

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES
JANUARY 18, 2023**

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

Committee Chair Garrett McGuire called the meeting to order at 4:00 PM.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** COMMITTEE CHAIR GARRETT MCGUIRE (ALEXANDRIA, VA); JENNIFER ADELI (GREAT FALLS, VA); ANDREW SCALISE (FAIRFAX, VA); ANNE WHIPPLE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA); BETTINA LAWTON (VIENNA, VA)

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Healthcare Systems Director Jennifer Aloï, Director of Quality Improvement Joan Rodgers and Board Clerk Sameera Awan.

Committee 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 were present and audible. Committee Chair McGuire passed the virtual gavel to Committee Member Jennifer Adeli to make several motions required to begin the meeting. A motion was offered to confirm that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Committee Member Andrew Scalise and approved unanimously.

Preliminary Motions

Committee 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: 813 8306 9425 and Passcode: 896504. Motion was seconded by Committee Member Andrew Scalise and approved unanimously.

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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 by Committee Member Andrew Scalise and approved unanimously.

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

The December 14, 2022, Executive Committee minutes were distributed for review. Following this, Committee Member Dan Sherrange made a motion for approval of the minutes as presented, which was seconded by Andrew Scalise and unanimously approved.

6. Compliance Committee Update

Director of Quality Improvement Joan Rodgers provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report.

7. Director's Report

Executive Director Daryl Washington shared that there was a VACSB conference today regarding workforce flexibility. The JLARC released a report after several bills were submitted stating requirements for the CSB Behavioral Health Services, requirements for individual departments, and changes regarding the State Performance Contract. The CSB will submit a draft of the Marcus Alert plan to the State, followed by a dialog session to review the Marcus Alert plan with the Stakeholders. The CSB Executive Director plans to work with County Executives in the Northern Virginia region and apply for grants in this year's fiscal budget. The goal is to maximize the use of the current funds of \$540K and the Opioid Abatement funds and establish a regional treatment center. The first round of interviews for the Public Information Officer position will start the third week of February. Once the top candidate is selected, a Board Member will be part of the second interview panel. There will be a Board of Supervisors Health and Human Services Committee Meeting on February 28, 2023, at 1:30 PM. CSB Executive Director Daryl Washington will be doing a presentation on Youth and Mental Health along with Deputy Directory of Opioid and Substance Use Ellen Volo.

B) Healthcare Record Update

Healthcare Systems Director Jennifer Aloï reported that the CSB has signed off on the architectural scheme for the DIT project. The CSB has started onboarding a project manager to

help manage this project. We can now begin purchasing equipment; we're in contact with Microsoft so they can buy our server and licenses.

8. Review of the CSB Board January 25, 2023, Agenda

Executive Director Daryl Washington requested to have the Crisis Response presentation before the Director's Report and include the Virtual Meetings Board Policy as an information item on the agenda.

9. CSB Board Annual Planning Calendar

The CSB Annual Planning Calendar was reviewed, it was recommended to include Crossover Day for the General Assembly for February 2023.

10. Matters of the Executive Committee

A. Service Delivery Oversight Committee:

SDOC Committee Chair Anne Whipple did not have a report as they have yet to meet in January. **The next meeting of the Service Delivery Oversight Committee is Wednesday, February 8, 2023, at 5:00 p.m., via Zoom Conference.**

B. Compliance Committee:

Compliance Committee Chair Garrett McGuire noted that Director of Quality Improvement Joan Rodgers provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report.

C. Fiscal Oversight Committee:

Fiscal Oversight Committee Chair Dan Sherrange shared that vacancies were in a great position last month; there are some concerns for the finance team, given the CFO position is still vacant. **The next meeting of the Fiscal Oversight Committee is Thursday, January 19, 2022, at 4:00 p.m.**

11. Adjournment

Committee Chair Garrett McGuire made the motion to adjourn the meeting at 5:12 PM.

February 15, 2023
Date Approved

DocuSigned by:
Sameera Awan
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Clerk to the Board