

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD  
FISCAL OVERSIGHT COMMITTEE VIRTUAL MEETING MINUTES  
MARCH 16, 2023**

The CSB Fiscal Oversight 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**

Acting Committee Chair Andrew Scalise called the meeting to order at 4:04 PM

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

**PRESENT:**       **BOARD MEMBERS:** COMMITTEE CHAIR DAN SHERRANGE; JENNIFER ADELI;  
KAREN ABRAHAM; CAPTAIN DANIEL WILSON; BETTINA LAWTON; ANDREW  
SCALISE; SANDRA SLAPPEY-BROWN  
**ABSENT:**       **BOARD MEMBERS:** CLAUDIA VOLK

**Also present:** Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Jean Post, Acting Chief Financial Officer Tom Young, Director of Analytics & Evaluation Linda Mount and Board Clerk Sameera Awan.

**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.

**UNANIMOUS CONSENT TO APPROVE AGENDA ITEM NO. 4**

**5. Approval of Minutes**

Committee minutes for February 16, 2023, Fiscal Oversight Committee Meeting was provided for review and revision. Committee Member Bettina Lawton noted action item No. 5; her name is misspelled under motions. Following this, Andrew Scalise motioned to approve the presented minutes and unanimously approved.

**6. Administrative Operations Report**

**Executive Director Daryl Washington** provided the CSB Human Resources Vacancy Report and noted that the grant and non-grant positions had been added to the report. We have a slight vacancy count overall but no significant trend. Human resources have approved the appeal for sign-on bonuses from \$5-10K for the Intervention Specialist position.

**7. Clinical Operations Report**

**Deputy Director of Clinical Operations Lyn Tomlinson** provided the Adult Behavioral Health Outpatient BHOP Service Capacity Report and Support Coordination Service Capacity Report.

**Director of Analytics & Evaluation Linda Mount** presented the CSB Status Report and Quarterly Performance Measures.

**8. Financial Status**

**Financial Chief Officer Tom Young** provided the Adult Behavioral Health Outpatient BHOP Service Capacity Report, Youth Outpatient Time to Treatment, and Support Coordination Service Capacity Report.

*\*Committee Chair Dan Sherrange joined the meeting.*

**9. Information Item**

**Executive Director Daryl Washington** requested approval for the Fairfax-Falls Church Community Services Board to apply for and accept FY 2024 Congressionally Directed Spending from the Health Resources and Services Administration (HRSA) if funding is included in the final FY 2024 federal spending bill.

**MOVED BY BOARD MEMBER ANDREW SCALICE, SECONDED BY BOARD MEMBER DAN SHERRANGE TO APPROVE AGENDA ITEM NO. 9A**

**10. Open Discussion**

**Committee Member Andrew Scalise** reminded the committee that there would not be a CSB Fiscal Oversight Meeting in July 2023 to give the CSB Staff enough time to finalize their data and create financial reports.

**UNANIMOUS CONSENT TO CANCEL JULY 20, 2023, FISCAL OVERSIGHT COMMITTEE MEETING**

**Committee Chair Dan Sherrange** proposed that the December 14, 2023, Fiscal Oversight Committee meeting be held virtually.

**11. Adjournment**

**MOVED BY COMMITTEE MEMBER ANDREW SCALISE TO ADJOURN THE MEETING AT 5:15 PM.**

---

April 20, 2023  
Date Approved

DocuSigned by:  
*Samsara Awan*  
BEC18E1AFAF94B1...  
Clerk to the Board