

Fairfax-Falls Church Community Services Board

July 25, 2018

The Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

The following CSB members were present: Suzette Kern; Chair; Jennifer Adeli; Daria Akers; Gary Ambrose; Basilio ‘Sonny’ Cachuela Jr.; Ken Garnes; Rachna Sizemore Heizer; Sheila Coplan Jonas; Bettina Lawton; Edward Rose; Diane Tuininga; and Jane Woods

The following CSB members were absent: Thomas Burger; Nancy Scott; and Adrienne Walters

The following CSB staff was present: Daryl Washington; Evan Jones; Victor Mealy; Lisa Potter; and Lyn Tomlinson

Guests: Paul V. Luisada, MD

1. Meeting Called to Order

Suzette Kern called the meeting to order at 5:00 p.m.

2. Recognition

Paul V. Luisada, MD, CSB Board Member representing the Mt. Vernon District, was honored for his years of commitment and service to the Fairfax-Falls Church Community Services Board, following his recent resignation. Dr. Luisada was presented with a plaque detailing his contributions to the Board, with the thanks of the Chair and the full Board. Dr. Luisada thanked the CSB for the valuable services offered to the county, praising the staff and leadership for the dedication, compassion, and support provided to the community during his tenure.

3. Matters of the Public

None were presented.

4. Amendments to the Meeting Agenda

The agenda was provided for review. Following acknowledgement that no recommendations were forthcoming, Bettina Lawton made a motion to approve the agenda as presented, which was seconded and approved.

5. Approval of the Minutes

Draft minutes of the June 27, 2018 meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no suggestions for revision were offered, Bettina Lawton made a motion for approval, which was seconded and passed.

6. Matters of the Board.

Suzette Kern welcomed new CSB Board Member Rachna Sizemore Heizer, reporting Ms. Heizer was appointed to fill the Braddock District seat, recently vacated by Molly Long.

Ms. Heizer provided a brief background history, sharing that she is an attorney specializing in Employment Law and Disability Rights, further reporting a strong focus and advocacy on disability inclusion in the workforce and education. Ms. Heizer also reported she has volunteered to serve on the CSB Board Developmental Disabilities Committee.

7. Communitywide Housing Strategic Plan, Phase I

Thomas Fleetwood, Director Fairfax County Department of Housing and Community Development (HCD), accompanied by staff member Matt Graham, acknowledged a previous presentation to the Board (December 2017), and provided an update to recent Housing activities in Fairfax County. Some highlights are provided below:

- Mr. Fleetwood acknowledged the successful partnership between the HCD and CSB, noting the combination of affordable housing and effective treatment have resulted in positive outcomes for individual, improving the opportunity for individuals to acquire and retain housing.
- A reminder of the open enrollment for the RAD (Rental Assistance Demonstration Project) Housing Wait-List was offered. Remarking that this is the first enrollment period in 11 years, it was noted that applications were accepted for two weeks during which, approximately 12,500 applications were received. With 2,000 available slots on the Waiting List, a lottery (random selection) will be utilized to fill the slots. Projections indicate it will take approximately 2 years to process all the applications. Some admittance requirements include that the individual is working, has a disability, is rent-burdened, and resides in Fairfax County, or the cities of Fairfax or Falls Church.
- Referring to the handouts provided, Mr. Fleetwood clarified that the *Communitywide Housing Strategic Plan*, was developed on the recommendation of the Board of Supervisors (BoS) and was adopted by the BoS in June 2018. It was clarified that Phase I of the Plan addresses how to best position the County to maximize the use of available resources for concerns including land-use, zoning, and housing needs of the special needs community. Additional highlights included:
 - A definition of ‘housing cost burdened’ was offered as citizens paying more than 30% of their income for housing. It was further clarified that AMI is defined as (Area Median Income).
 - Modernization efforts include designing funding assistance that works cooperatively with other existing sources of housing funding. This includes partnership with the Office to Prevent and End Homelessness on the Bridging Affordability rental subsidy program, further noting a new procurement is anticipated to be developed for next year.
 - Land use and zoning efforts include the creative re-use of vacant commercial space, a particularly difficult process due to the specific needs of a housing assistance program. Another key focus is ensuring that affordable housing is included in areas undergoing redevelopment.
 - Funding sources and uses efforts include increasing the commercial contributions to affordable housing efforts.

- Efforts to increase access to affordable housing for individuals in vulnerable populations include increased opportunities for non- and for-profit partners to contribute. Noting the anticipated increase in seniors in the community, there is a keen focus on development of plans for aging in place programs.
- As implementation of Phase I proceeds, development of Phase II planning has begun, noting that this phase has a primary focus on resources.

Matt Graham reported that CSB staff provided valuable assistance to individuals completing applications for the RAD housing wait list, further supporting a successful enrollment period.

8. Committee Reports

A. *Behavioral Health Oversight Committee (BHOC):*

Gary Ambrose provided an update to the July meeting, noting the addition of some youth organizations to the Associate Member roster to broaden community representation. The presentation this month was provided by Judith Dittman with Second Story, previously known as Alternative House. Services provided include a Teen Crisis Center, homeless youth housing, rental assistance, and a Rapid Rehousing program. Housing, counseling, and training supports are provided to pregnant and parenting teens. Second Story in the community includes family centers in the areas of Culmore, Annandale and Springfield.

Mr. Ambrose further noted the successful implementation of Associate Member presentations as they provide opportunities for networking, support, and education

The August meeting was canceled. The next meeting is Wednesday, September 12, 5:00 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.

B. *Compliance Committee*

Suzette Kern provided details of the July meeting noting a demonstration of *ComplyTrack*, compliance tracking software to be utilized by the CSB. It was reported that the main components of the program are IAM (Issue & Action Management) for tracking actions taken to address compliance issues and IM (Incident Management) for reporting, tracking, and managing incidents. This program will provide compliance reports to the Board.

The September meeting agenda includes plans for deployment of the program and discussion of staff-identified high-risk areas.

The August meeting was canceled. The next meeting is Friday, September 19, at 4:00 p.m. at the Merrifield Center, Level 1 - Room 308 A/B, West.

C. *Developmental Disabilities (DD) Committee:*

Sheila Coplan Jonas offered a reminder that there was no July meeting, further reporting that the focus of the August meeting will be the Welcoming Inclusion Network (WI) Workgroup.

The next meeting is Wednesday, August 1 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.

B. *Fiscal Oversight Committee:*

Captain Basilio ‘Sonny’ Cachuela, Jr provided an overview of the July meeting, to include:

- The FY 2018 Modified Fund Statement was provided with a reminder that some of the year end transactions remain to be posted as they are being finalized.
- The FY 2018 Carry Over requests have been submitted, noting approval of the requests is anticipated in September.
- Discussion of Medicaid Expansion included a reminder that the state has announced a reduction in state funding for all CSB’s in anticipation of an increase in Medicaid revenue related to the Expansion. The projected revenue totals are expected from the Department of Behavioral Services and Developmental Services (DBHDS) in late August/early September.
- It was reported that there are 127 Vacant General Merit positions that include 25 of 37 new positions created in third quarter. It was further noted that there will be an additional increase to reflect the 12 remaining new positions as they are added in the first quarter of FY 2019.
- The financial positions update included 1) re-advertisement of the Financial Manager position; 2) an internal posting for a financial lead position, designed to support the Financial Manager; and 3) identification of a candidate for the Revenue Cycle Manager position, noting the hiring procedures are anticipated to be finalized soon.
- The Diversion First update included:
 - Reporting that the provision of 24/7 law enforcement coverage at the MCRC (Merrifield Crisis Response Center) has been in place for one year.
 - Medical clearance services will be provided downstairs in the Merrifield Center at the MCRC, in partnership with Inova, in a pilot program beginning in the Fall.
- Development of Time to Treatment reports in Credible has been completed. The new Reports will be provided at the August meeting.
- *Save the Date:* The Department of Management and Budget (DMB) will provide a Budget 101 presentation at 4:00 p.m. directly prior to the October 24, 2018 CSB Board meeting. This presentation will provide information on the County budget process.
- Captain Cachuela announced his nomination and acceptance as Fiscal Chair for his second and final term.

The next meeting is Friday, August 17 at 9:00 a.m. at the Pennino Building, Room 836A

D. *Other Matters*

Daria Akers provided an update to her participation in a NAMI (National Alliance on Mental Illness) presentation for the Pre-Release Center and Court staff (Sheriff’s Office) in June. Ms. Akers reported a staff concern related to transportation for

individuals who are released to Diversion, as they face challenges in finding a means of transportation to the MCRC for assessment. Ms. Akers further acknowledged that staff efforts to address this concern include proposed establishment of an assessment process in the courthouse.

Jane Woods announced that registration for the first statewide Virginia Behavioral Health Summit is open. Erin Bloom will email a link to the summit and registration site.

Diane Tuininga offered a reminder of the 17th Annual Wellness and Recovery Conference *Embrace Our Best Selves*. Scheduled for October 12 from 9:00 a.m. to 2:30 p.m. at the Government Center, noting the event includes a continental breakfast and lunch. Registration begins at 8:30 a.m.

Ms. Kern announced a change had been made to the November CSB Board meeting, moving the meeting from Wednesday, November 21, 2018, just before the Thanksgiving holiday to Wednesday, November 28, 2018, the week following the holiday.

Providing an update to the CSB Board Member Retreat, Ms. Kern confirmed the date as September 29, 2018. Directing attention to the Draft Retreat agenda, Ms. Kern requested that members email her directly with any recommended revisions, further noting that one more Ad Hoc meeting is anticipated to finalize the agenda and plans for the retreat. It was also reported that a facilitator has been identified.

Gary Ambrose provided an update to the CSB Board Ad Hoc Fee Policy meeting reporting matters discussed included the impact of Medicaid Expansion and ECO (Emergency Custody Order) billing, both the fee and subsidy related Regulation and Policy, The Fee Schedule, and the 2018 Ability to Pay Scale. Further meetings are scheduled for August 20, 2018 and September 10, 2018. Submission of the revisions for Board approval is scheduled for the October 2018 board meeting.

8. Action Item

A. *Behavioral Health Oversight Committee Associate Member Approval*

Gary Ambrose, noting the annual appointment of Associate Members is provided in the CSB Bylaws, and further noting the list of proposed Associate Members was submitted to the Board at the June meeting, offered a motion to approve the list of FY 2019 Behavioral Health Oversight Committee Associate Members, which was seconded and approved.

B. *Developmental Disabilities Committee Associate Member Approval*

Jane Woods, noting the inaugural appointment of Associate Members to the Developmental Disabilities Committee, also provided to the full board at the June CDB Board meeting, made a motion to approve the list of FY 2019 Developmental Disabilities Associate Members, which was seconded and approved.

C. *Establish Ad Hoc Legislative Committee*

Suzette Kern offered a reminder of the pending employment, August 6, of a Public Policy/Legislative Liaison to assist the Board with legislative efforts. Ken Garnes

having agreed to chair the committee, provided some background on the establishment of an Ad Hoc Legislative Committee, soliciting volunteers from the members. Suzette Kern, Rachna Sizemore Heizer, and Jennifer Adeli volunteered to serve, following which Bettina Lawton made a motion to establish an Ad Hoc Legislative Committee, which was seconded and approved.

9. Information Item

A. *CSB Board Review 2019 Human Service Issues Paper*

Suzette Kern distributed copies of the revised Human Services Issue paper, noting an electronic copy had been emailed and requesting that recommendations be submitted to Erin Bloom no later than August 8, 2018. Daryl Washington clarified that the Human Services Issue Paper review and update is an annual process engaged in by the CSB and other county human services programs that informs development of the Human Services section of the Fairfax County Legislative Program. The resulting publication supports legislative advocacy by the BoS and the CSB Board. The final draft, edits showing, are submitted to the County Legislative Office for further review and revision

B. *FY 2018 CSB Fiscal Oversight Committee End of Year Report*

Captain Cachuela provided background to the Report noting it is developed annually by the Fiscal Oversight Committee members in collaboration with CSB staff. The report, which is submitted to the BoS and the Mayors of the Cities of Fairfax and Falls Church, highlights accomplishments of the previous fiscal year and plans for the following fiscal year. Review and revisions continue through June and July. The final proposed draft is submitted to the full Board in August, with the caveat that some data will not be available until early September. Therefore, request for submission will include a reminder that the Report will receive some final data before submission in early September.

11. Director's Report

Daryl Washington provided several updates to recent CSB activities including the following:

- Updates to personnel activities include:
 - April Reed was recently hired to fill the position as Executive Assistant to the Executive Director.
 - The Revenue Cycle Manager is scheduled to begin employment August 6, 2018.
 - Effective July 1, 2018 is the completed transition of DAHS (Department of Administration for Human Services) staff to become CSB staff, and transition of the Infant & Toddler Connection (ITC) program to the Department of Family Services (DFS).
- Referring to the hospital bed crisis discussed at previous meetings, Mr. Washington confirmed that some alleviation has been reported, attributed to staff efforts that include:

- Discharge planners and the ‘bed-finding’ staff have worked diligently to locate available bed space, reporting that the CSB has discharged more individuals in the past half year than any other Virginia CSB.
 - Woodburn Place Crisis Care has the highest utilization of bed space in the region, illustrating the tremendous efforts of the Crisis Care staff.
 - Mr. Washington confirmed he is developing drafting talking points for board members to use when discussing this crisis with their District Supervisors.
 - On July 27th, there will be a meeting attended by the Northern Virginia Region Executive Directors, private hospital Executive Staff, and some staff representing DBHDS to discuss possible collaborative solutions to alleviate the hospital bed crisis.
- Providing an update to the July 23, 2018 WIN (Welcoming Inclusion Network) meeting, Mr. Washington reported Supervisor John Cook, the Sponsoring Chair, provided some guidance for next steps requesting that the workgroups focus on developing a tier of options for sustainable future funding of Employment and Day Services. Mr. Washington offered a reminder that the tiers must be developed, revised, and finalized as needed in preparation for a scheduled presentation to the BoS in December. Ms. Kern recommended to Mr. Washington that when the presentation is made to the BoS, that it be made by a team consisting of Mr. Washington, Lori Stillman (the WIN chairperson) and an active community member from the WIN group.
 - Directing attention to the Board folder, Mr. Washington highlighted the updated Community Services Performance Contract Timeline noting the final financial data has been received and added to the Contract in preparation for the final steps, some of which include posting the proposed Contract for the required 30-day public comment period, followed by submission for approval by the BoS, and submission to DBHDS.
 - Also included in the Board materials, was a flyer for individuals seeking additional information on Medicaid Expansion. The flyer, that can also be provided in poster size, provides information on eligibility as well as other information. A robust discussion regarding implementation and possible financial impact ensued.
 - Confirming ongoing monthly meetings with CSB staff, individuals receiving services and their families, an update to recent efforts related to the Springfield site closure was provided. Highlights included:
 - All transitioning staff have been advised of relocation details acknowledging that staff is being transitioned to Merrifield, Gartlan, or South County. The information conveyed to staff included specific room, cubicle, or office assignment.
 - Clients and families are also being advised of transition plans including acknowledgement of ongoing transportation arrangements. Relocation efforts for CRSP (Community Readiness Support Program) are also provided, reporting that as space at the Merrifield Center is being modified to accommodate the specific needs of the individuals served. Transition plans include interim arrangements to ensure no interruption in service during the move.

- Mr. Washington confirmed that the youth program staff and clients will transition first, followed by the adult program staff and clients.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 6:20 p.m.

Actions Taken--

- ◆ The July 25, CSB Board Meeting Agenda was approved
- ◆ The June 27, 2018 CSB Board meeting minutes were approved.
- ◆ Associate Members of the Behavioral Health Oversight and Developmental Disabilities Committees were approved.
- ◆ An Ad Hoc CSB Fee Policy Review Committee was established.

August 22, 2018

Date



Staff to Board