



FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD FISCAL OVERSIGHT COMMITTEE MEETING

Dan Sherrange, Chair

Thursday, October 20, 2022, 4:00 PM

This meeting can also be attended via electronic access through Zoom

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Meeting ID: [896 8380 0865](https://zoom.us/j/89683800865) • Passcode: 177506

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 September 22, 2022, Meeting Minutes | Dan Sherrange |
| 6. Administrative Operations Report | Daryl Washington |
| 7. Clinical Operations Report | Lyn Tomlinson |
| 8. Financial Status | Paresh Patel |
| A. Modified Fund Statement | |
| B. Variable Revenue Report | |
| C. FX-FC CSB Expenditures-Budget vs. Actuals | |
| 9. Open Discussion | Dan Sherrange |
| 10. Adjournment | |

Meeting materials are posted online at www.fairfaxcounty.com/municipal-services-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
FISCAL OVERSIGHT COMMITTEE MEETING MINUTES
SEPTEMBER 22, 2022**

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

Committee Chair Dan Sherrange called the meeting to order at 4:03 PM.

2. Roll Call, Audibility, and Preliminary Motions

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

ABSENT: **BOARD MEMBERS:** JENNIFER ADELI

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Director of Analytics & Evaluation Linda Mount, Chief Financial Officer Paresh Patel, 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

The August 18, 2022, Fiscal Oversight Committee Meeting minutes were provided for review, no amendments were made.

MOVED BY COMMITTEE MEMBER ANDREW SCALISE, SECONDED BY COMMITTEE MEMBER CAPTAIN DAN SHERRANGE TO APPROVE AGENDA ITEM NO. 5, AS AMENDED.

ABSTAIN: **BOARD MEMBERS:** BETTINA LAWTON; CLAUDIA VOLK; CAPTAIN DANIEL WILSON

6. Administrative Operations Report

Executive Director Daryl Washington reported that the RFP for Electronic Healthcare Record had launched this month. The first round of interviews for the Deputy Director of Administration

Operations position has started. Once the top candidate is selected, a Board Member will be part of the second interview panel.

7. Clinical Operations Report

Deputy Director of Clinical Operations Lyn Tomlinson provided an overview of the CSB Clinical Operations Report and the August 2022 Service Capacity Report; she noted that we are not at the capacity we would like to be but hopes to see positive changes by this fall. The vacancy count has dropped down 206, to 157 vacancies. We have extended 29 offers with start dates between now and the first week of November. Deputy Director of Community Living Barbara Wadley-Young stated that four new staff members joined BHOP services in July 2022 and eight new staff in August 2022.

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

8. Financial Status

Chief Financial Officer Paresh Patel provided the staff report and an overview of the Modified Fund Statement, Variable Revenue Report, Expenditures-Budget vs. Actuals Financial Reports, and Federal Grants.

Committee Chair Dan Sherrange requested for the Grant and Earmarked Funds to be included on the September CSB Board Meeting Agenda to be approved by the CSB Board.

9. Open Discussion

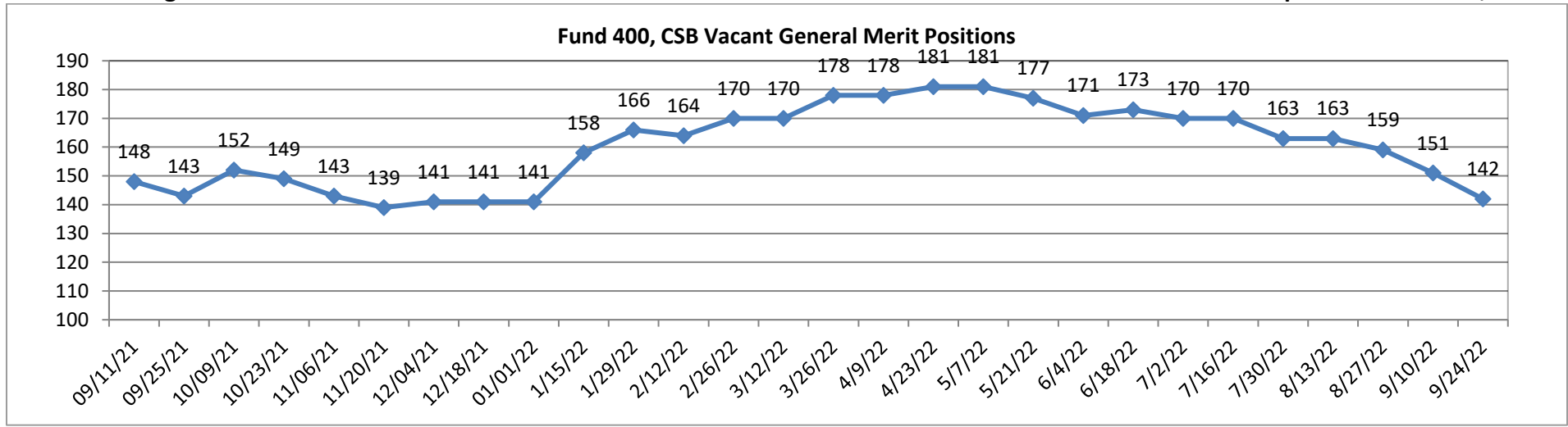
Committee Member Discussion included concerns for the Fiscal Oversight Committee to meet nine times a year rather than twelve.

10. Adjournment

MOVED BY COMMITTEE MEMBER BETTINA LAWTON TO ADJOURN THE MEETING AT 6:13 PM.

Date Approved

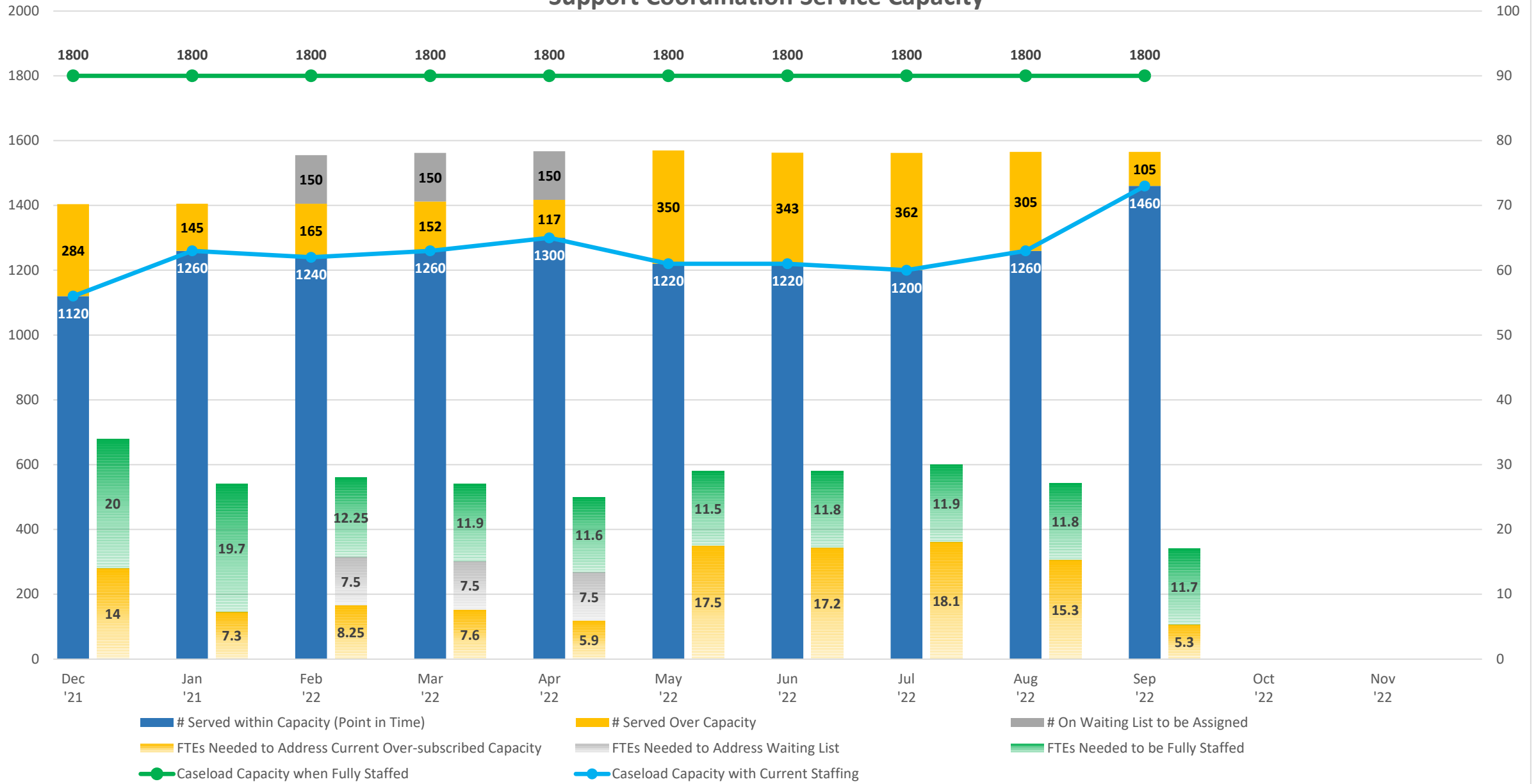
Clerk to the Board



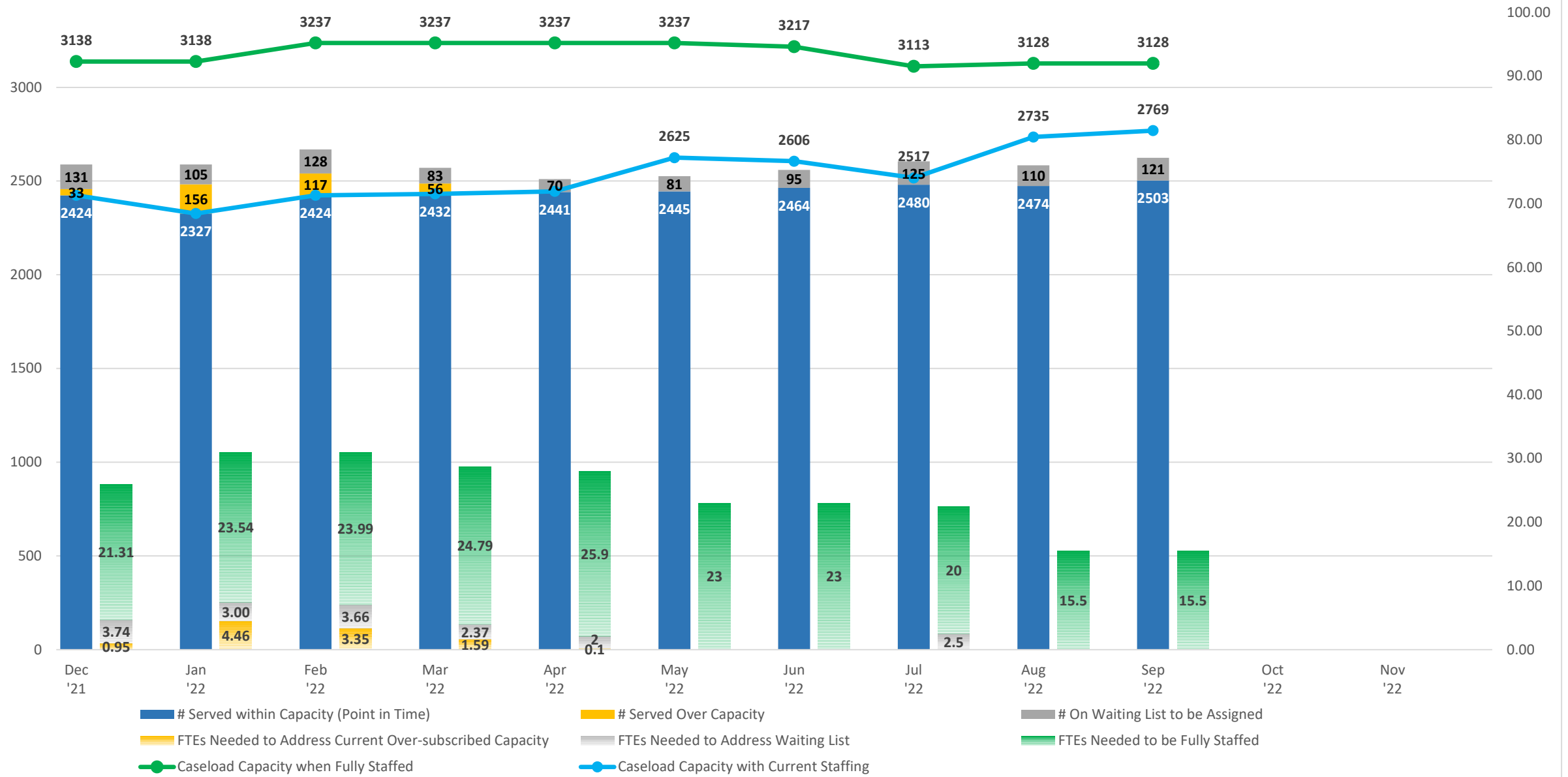
Vacancies in critical areas* *includes all merit positions (all funds – regular 400 and grant 500)

Service area	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	August				September	
Emergency Svcs/MCU	6	9	4	12	11	12	18	22	23	21	23	29	22 CIS	27	20 CIS		
													4 HSW I		4 HSW I		
													1 Mobile Crisis Supv		1 Mobile Crisis Supv		
													2 Peer Supp Spec		2 Peer Supp Spec		
Behavioral Health – Outpatient Svcs	16	14	16	19	21	22	21	27	18	17	16	8.5	1 BHS II	14.5	3 BHS II		
													4.5 BH Sr. Clin		4.5 BH Sr. Clin		
													1 BHN Clin/Case Mgr		2 BHN Clin/Case Mgr		
													1 BH Supv		3 BH Supv		
													1 BHN Supv		1 BHN Supv		
															1 BH Mgr		
Youth & Family – Outpatient Svcs	5	8	6	6	8	11	11	12	13	11	9	7	6 BH Sr. Clin	5	2 BH Sr. Clin		
													1 BHS II		2 BHS II		
															1 BH Supv		
Support Coordination	29	32	27	28	26	27	27	27	28	30	29	23	21 DDS II	22	20 DDS II		
													1 DDS III		1 DDS III		
													1 Mgmt Analyst		1 Mgmt Analyst		
ADC/ Jail Diversion	9	6	13	12	13	12	8	11	8	8	8	9	2 BHS II	8	2 BHS II		
													2 BH Supv		2 BH Supv		
													4 BH Sr. Clin		3 BH Sr. Clin		
													1 Peer Supp Spec		1 Peer Supp Spec		
EAR		8	8	8	6	5	3	4	4	3	3	2	2 BH Sr. Clin	1	1 BH Sr. Clin.		

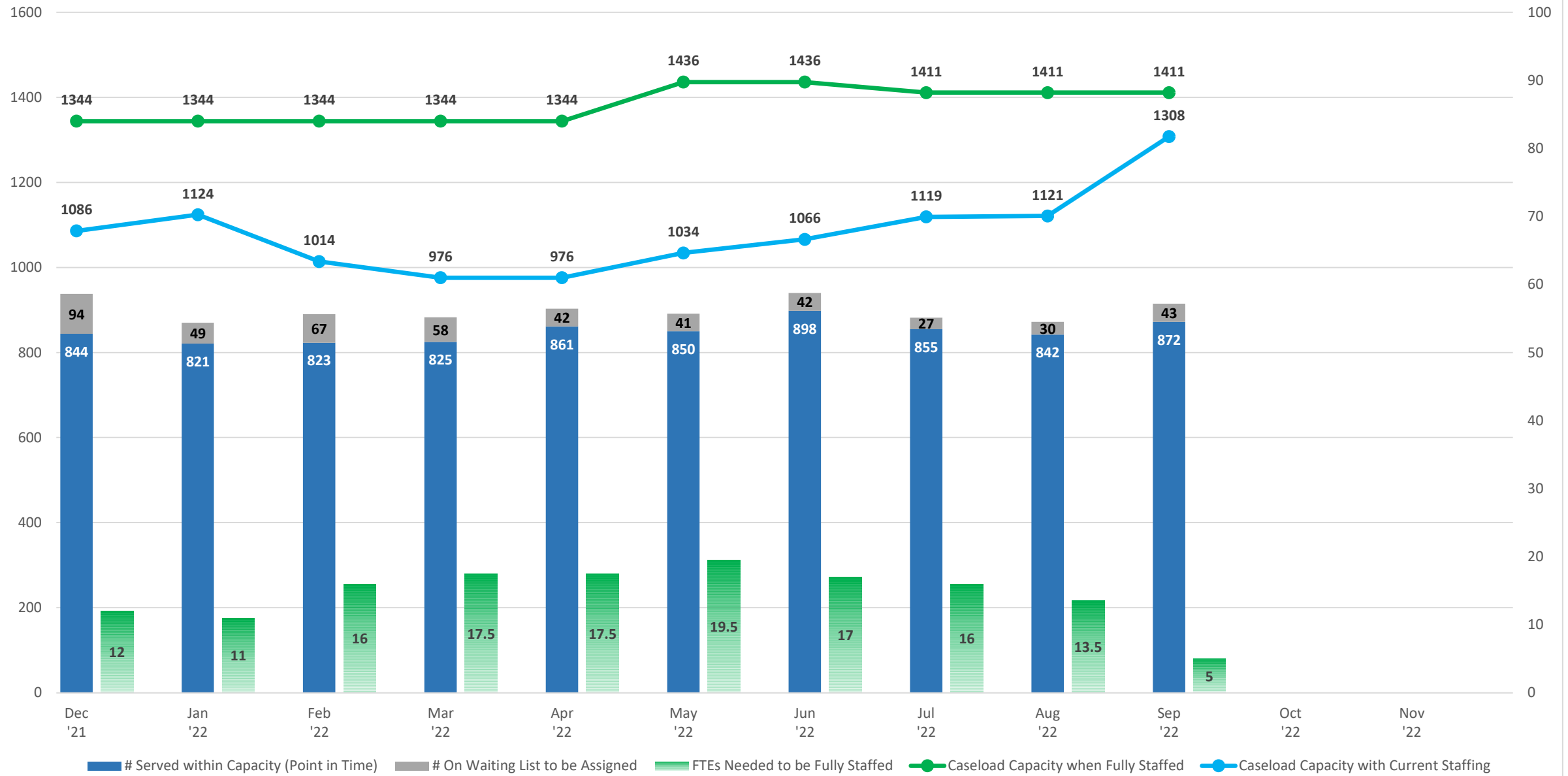
Support Coordination Service Capacity



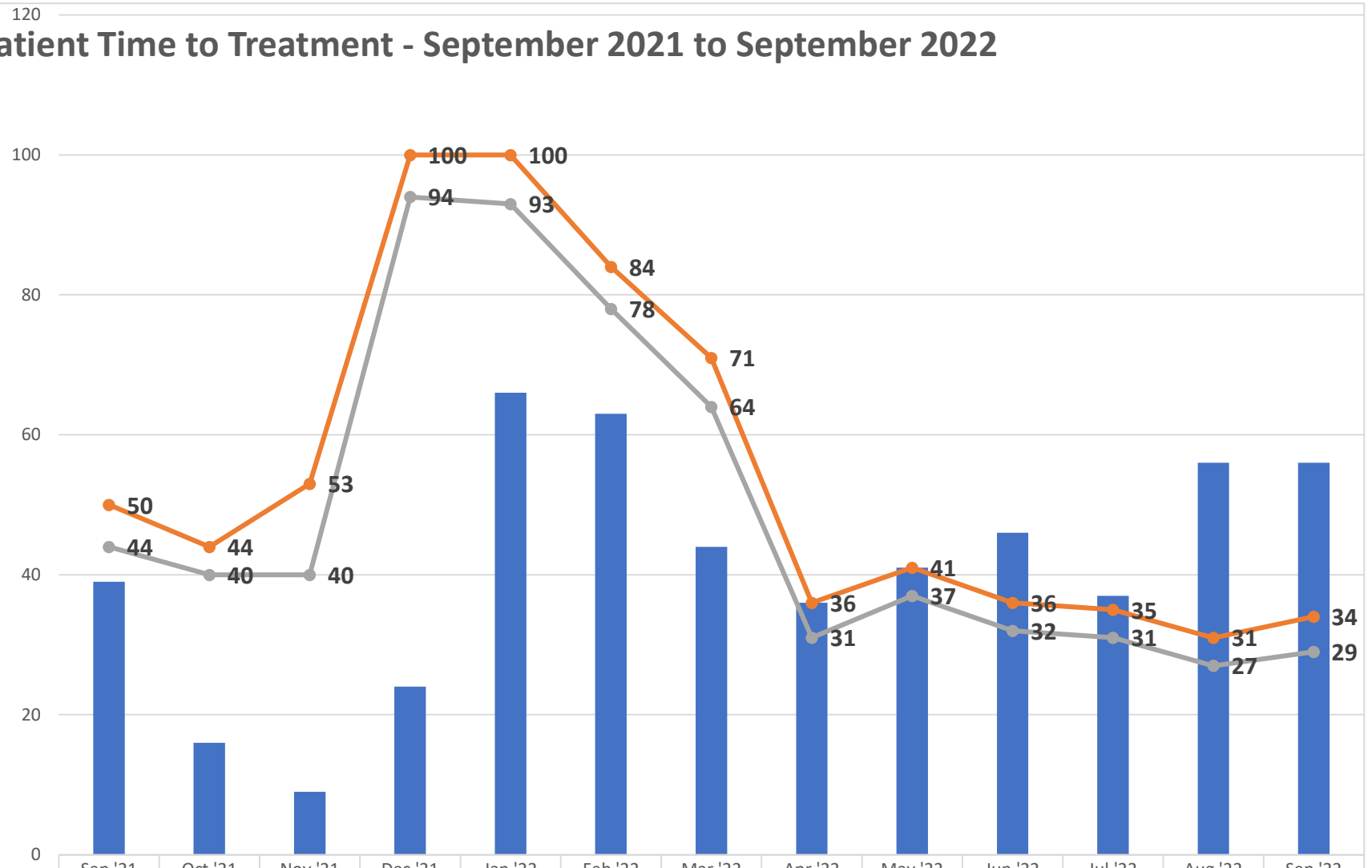
Adult Behavioral Health Outpatient (BHOP) Service Capacity



Youth & Family Service Capacity



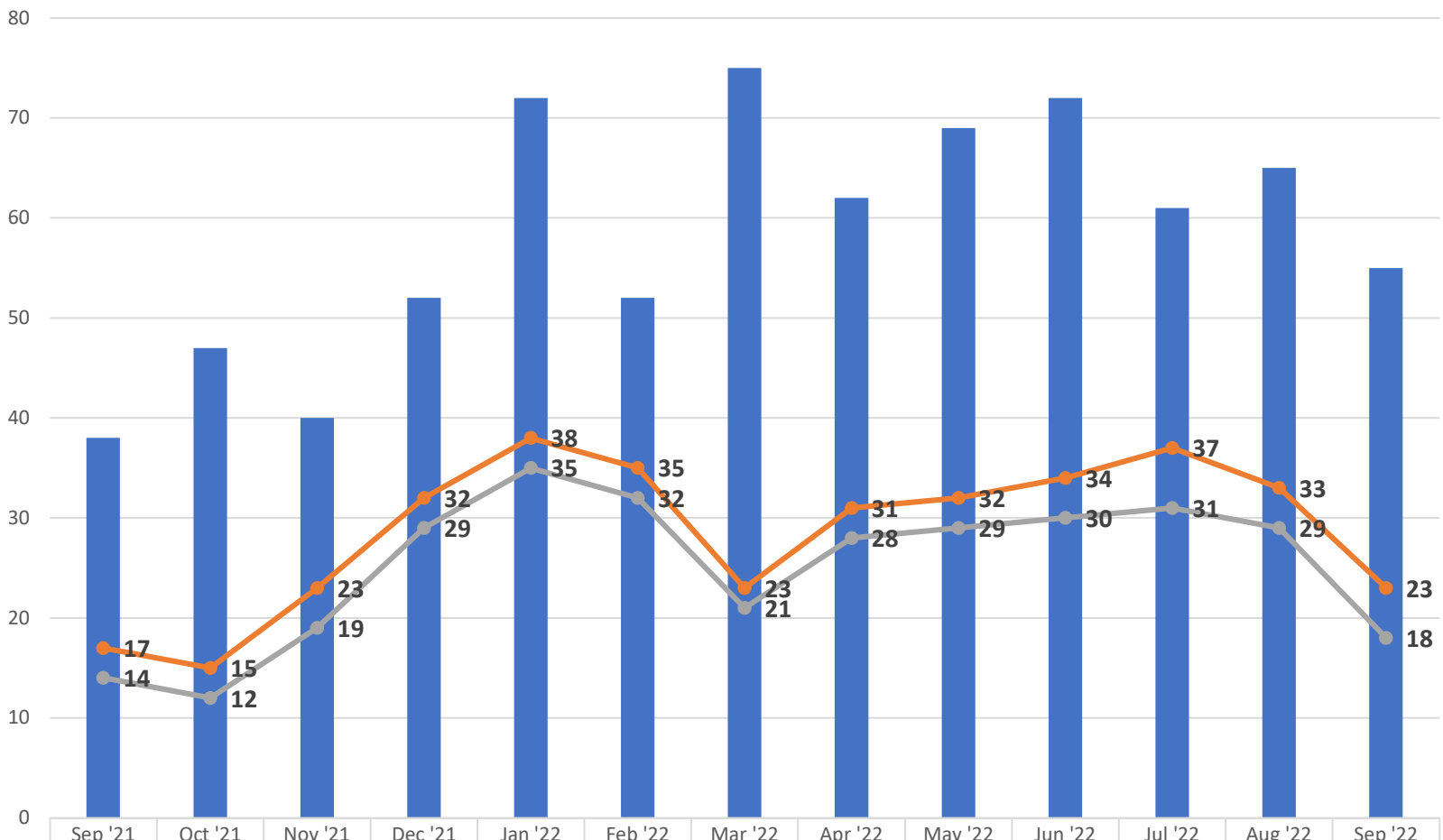
Adult Outpatient Time to Treatment - September 2021 to September 2022



■ # Adults Who Attended 1st Treatment Appt	39	16	9	24	66	63	44	36	41	46	37	56	56
—●— Average # Days from Assessment to Treatment	50	44	53	100	100	84	71	36	41	36	35	31	34
—●— Average # Days from Assessment to 1st Available / Accepted Appt*	44	40	40	94	93	78	64	31	37	32	31	27	29

*Average number of days from Assessment to Date of First Available Appointment (if known) OR from Assessment to Date of First Accepted Appointment

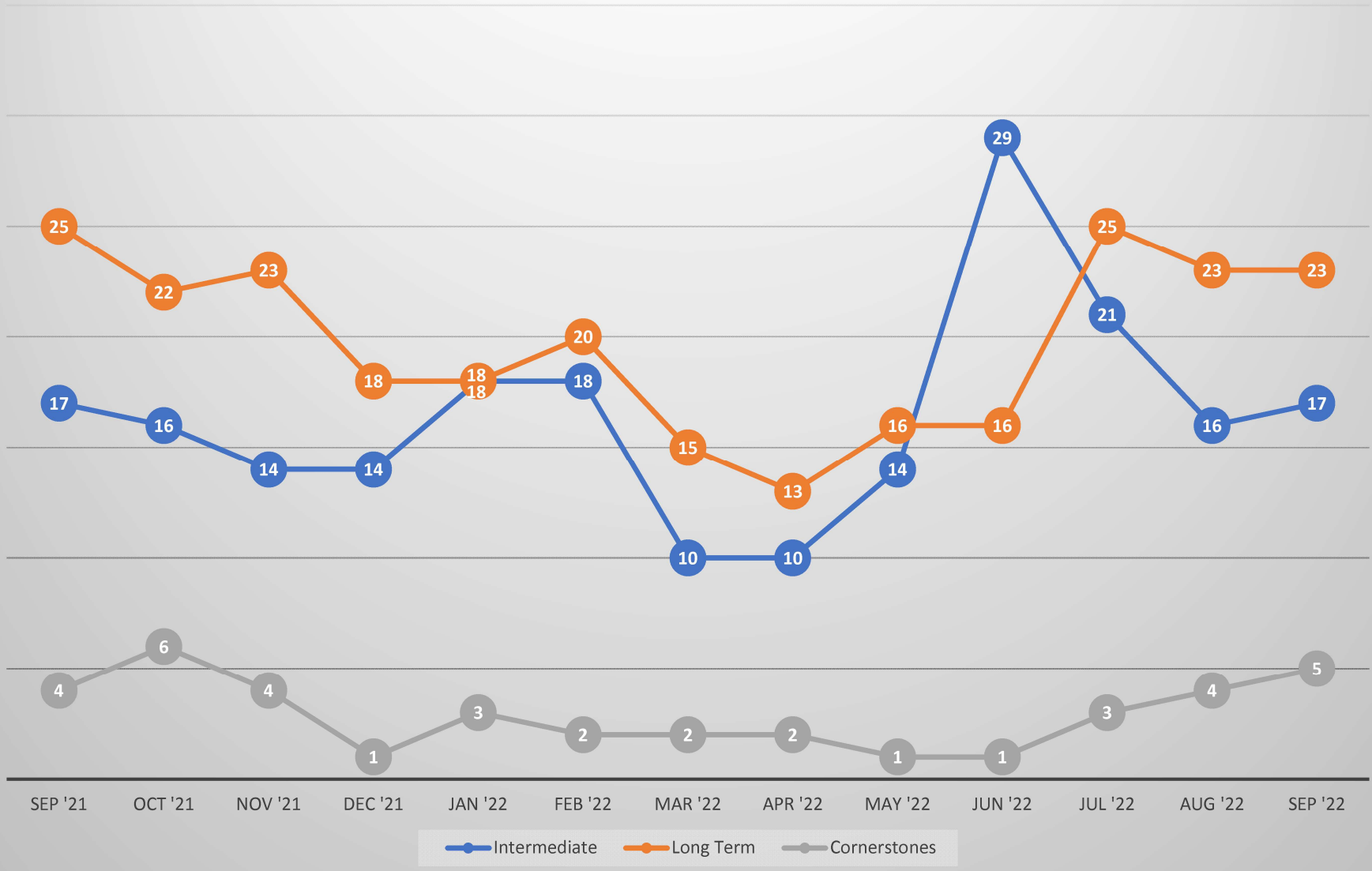
Youth Outpatient Time to Treatment - September 2021 to September 2022



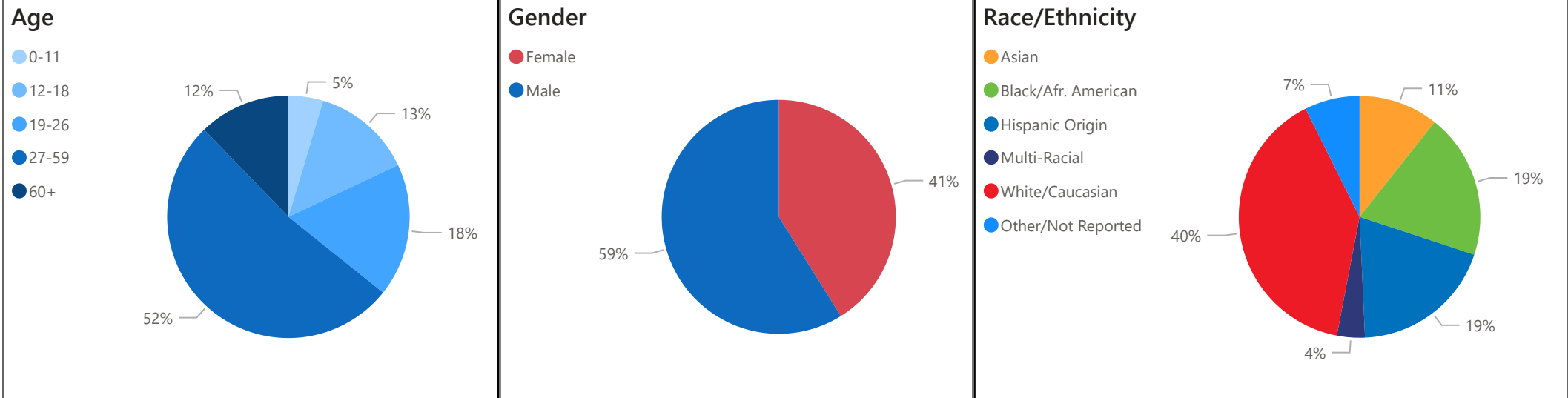
	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22
# Youth Who Attended 1st Treatment Appt	38	47	40	52	72	52	75	62	69	72	61	65	55
Average # Days from Assessment to Treatment	17	15	23	32	38	35	23	31	32	34	37	33	23
Average # Days from Assessment to 1st Available / Accepted Appt*	14	12	19	29	35	32	21	28	29	30	31	29	18

*Average number of days from Assessment to Date of First Available Appointment (if known) OR from Assessment to Date of First Accepted Appointment

SUD Residential Waiting List Individuals Waiting by Program Type September 2021 - September 2022

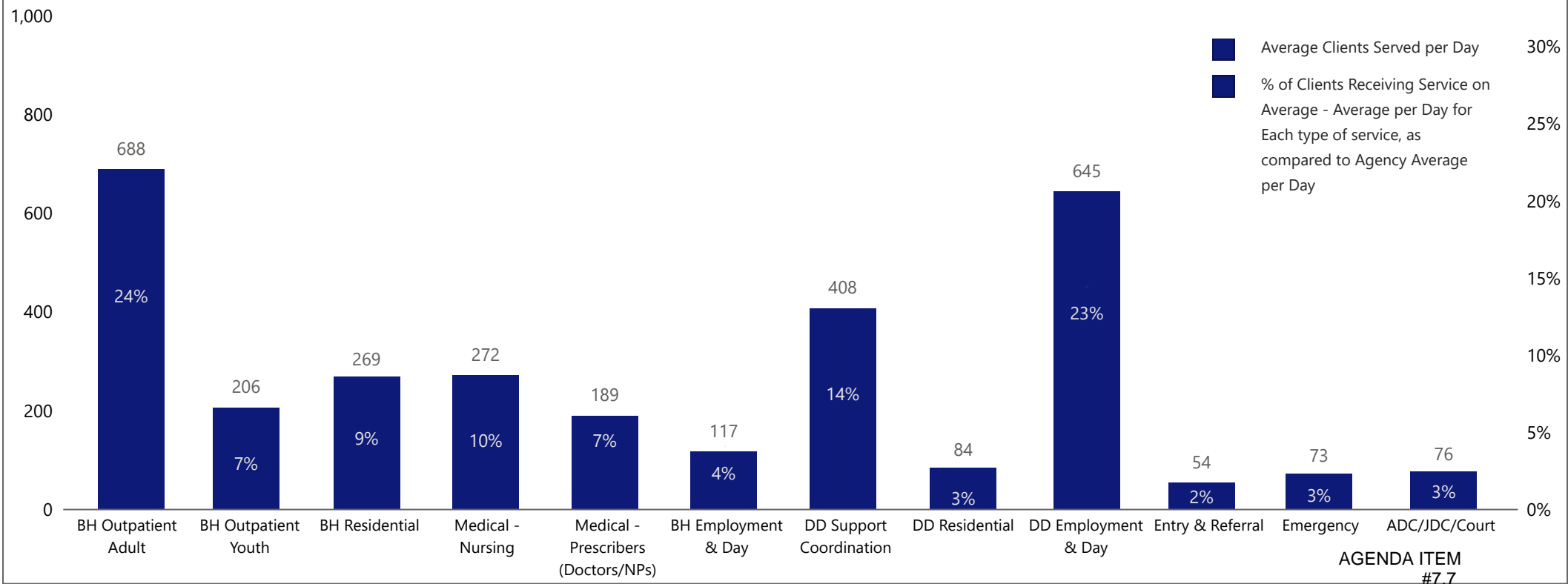


CSB Status Report



Average Clients Served per Day by Type of Service - August 2022

Agency Average Served per Day in August 2022 = 2,598





Individuals Served by Month by Type of Service Aug'21 - Aug'22

Service Area	Aug'21	Sep'21	Oct'21	Nov'21	Dec'21	Jan'22	Feb'22	Mar'22	Apr'22	May'22	Jun'22	Jul'22	Aug'22	Monthly Variance	Yearly Variance	# Served Past 12 Months
All Individuals Served	8,923	8,886	9,144	8,670	8,797	8,933	8,865	9,416	9,056	9,175	9,184	8,817	9,114	▲ 3.4%	▲ 2.1%	20,542
BH Outpatient Adult	3,317	3,319	3,202	3,118	3,084	3,115	3,047	3,091	3,058	3,052	3,091	3,066	3,197	▲ 4.3%	▼ -3.6%	5,005
BH Outpatient Youth	880	848	857	852	913	903	911	951	969	1,001	1,020	955	917	▼ -4.0%	▲ 4.2%	1,870
BH Residential	467	461	463	459	449	436	415	463	458	446	428	423	419	▼ -0.9%	▼ -10.3%	1,307
Medical - Nursing	1,281	1,236	1,387	1,215	1,206	1,275	1,226	1,380	1,324	1,228	1,359	1,354	1,418	▲ 4.7%	▲ 10.7%	3,575
Medical - Prescribers	2,810	2,755	2,792	2,604	2,625	2,634	2,560	2,897	2,584	2,649	2,788	2,644	2,797	▲ 5.8%	▼ -0.5%	6,456
BH Employment & Day	390	374	377	396	371	363	361	379	378	350	351	346	346	= 0.0%	▼ -11.3%	650
DD Support Coordination	2,576	2,503	2,775	2,454	2,559	2,744	2,529	2,751	2,455	2,536	2,629	2,431	2,524	▲ 3.8%	▼ -2.0%	5,217
DD Residential	88	87	87	85	86	85	85	85	85	85	85	84	84	= 0.0%	▼ -4.5%	89
DD Employment & Day	782	837	903	951	926	917	919	1,024	1,040	1,063	982	976	1,105	▲ 13.2%	▲ 41.3%	1,294
Entry & Referral (EAR)	431	442	546	484	496	517	613	703	648	627	629	568	603	▲ 6.2%	▲ 39.9%	4,642
EAR Screenings	213	199	271	375	335	294	379	420	396	354	380	362	379	▲ 4.7%	▲ 77.9%	3,541
EAR Assessments	137	122	146	131	153	174	165	206	178	177	160	171	215	▲ 25.7%	▲ 56.9%	1,928
Emergency	891	926	938	845	864	791	851	993	885	941	868	824	915	▲ 11.0%	▲ 2.7%	6,704
ADC/JDC/ Court	432	455	483	447	455	461	489	559	546	542	576	556	608	▲ 9.4%	▲ 40.7%	2,316

* Monthly variance compares current month to previous month; Yearly variance compares current month to the same month in previous calendar year (Ex: May 2021 compared to May 2020). Number Served Past 12 Months is an unduplicated count of clients served in each area in the 12 months prior to end of the reporting period (ex: June 2021 - May 2021).

Service Definitions

All	Includes all individuals receiving services from the Community Services Board. Includes services for people of all ages who have mental illness, substance use disorders and/or developmental disabilities.
BH Outpatient Adult	Individuals receiving services from adult outpatient behavioral health programs. Includes the following service areas/programs: Behavioral Health Outpatient (BHOP) - MH Outpatient, MH Case Management, SUD Intensive Outpatient, Turning Point, Partial Hospitalization; Intensive Community Treatment - Intensive Case Management, PACT, Discharge Planning, PATH; Jail Diversion; Medication Assisted Treatment. Includes individuals receiving engagement, monitoring and treatment services.
BH Outpatient Youth	Individuals receiving services from youth behavioral health outpatient programs. Includes the following service areas/programs: Youth & Family Outpatient - MH Outpatient, MH Case Management, SUD Outpatient; Youth & Family Intensive - Wraparound Fairfax, Resource Program, Youth Discharge Planning. Includes individuals receiving assessment, monitoring, and treatment services.
BH Residential	Individuals receiving services from behavioral health residential programs. Includes the following service areas/programs: Supportive Community Residential - directly operated and contracted residential services; SUD Residential Treatment - Crossroads, Cornerstones, A New Beginning, New Generations; Youth Residential - Leland House; Wellness Circle Residential Crisis Stabilization, Fairfax Detoxification.
Medical - Nursing	Individuals receiving Nursing services in an outpatient setting.
Medical - Prescribers	Individuals receiving services from a prescriber (psychiatrist or nurse practitioner). Services are provided in a variety of treatment settings, including outpatient, residential, assessment, and emergency services.
BH Employment & Day	Individuals receiving behavioral health individual or group supported employment services.
DD Support Coordination	Individuals receiving developmental support coordination services. Includes individuals receiving targeted case management, monitoring, and assessment services.
DD Residential	Individuals receiving developmental disability residential services. Includes directly operated group homes and apartments, and locally funded contracted residential placements.
DD Employment & Day	Individuals receiving developmental day support services; individual, group, or sheltered employment services; and self-directed services. Includes both waiver and locally-funded services.
Entry & Referral (EAR)	Individuals receiving behavioral health entry and referral services. Includes Adult & Youth walk-in screening and assessment clinical services, case coordination, and call center referrals.
EAR Screenings	Individuals receiving behavioral health screening services at Entry & Referral.
EAR Assessments	Individuals receiving behavioral health assessment services at Entry & Referral.
ADC/JDC/Court	Individuals receiving CSB jail-based or court services. Includes CSB services provided at the Adult Detention Center, Juvenile Detention Center and adult participants in specialty court dockets (Veterans' Docket, Mental Health Docket, Drug Court).

Notes:

Page 1:

- Demographics – Typically little change in demographics over time. Reflects demographic characteristics of all individuals served in the reporting month.
- Average Clients Served per Day by Type of Service – Compares average served per day in each service area to the agency-wide average number served. Individuals may receive more than one type of service per day and totals may be greater than 100%.

Page 2:

- Numbers reported show the unduplicated number of clients served in each service area. Individuals may receive multiple services each month within a service area and may receive more than one type of service each month.
- The Monthly Variance compares the reporting month to the prior month. The Yearly Variance compares the reporting month to the same month in the previous calendar year.
- All Individuals Served – There was an increase in the overall numbers served, which is partly due to increases in adult behavioral health outpatient, along with increases in crisis and jail-based services.
- BH Outpatient Adult – There was a 4% increase in the number of individuals served as compared to July, primarily due to increases in adult mental health case management services in the Behavioral Health Outpatient (BHOP) program.
- BH Outpatient Youth – This service area typically sees an increase in referrals and individuals served in the late fall that continues throughout the school year and drops off over the summer months.
- Medical – Nursing & Prescribers (Psychiatrists & Nurse Practitioners) serve individuals in a variety of treatment settings. There is regular fluctuation in the number of clients served for Nursing based on the needs of the clients. Prescribers' numbers continue an overall upward trend since late in 2021.
- BH Employment & Day – The number served is trending lower as compared to the prior year. Staff vacancies in the Supported Employment program have limited the program's ability to build capacity along with reduced referrals due to vacancies in other programs. Additionally, the implementation of the Individual Placement and Support model, an evidence-based practice, requires reduced caseload sizes and it is anticipated that numbers may remain lower as compared to previous years.
- BH Residential – The number of individuals served is trending lower due to slowed admissions in some SUD residential programs due to COVID and staff vacancies, along with COVID positives at the Wellness Circle residential crisis stabilization program,
- DD Support Coordination – There is typically monthly variation based on service plan review cycles. The number of individuals served increased in August due to services provided to individuals with new waiver slots.
- DD Residential – Includes all individuals served in directly operated residential programs and locally-funded contract placements. The number of individuals served each month is trending lower overall due to reductions in the directly operated group home census and locally funded contract placements through natural attrition. New residential placements through community partners are waiver funded.
- DD Employment & Day – There has been an upward trend in this service area as developmental employment & day programs have been able to reopen from closures that were necessary earlier in the pandemic. In August, there was an increase in the number of individuals served due to some self-directed services re-opening from the summer break, people returning to service who had deferred earlier in the pandemic and new graduate placements.
- Entry & Referral – There was a 25% increase in the number of assessments in August partly due to an increase in staff resources. In Mid-October, Entry & Referral launched a new streamlined screening and assessment process with changes to the triage, screening, and assessment workflows. Direct comparisons cannot be made to prior months.
- Emergency – There is some monthly fluctuation in the demand for Emergency services. All clients who present for services are evaluated by Emergency services staff.
- ADC/JDC/Court – The number of individuals served is trending higher compared to the previous year. The jail census was significantly reduced earlier in the pandemic in response to health and safety issues. There was a 9% increase in individuals served compared to July due to an increase in referrals, including substance use clients receiving medication assisted treatment.

	FY 2023 REVISED Budget	FY 2023 YTD Budget	FY 2023 Actuals September YTD	Variance from YTD Budget	FY 2023 Projection	FY 2023 Projection vs. FY23 REVISED Budget	Remarks
Est. Beginning Balance	45,581,191	45,581,191	45,581,191	-	45,581,191	-	
Fairfax City	2,479,063	2,479,063	619,766	(1,859,297)	2,479,063	-	* Accrual
Falls Church City	1,123,651	1,123,651	280,913	(842,738)	1,123,651	-	* Accrual
State DBHDS	8,451,543	8,451,543	2,679,252	(5,772,291)	8,451,543	-	
Federal Pass Thru SAPT Block Grant	4,053,659	4,053,659	859,130	(3,194,529)	4,053,659	-	
Direct Federal Food Stamps	154,982	154,982	24,241	(130,741)	96,964	(58,018)	
Program/Client Fees	4,296,500	4,296,500	1,244,376	(3,052,124)	4,977,504	681,004	
CSA	890,000	890,000	95,353	(794,647)	381,410	(508,590)	
Medicaid Option	8,582,708	8,582,708	4,253,637	(4,329,071)	17,014,549	8,431,841	** Optum /UHC
Medicaid Waiver	7,000,000	7,000,000	2,302,731	(4,697,269)	9,210,925	2,210,925	** Bravo 12.5%
Miscellaneous	124,800	124,800	31,200	(93,600)	124,800	-	
Non-County Revenue	37,156,906	37,156,906	12,390,599	(24,766,307)	47,914,068	10,757,162	
General Fund Transfer	165,578,661	165,578,661	165,578,661	-	165,578,661	-	
Total Available	248,316,758	248,316,758	223,550,451	(24,766,307)	259,073,920	10,757,162	
Compensation	101,422,808	17,112,633	18,306,423	(1,193,790)	93,685,811	7,736,997	
Fringe Benefits	42,963,615	7,358,427	7,798,426	(439,999)	39,909,594	3,054,021	
Operating	69,070,185	14,644,011	11,227,708	3,416,303	44,910,831	24,159,354	
Recovered Cost (WPFO)	(1,568,760)	(522,920)	-	(522,920)	-	(1,568,760)	
Capital	253,866	253,866	93,921	159,945	375,686	(121,820)	
Transfer Out	10,000,000	10,000,000	-	10,000,000	10,000,000	-	
Total Disbursements	222,141,714	48,846,017	37,426,478	11,419,539	188,881,922	33,259,792	
Ending Balance	26,175,044	199,470,741	186,123,973		70,191,998		
DD MW Redesign Reserve ¹	2,500,000	2,500,000			2,500,000		
Medicaid Replacement Reserve ²	2,800,000	2,800,000			2,800,000		
Opioid Epidemic MAT Reserve ³	50,000	50,000			50,000		
Diversion First Reserve ⁴	5,853,866	4,408,162			4,408,162		
Unreserved Balance	14,971,178				60,433,836		

Key

Fixed Annual Allocations

Variable Revenue based on number of services provided and total billing collections

The DD Medicaid Waiver Redesign Reserve ensures the County has sufficient funding to provide services to individuals with developmental disabilities in the event of greater than anticipated costs due to the Medicaid Waiver Redesign effective July 1, 2016.

The Medicaid Replacement Reserve, for the implementation of Medicaid Expansion to a potential 600 consumers and will provide support with the transition of funding from the State support to Medicaid fees.

The Opioid Use Epidemic Reserve provides flexibility, consistent with the Board of Supervisors' FY 2018-FY 2019 Budget Guidance, as the County continues to work with national, state, and regional partners on strategies to combat the opioid epidemic.

The Diversion First Reserve represents one-time savings that were realized in FY 2017 as a result of longer than anticipated recruitment times to fill new positions and savings in operating expenses to pay for medical clearances. This funding will be reallocated as part of a future budget process based on priorities identified by the Board of Supervisors. This reserve has been reduced by \$250K at FY20 Carryover for costs associated with medical clearances.

September FY23 YTD Revenue Analysis

Variable Revenue by Month
FY23
Actuals vs. Target



Variable Revenue by Category
FY23 Year to Date
Actuals vs. Target

