	24	25
26	27	28	29	30	31	

Board Review, Action, or Information:

- Finalize and Approve End of FY Report to BOS and Cities (A)

Events of Interest:

- Upcoming: VACSB Public Policy Conference, Oct 2-4, 2024 (Hotel Roanoke, Roanoke, VA)

***SDOC meets on the 2nd Wednesday of every even month**

**FAIRFAX- FALLS CHURCH
COMMUNITY SERVICES BOARD**

September 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
2 Labor Day	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18 CSB Compliance & Executive Committee Meeting – 4:00 PM	19 CSB Fiscal Oversight Committee Meeting – 4:00 PM	20	21	22
23	24 BOS Meeting *BAC Appt Public Comment	25 CSB Board Meeting – 5:00 PM	26	27	28	29
30						

Board Review, Action, or Information:

- Approval to submit annual FYE 2025 Report (A)
- Finalization of Legislative talk points (R)
- Board Plans Engagement with Legislators (R)

Events of Interest:

- Board Of Supervisors (BOS) Carryover Approvals
- Upcoming: VACSB Public Policy Conference, Oct 2-4, 2024 (Hotel Roanoke, Roanoke, VA)

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

October 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9 Service Delivery Oversight Committee Meeting – 5:00 PM	10	11	12	13
14	15	16 CSB Compliance & Executive Committee Meeting – 4:00 PM	17 CSB Fiscal Oversight Committee Meeting – 4:00 PM	19	20	21
22	23	24 CSB Board Meeting – 5:00 PM	25	26	27	28
29	30	31				

Board Review, Action, or Information:

- Board Engagement with General Assembly Legislators (R)
- Begin Preparation for January 2025 CSB Testimony – Local General Assembly Hearings (R)
- Submission of Annual FYE Report to Board of Supervisors, Fairfax City and Falls Church City

Events of Interest:

- VACSB Public Policy Conference, Oct 2-4, 2024 (Hotel Roanoke, Roanoke, VA)

**** SDOC meets on the 2nd Wednesday of every even month**