

FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD

BOARD MEETING

August 26, 2026

The Fairfax-Falls Church Community Services Board met in regular session at the Sharon Bulova Center located at 8221 Willow Oaks Corporate Drive, Fairfax, Virginia 22031, in room 3-314 West.

1. Meeting Called to Order

Board Chair Andrew Scalise called the meeting to order at 5:01 P.M.

2. Roll Call, Audibility and Preliminary Motions

PRESENT BOARD MEMBERS:

Name	Role	Location
Andrew Scalise	Chair	Fairfax County At-Large
Bettina Lawton	Member	Hunter Mill District
Karen Abraham	Member	Braddock District
Daria Akers	Member	Fairfax County At-Large
Jennifer Desai	Member	City of Fairfax
Casey Eggleston	Member	Mount Vernon District
Evan Jones	Vice Chair	Fairfax County At-Large
Michele Menapace	Secretary	Fairfax County At-Large
Captain Jaime Popik	Member	Office of the Sheriff
Kasey McNamara	Member	Providence District
Daniel Sherrange	Member	Sully District

Online: Jesper Sullivan den Bergh, Mason District

Not Present: Sarah Coughter, City of Fall Church; Srilekha Palle, Springfield District; Anne Whipple, Dranesville District

3. Matters of the Public

No public comments were presented.

4. Amendments to the Meeting Agenda

The meeting agenda for August 26, 2026, was distributed for review. With no amendments requested, the agenda was accepted as presented.

5. Approval of Minutes

The minutes from July 22, 2026, meeting were distributed to all members in advance for their review. Chair noted that no amendments or corrections had been submitted. Board Member Bettina Lawton moved to approve the minutes as presented. The motion was seconded by Michele Menapace. The motion was carried unanimously, with the exception of Kasey McNamara, who abstained.

6. Action Item

The meeting was convened to review and take formal action on the State Performance Contract in alignment with the approval timeline of the Fairfax County Board of Supervisors.

Discussion Details:

- Board chair provided an overview of the State Performance Contract, outlining its annual requirements, funding implications, and programmatic responsibilities for the CSB.
- Members were briefed on the Executive Committee's earlier review of the contract. The Executive Committee completed a detailed examination of contract components, including service expectations, budget allocations, and compliance measures.
- The Executive Committee formally approved the State Performance Contract during its recent meeting, ensuring the contract would be ready for consideration by the Fairfax County Board of Supervisors.
- The Board of Supervisors approved the contract.

Action Taken:

The CSB Full Board formally ratified the State Performance Contract, confirming alignment with the Executive Committee's action.

7. Information Item

During the meeting, Board Chair, Andrew Scalise explained that a technical correction to the CSB fee schedule needed to be presented to the Board prior to the final vote planned for next month. The documents outline the revised scheduling and fee adjustments. The correction is required because state laws governing record production have recently been updated, while the CSB's fee schedule still reflects older practices. Previously, fees were based on printing, copying, and mailing physical records. Since records are now typically provided digitally, the cost is driven primarily by staff labor rather than physical materials. The proposed adjustment establishes a time-based rate to align with digital record production requirements.

8. Closed Session

Before concluding the open session, the Board Chair asked whether any members had additional items for discussion. With no further topics raised, the board prepared to transition into a closed session.

The board then formally entered closed session. A motion was made and seconded to convene the Fairfax–Falls Church Community Services Board Meeting in a closed meeting for FOIA training and consultation with legal counsel on specific legal matters, as permitted under Virginia Code § 2.2-3711(A)(8). The motion passed unanimously, and the board proceeded into closed session. Members participating in person included Daniel Sherrange, Andrew Scalise, Evan Jones, Karen Abraham, Daria Akers, Jennifer Desai, Casey Eggleston, Bettina Lawton, Kasey McNamara, and Michele Menapace.

Upon concluding the closed discussion, the Board Chair moved to return to open session in accordance with Virginia Code § 2.2-3712. Participating members certified that the closed session was limited solely to matters permitted under the Virginia Freedom of Information Act and that only topics identified in the original motion were discussed. The motion passed with

approval from Daniel Sherrange, Andrew Scalise, Evan Jones, Karen Abraham, Daria Akers, Jennifer Desai, Casey Eggleston, Bettina Lawton, Kasey McNamara, and Michele Menapace.

9. Adjournment

BOARD MEMBER BETTINA LAWTON MADE A MOTION TO ADJOURN THE MEETING, WHICH WAS UNANIMOUSLY APPROVED, AND THE MEETING WAS ADJOURNED AT 6:45 P.M.

September 23, 2026

Date Approved

Pura Valdez

Clerk to the Board