



# Community Services Board

## FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD

Suzette Kern, Chair

Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA 22031

Level 1 - Room 308 A/B

Wednesday, July 25, 2018, 5:00 p.m.

- |     |  |   |           |
|-----|--|---|-----------|
| 1.  | <b>Meeting Called to Order</b>   | Suzette Kern  | 5:00 p.m. |
| 2.  | <b>Recognition</b>   | Suzette Kern  |           |
| 3.  | <b>Matters of the Public</b>   | Suzette Kern  |           |
| 4.  | <b>Amendments to the Meeting Agenda</b>                                    | Suzette Kern  |           |
| 5.  | <b>Approval of the minutes for the June 27, 2018 CSB Board Meeting</b>     | Suzette Kern  |           |
| 6.  | <b>Presentation- Housing</b>   | Thomas Fleetwood, Dir. Fairfax Co. Dept. of Housing and Community Development |           |
| 7.  | <b>Matters of the Board</b>  |   |           |
| 8.  | <b>Committee Reports</b>   |   |           |
|     | A. Behavioral Health Oversight Committee                                   | Gary Ambrose  |           |
|     | B. Compliance Committee  | Suzette Kern  |           |
|     | C. Developmental Disabilities Committee                                    | Sheila Jonas/Jane Woods   |           |
|     | D. Fiscal Oversight Committee  | Basilio 'Sonny' Cachuela, Jr.   |           |
|     | E. Other Reports   |   |           |
|     | • Ad Hoc CSB Board Member Retreat Planning Committee                       | Suzette Kern  |           |
| 9.  | <b>Action Items</b>  |   |           |
|     | A. Behavioral Health Oversight Committee Meeting Associate Member Approval | Gary Ambrose  |           |
|     | B. Developmental Disabilities Committee Associate Member Approval          | Jane Woods/Sheila Jonas   |           |
|     | C. Establish Ad Hoc Legislative Committee                                  | Suzette Kern  |           |
| 10. | <b>Information Items</b>   |   |           |
|     | A. CSB Board Review 2019 Human Services Issues Paper                       | Daryl Washington  |           |
|     | B. FY 2018 CSB Fiscal Oversight Committee End of Year Report               | Basilio 'Sonny' Cachuela, Jr.   |           |
| 11. | <b>Director's Report</b>   |   |           |
|     | • Springfield Site Closure   | Daryl Washington  |           |
| 12. | <b>Adjournment</b>   |   |           |

# Fairfax-Falls Church Community Services Board

June 27, 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; Thomas Burger; Basilio ‘Sonny’ Cachuela Jr.; Ken Garnes; Sheila Coplan Jonas; Bettina Lawton; Molly Long; Edward Rose; Nancy Scott; Diane Tuininga; and Jane Woods

The following CSB members were absent: Gary Ambrose; Paul Luisada; and Adrienne Walters

The following CSB staff was present: Daryl Washington; Michael Lane; Mark Blackwell; Lucy Caldwell; Marissa Farina-Morse; Jean Hartman; Evan Jones; Victor Mealy; Lisa Potter; Lyn Tomlinson; and Barbara Wadley-Young

## 1. Meeting Called to Order

Suzette Kern called the meeting to order at 5:03 p.m.

## 2. Recognition

Molly Long, resigning from the Board effective this month, was presented with a plaque honoring her many contributions to the Board. Suzette Kern read from the plaque, adding her thanks and the thanks of the Board and the CSB for Molly’s accomplishments, including Chairing the Legislative Committee.

Jean Hartman announced her retirement from the CSB following 29 years of service with the CSB. Ms. Kern presented Ms. Hartman with a celebratory plaque, reading the sentiments aloud to share them with all meeting attendees, adding the gratitude of the Board for the collaboration, insight, and true dedication of Ms. Hartman towards the individuals served.

G. Michael Lane accepted a promotion to head the newly formed Office of Strategy management (OSM) effective July 7, 2018. A congratulatory plaque was presented to Mr. Lane paying tribute to his many accomplishments during his tenure as Director of Administrative Operations. In addition, Board members Captain Basilio ‘Sonny’ Cachuela Jr, Ken Garnes, Bettina Lawton, and Suzette Kern added praise and congratulations on his new position.

## 3. Matters of the Public

None were presented.

## 4. Amendments to the Meeting Agenda

The agenda was provided for review and approved as presented.

## 5. Approval of the Minutes

Draft minutes of the May 23, 2018 meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no suggestions for revision were offered, Edward Rose made a motion for approval, which was seconded and passed.

## 6. Matters of the Board.

Daria Akers reported taking part in a June 2018 NAMI (National Alliance on Mental Illness) presentation before Parole Officers and Sheriff's Deputies working in the Pre- Release Center (PRC).

Diane Tuininga directed attention to the 17<sup>th</sup> Annual Pathway to Wellness Conference flyer in the Board materials. Noting the theme of the conference is "*Embracing Our Best Selves*" the date of the conference was announced for October 12, 2018 at the Government Center. Additional information will be provided as it becomes available.

Suzette Kern reported that Braddock District Supervisor John Cook had appointed Rachna Sizemore Heizer to the CSB Board seat just vacated by Molly Long. Noting that Ms. Heizer recently attended a New CSB Board Member Orientation, Ms. Kern offered that although Ms., Heizer was not able to attend the June meeting, she has indicated an interest in joining the Developmental Disabilities Committee.

## 7. Committee Reports

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

Suzette Kern provided an update to the June meeting in the absence of Gary Ambrose. Meeting details included:

- Gary Ambrose was unanimously re-elected to the position of Committee Chair.
- A brief overview of the nomination and approval process had been offered by Mr. Ambrose, following which the FY 2019 Behavioral Health Oversight Committee Associate Members list was endorsed.
- Following the new procedure of Associate Members presentations, Ginny Atwood with the Chris Atwood Foundation provided a history of the establishment of the foundation. Current efforts include broad support of Substance Use Disorder recovery, extensive access to Naloxone, and comprehensive legislative advocacy. Additionally, it was noted the foundation offers scholarships for placement in Recovery Homes.

**The next BHOC meeting is scheduled Wednesday, July 11, 5:00 p.m. at the Merrifield Center, Level 1-Room 308A/B.**

### B. *Compliance Committee*

Suzette Kern provided a brief overview of the first Compliance Committee meeting that included the purpose and function of the Committee as well as a review of the Committee Charter and Policy. The July meeting agenda includes a demonstration of some new tracking software '*ComplyTrack*' to be provided at that month's meeting.

**The next Compliance meeting is scheduled for Wednesday, July 18, 5:00 p.m. at the Merrifield Center, Level 1-Room 308A/B**

### C. *Developmental Disabilities (DD) Committee:*

Sheila Jonas provided highlights of the April meeting including:

- At the provider roundtable, 16 volunteer Associate Member agencies were endorsed as nominees to the Developmental Disabilities Committee. Attendees introduced themselves and included a brief synopsis of the services

each offered. Ms. Jonas noted the introductions highlighted the myriad services available to assist the needs of individuals in the DD population.

- CSB staff Evan Jones, Jean Post, Barbara Wadley-Young, and Victor Mealy provided staff updates. At Ms. Jonas' urging, Mr. Evans provided a report to recent activities including participation on a state committee addressing proposed adjustments to Medicaid Waiver Rates. Proposals included increases to personnel costs to address no Cost of Living Adjustment (COLA) or Contract Rate Adjustment (CRA) provision in some time. This proposal is projected at a cost of approximately \$30M, divided equally between state and federal/CMS funding.

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

*D. Fiscal Oversight Committee:*

Captain Basilio 'Sonny' Cachuela, Jr provided an update to the April meeting noting a full agenda. Some highlights included:

- The year-end balance is projected to be significant, attributed to savings in compensation and fringe benefits, accumulated over the past several years.
- FY 2018 Carryover requests were reviewed, some of which are STEP-VA, Opioid Task Force, Medicaid Expansion, and CCC+ (Commonwealth Coordinated Care Plus). Requests are due to DMB (Department of Management and Budget) by July 5, 2018, with formal approval due from the Board of Supervisors (BOS) on September 18, 2018.
- Staff has begun development of the FY 2018 End of Year report that will be distributed to the BOS and the cities of Fairfax and Falls Church by the end of August.
- The FY 2019- FY 2020 Budget Guidance was discussed noting the importance of the County Strategic Plan being developed by County Executive Bryan Hill. It was noted that Mr. Hill plans to establish a stakeholders group to encourage community involvement in developing the Plan that is anticipated to be completed in January 2020. Reporting that Employment and Day Services was highlighted in the Budget Guidance, it was noted that DMB and Human Services Agencies are working with the WIN (Welcoming Inclusion Network) Stakeholders Group to develop funding options.
- As of June 9, 2018, there are 107 General Merit Vacancies including six positions added in the third quarter. Additional vacancies include both Deputy Director Positions, and several from the areas of Compliance and Fiscal
- Diversion First update included a report of 184 Emergency Custody Orders (ECOs) issued in May noting a continued increase is anticipated. Additionally, the soft launch of a co-respondent pilot program embedding a Mobile Crisis Unit with first responders in the Sully District was reported.

**The next meeting is Friday, July 20, 9:00 a.m. at the Pennino Building, Room 836A.**

D. *Other Matters*

Suzette Kern announced details of for the CSB Board Member Retreat as Saturday, September 29, 2018 noting a Planning Committee would be established later in the meeting.

Ms. Kern also announced that Paul V. Luisada, MD, representing the Mt. Vernon District had notified Ms. Kern earlier in the day of his resignation citing personal reasons.

8. Action Item

A. *Approval of CSB Policies #1108 and #1400*

Suzette Kern offered a reminder that CSB Board Policies #1108, Performance Director of Executive Director and #1400, Executive Director, had been posted for public comment following approval of proposed revisions at the June CSB Board meeting. Opening the floor for further recommendations and noting none were forthcoming, the floor was closed.

Edward Rose offered a motion to approve the submitted CSB Board Polices as revised, which was seconded and unanimously passed.

B. *CSB Board Officer Elections*

Ken Garnes offered a reminder that the following board members were nominated to the FY 2019 CSB Officer Nominating Committee in April; Ken Garnes, Captain Basilio ‘Sonny’ Cachuela, Jr, and Gary Ambrose. The current slate of officers including Suzette Kern, for Chair, Bettina Lawton, for Vice Chair, and Edward Rose, for Secretary, agreed to serve for a second term as allowed by the CSB Board Bylaws.

The floor was opened for further nominations. Noting none were forthcoming, the floor was closed. Ken Garnes moved to approve the full slate as detailed, which was seconded and unanimously approved.

C. *Establish Ad Hoc CSB Board Member Retreat Planning Committee*

Suzette Kern, announced the initial meeting was scheduled for Friday, July 6, 2018 at 10:00 a.m. at the Merrifield Center. It is anticipated that this will be a one-time meeting, primarily to set the agenda, encouraging all interested members to please attend.

Edward Rose offered a motion to approve establishment of an Ad Hoc CSB Board Member Retreat Planning Committee, which was seconded and passed.

D. *FY19 – FY20 Community Services Performance Contract*

Lisa Potter noting a delay in delivery of the FY 2019 – FY 2020 Community Services Performance Contract further noted that the funding allocations received with the Contract lacked the regional funding allocations of approximately several million dollars. The missing allocations have not yet been received, therefore, it is not possible to provide accurate projections. Once received, the contract will be updated and the Regional Partners consulted.

The request before the Board is to approve posting of the Contract for the required 30-day public comment period, following revision to include the new regional data. Ms. Potter highlighted that the Board Item includes a paragraph *Administrative Requirements* that highlights the changes from last year's contract, further noting that more detailed information may be obtained by accessing the provided link to the Cover Memo.

Bettina Lawton made a motion to approve posting for a 30-day public comment period for the FY 2019-FY 2020 Community Services Performance Contract, once all allocations of state and federal funds have been received, reviewed and accepted

#### 9. Information Item

##### A. *Behavioral Health Oversight Committee Associate Member Nominations*

Suzette Kern, in the absence of Committee Chair Gary Ambrose, referred members to the Board Item included in the materials, highlighted the list of 20 agencies that volunteered to become or remain Associate Members of the Behavioral Health Oversight Committee. The Board will vote to approve the list of nominated agencies at the July CSB Board Meeting.

##### B. *Developmental Disabilities Committee Associate Member Nominations*

Jane Woods, noting that this is the inaugural effort to add Associate Members to the Developmental Disabilities Committee, referred members to the Board Item list of 16 agencies that volunteered to become Associate Members. The Board will vote to approve the list of nominated agencies at the July CSB Board Meeting.

#### 10. Peer Support Program Review

Mark Blackwell provided an overview of the Peer Support Program beginning with the SAMHSA (Substance Abuse and Mental Health Services Administration) definition of recovery as “*A process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential*”. Drawing attention to copies of the slide presentation provided in the Board materials, Mr. Blackwell provided additional information, some highlights of which included:

- The Certified Peer Specialist Training program was designed by and for peers and is codified in the Commonwealth of VA. An overview of the program was provided to include:
  - There are currently six CSB Peer Specialists qualified to train the 72-hour Certified Peer Specialist training class, reporting approximately 100 individuals have been trained in the last year.
  - There is a requirement of 500 hours of Supervised Peer Support Services, a number of paid internships have been established to assist with this requirement.
  - Peers must take a state-sponsored test that is administered by the Virginia Certification Board.

- Noting that employment is considered a key component of recovery, Mr. Blackwell reported that peers have been employed in Emergency Services for approximately 10 years, supporting this critical need.
- The Office of Consumer and Family Affairs works with peers to develop a Professional Development Plan to assist employed peers with honing their professional skills, working within the practice guidelines, and to remain very cognizant of the ethical standards.
- The Laurie Mitchell Empowerment & Career Center (LMECC) provides supportive employment services in support of the CSB employment team. In response to a request, they are initiating a recovery oriented employment readiness program designed to help people develop the business acumen needed to get and keep a job.
- Attention was directed to the organizational charts provided in the materials highlighting the various positions throughout the CSB that are filled by Peers, noting that the vacant positions are so indicated.

Copies of the slides provided at the meeting will be forwarded to the Board members.

### 11. Director's Report

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

- Referring to the literature on the left side of the Board folder, the three flyers provided information on three upcoming events including 1) the Developmental Disability Housing Fair on August 8<sup>th</sup>, 2) the opening of the Fairfax County RAD Housing Waitlist, noting the waitlist has been closed for the last 10 years and will only be open for a limited time, July 10<sup>th</sup> through July 23<sup>rd</sup>. Staff is attending webinars in preparation for assisting individuals in registering, and 3) the 17<sup>th</sup> Annual Pathways to Wellness Conference, October 12<sup>th</sup> announced earlier.
- An RFP (Request for Proposal) has been released, involving HCSIS (Health Care Services Information System), part of the Health and Human Services IT Roadmap. This is for a review of the Health Care Information System, examining an integrated approach to health care information together with various County agencies that provide health care including the CSB, the Health Department, the Fire Department, and the Sheriff's Office.
- Medicaid Expansion was approved effective January 1, 2019. Budget negotiations are ongoing, more information will be provided once available.
- Providing an update to Jail Based Services, Mr. Washington reported the BAA (Business Associate Agreement) has been signed by the CSB, and the accredited body, the National Commission on Correctional Healthcare (NCCHC). The fully executed BAA is anticipated to initiate the full execution of the pending MOU (Memorandum of Understanding) with the Sheriff's Office. BAA's with additional accrediting bodies are in process.
- Referencing handouts in the materials, Mr. Washington reviewed the information on the critical bed shortage in the state hospital system. It was highlighted that a critical

component of the shortage is the lack of ‘willing’ beds in private psychiatric hospitals attributed to the individual’s clinical profile. Further impact is the increase in Temporary Detention Orders (TDO’s) combined with legislation requiring state hospitals to provide a bed of last resort. Mr. Washington confirmed that County Executive Bryan Hill and Deputy county executive Tisha Deeghan are also closely monitoring this situation. An engaged discussion ensued.

- Suzette Kern requested some talking points for further discussion with their District Supervisors. These will be developed and emailed to the full board at the earliest opportunity.
- Ken Garnes offered a reminder that the CSB is in the process of hiring a Public Policy/Legislative Analyst who will work closely with the Board on legislative matters including concerns of this type to address in visits with representatives.
- A reminder was offered that Mr. Washington will be out of the office on leave beginning July 1<sup>st</sup> and returning on July 12<sup>th</sup>. Additionally, Michael Lane’s last day with the CSB is July 6<sup>th</sup>. Therefore, Mr. Lane will act as Executive Director July 1<sup>st</sup> through the 6<sup>th</sup> and Lyn Tomlinson will be Acting Executive Director July 7<sup>th</sup> through July 11<sup>th</sup>.
- Michael Lane provided an update to the Springfield site closure including:
  - 12 staff are scheduled to move to Merrifield, including seven youth staff and five adult staff.
  - Efforts are ongoing to identify where staff will be temporarily placed as negotiations with FMD (Facilities Management Department) and DMB for space reconfiguration are finalized.
  - Regularly scheduled staff and client meetings are ongoing, attended by Lyn Tomlinson and Jean Hartman. The next meeting is scheduled for July 10<sup>th</sup>.

## 12. Closed Session

At 6:48 p.m. a motion was offered, seconded and passed to meet in closed session for discussion of personnel matters pursuant to the Virginia Freedom of Information Act, Virginia Code §2.2-3711 (A)(1)

The Board reconvened the open session at which time a motion was offered, seconded and passed, certifying to the best of the Board's knowledge that only public business matters lawfully exempted from open meeting requirements prescribed by the Virginia Freedom of Information Act and only such public business matters identified in the motion to convene a closed meeting, were heard, discussed or considered by the Community Services Board in closed session.

There being no further business to come before the Board, a motion to adjourn was offered, seconded and carried. The meeting was adjourned at 7:40 p.m.

Actions Taken--

- ◆ The May 23, 2018 CSB Board meeting minutes were approved.
- ◆ CSB Board Policies #1108 and #1400 were approved.
- ◆ FY 2019 CSB Board Officers were re-elected for a second term
- ◆ An Ad Hoc CSB Board Member Retreat Planning Committee was established.
- ◆ The Board approved posting of the FY 2019 – FY 2020 Community Services Performance Contract for a 30-day public comment period.

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Date

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Staff to Board

DRAFT

Fairfax-Falls Church Community Services Board  
Compliance Committee  
June 20, 2018

The Compliance Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

The following Committee members were present: Suzette Kern, Chair; Gary Ambrose; Captain Basilio ‘Sonny’ Cachuela Jr.; Ken Garnes; Bettina Lawton; and Edward Rose

The following staff was present: Daryl Washington, Michael Lane, Luann Healy and Cindy Tianti

1. Meeting Called to Order

The meeting was called to order at 4:00 p.m.

2. Review of Meeting Notes

Meeting notes of the May 16, 2018 CSB Board Ad Hoc Compliance Committee were provided to offer committee members not able to attend the Ad Hoc Committee meeting an opportunity for review and discussion.

3. Review of the Committee Charter and Purpose

The proposed Committee Charter was provided for Committee review and recommendation. Following Committee recommendation, the word “corporate” was removed from the charter so that all references to the Committee would no longer be written as ‘Corporate Compliance Committee’. This recommendation was unanimously supported by all committee members present.

4. Compliance Overview

Luann Healy provided an overview of the Compliance program, referencing the program handouts included in the meeting materials. Recognizing that Compliance and Ethics are often used interchangeably or in concert, Ms. Healy offered clarification to the differences noting that Compliance is a culture and a “concept”- it is designed to prevent, find, and fix ethical and regulatory problems/issue. Alternatively, an ethical culture is when integrity is ingrained at all levels of the organization and its part of how the company defines itself and operates. Further clarification to the Compliance program included:

- A Compliance program is a living/breathing entity constantly improving and evolving with the strategic plan of the organization and the changes in Healthcare; it is not regulations on a website or in a binder on the shelf, it is always in process and never finished
- Referring to the webpage screen shots provided in the meeting materials, it was noted that a wheel is used to illustrate the Compliance Program Seven Elements of Compliance/Compliance Plan/Compliance (follow the rules) & Ethics (do the right thing) Programs. It was clarified that these are separate but interdependent programs; one must have the other.

Ms. Healy provided an overview of the Types of CSB Reports handout provided in the meeting materials. It was confirmed that the CSB would begin use of ComplyTrack, a web-based software program built for healthcare to improve current tracking procedures and to provide a wide array of reports. An engaged discussion ensued.

Directing attention to the Organizational Chart, Ms. Healy highlighted the vacant positions, clarifying the purpose of the each including the identified responsibilities and recruitment status of each position including the following:

- Certified Compliance Manager will be directly supervised by Luann and will supervise the QA Compliance Manager, the Regulatory Compliance Manager, and the Risk Manager. This position will also provide ongoing compliance education to staff as needed.
- The QA Compliance Manger provides compliance support at CSB locations as needed including performance of ongoing reviews.
- The Regulatory Manager monitors and advises on matters related to Medicaid and Medicare as well as performing reviews related to four identified areas of concern that may include High-Risk issues, HIPAA (standards), new program implementation, and matters related to the Department of Justice (DOJ) Settlement.
- The Risk manager monitors and responds to matters concerning Human Rights and Incidents, including investigations.

It was further noted that creation of the vacant positions included re-purposed, re-classified existing CSB positions as well as some that were newly created.

5. Design of the CSB Internal Committee

Responding to an inquiry regarding development of the CSB Internal Compliance Committee, Michael Lane clarified that identification of internal committee participation is being developed. Current plans include members representing Compliance, Informatics, Fiscal, County Legal Counsel, and more as deemed appropriate. Additionally, recurrence of the committee meetings is being decided. Mr. Lane confirmed that results of the Internal Compliance Committee will be conveyed to the CSB Board Compliance Committee.

6. Review of CSB Board Policy 2300, Compliance Program

Suzette Kern directed attention to a copy of CSB Board Policy #2300 *Corporate Compliance Committee* provided in the meeting materials for committee member review. Following review of the policy, it was recommended to remove all references to ‘Corporate’ from the policy and the committee charter. Additionally, text was added creating a #5 bullet point intended to strongly connect the Board Policy to the Compliance Committee Charter. These revisions were applied and the policy accepted as revised. The revised policy will be presented to the CSB Board as an agenda item at the June meeting for board member review and approval to post for public comment.

7. Next Steps

Luann Healy will provide further information on high-risk area identification and review. A demonstration of ComplyTrack software will be provided.

There being no further business to come before the Executive Committee, the meeting was adjourned at 4:55 p.m.

Actions Taken –

- Notes of the May 18, 2018 Ad Hoc Compliance Committee were reviewed.

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July 18, 2018  
Date Approved



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Staff to the Board

Fairfax-Falls Church Community Services Board  
Developmental Disabilities Committee

June 6, 2018

The Developmental Disabilities Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

The following Committee members were present: Sheila Coplan Jonas, Co-Chair; Jane Woods, Co-Chair; Daria Akers; Suzette Kern; and Thomas Burger.

The following staff was present: Lucy Caldwell, Evan Jones, Victor Mealy, Jean Post, and Barbara Wadley-Young

Guests in Attendance: Blen Abraham and Biniam Solomon, Thrive Health Care Services, LLC.; Dennis Brown, ServiceSource; Michelle Brownlee, Linden Resources; James Campbell, Community Systems, Inc.; Sharon Denisar, FCPS; Mark Gross, citizen; Norma Israel, Resources for Independence of VA (RIVA); Pam Jaikaran, Job Discovery, Inc.; Donald Jones, Community Concepts/Community Visions; Susan Keenan, Community Living Alternatives; Diane Monnig, The Arc of No. VA.; April Pinch-Keeler and Ashley Welch, MVLE, Inc.; Holly Rhodenhizer, Lutheran Family Services of VA.; Stephen Toth, ServiceSource, Family and Friends

1. Meeting Called to Order

Jane Woods called the meeting to order at 5:32 p.m.

2. Welcome and Introductions

Attendees were welcomed and invited to join staff and committee members at the main table, following which, introductions were offered by all.

3. Approval of the Agenda and Minutes

As no changes to the June 2018 agenda were recommended the agenda was accepted as presented.

Notes for the April 2018 Developmental Disabilities Committee meetings were presented for review. As no recommendations were forthcoming, Suzette Kern recommended acceptance of the notes as presented following which, they were unanimously accepted.

4. Matters of the Public

Mark Gross, Fairfax County citizen, requested clarification and advocacy regarding any impact to baseline CSB funds when new waivers to supporting housing and employment services are initiated.

5. Matters of the Committee

Jane Woods provided information on the Project-Based Voucher Housing Program, noting that this program has been closed since 2007. Reporting that there are 1,060 housing units

available in Fairfax County, Ms. Woods noted the vouchers will be awarded via a lottery system, further noting that assistance with enrollment will be offered at numerous public locations throughout the county. The enrollment period is from July 10<sup>th</sup> through July 23<sup>rd</sup>, with the selection process anticipated to begin 10-14 days afterward, indicating that first award notices will be sent out in mid-August. Information on The Housing Choice (Section 8) Voucher program is expected to be available later this summer.

#### 6. Provider Roundtable

Ms. Woods offered a reminder of the proposal at the April meeting asking the agency representative present if there was an interest in becoming Associate Members to the Developmental Disabilities Committee. Agencies that are included in the DD Committee email lists were contacted with a request to confirm Associate Membership nomination if interested. Distributing a list of the 16 agencies responding positively, Ms. Woods offered a further opportunity for Associate Membership. Receiving no further requests, the list, as presented, was put forth for acceptance by Suzette Kern, and was unanimously accepted by the committee members present for recommendation to the full CSB board.

#### 7. Staff and Agency Updates

Evan Jones provided several updates to recent activities of the CSB including:

- A reminder that Daryl Washington accepted the position of CSB Executive Director. Mr. Washington's previous position of Deputy Director of Clinical Operations is being actively recruited.
- Michael Lane recently accepted a position as Director of the newly established Office of Strategy Management. The position of Deputy Director of Administrative Operations is also being actively recruited.
- In anticipation of Jean Hartman's pending retirement, interviews for her position have been scheduled.
- Additional recruiting efforts include three Fiscal leadership positions.
- The FY 2019 County Budget was approved May 1, 2018. It was confirmed that the funding reserve for the Special Education Graduates Employment and Day Services was included.
- The VA Commonwealth budget has been passed by the Senate and the House, with the Governor's signature pending final review. It is anticipated that the Governor will sign no later than June 15<sup>th</sup>.
- Directing attention to the chart provided in the meeting materials, Mr. Jones noted the data included totals for July 2018 to present. The data provided the total number of individuals assigned services with a separate chart illustrating the number of DD individuals assigned. Mr. Jones noted that of the approximately 90 individuals graduating in 2018, an estimated half are entering Day Support, with the remaining graduates seeking employment services. It was further noted that formatting of the chart is still being finalized.
- In response to a question, Mr. Jones provided an update and brief description of a state established workgroup with a goal of ensuring committee familiarization. The

workgroup was created to evaluate the administration of funding for Long Term Employment Support Services (LTESS)/Extended Employment Services (ESS), ensuring that it adheres to the requirements of the Workforce Innovation & Opportunity Act (WIOA). Ms. Woods requested the committee receive regular updates as available. A robust and engaged discussion followed.

- Jean Post distributed a report that included ID/DD summary data for Quarter 3 of FY 2018 for the Northern Virginia Regional Projects office. Ms. Post reviewed each page, highlighting the Fairfax data. Additionally, Ms. Post offered a reminder of two crisis treatment homes located in Culpeper, VA, that had been discussed at a previous meeting. The homes are designed to provide youth crisis treatment and adult transitional housing. Ms. Post confirmed that following the correction of some construction delays, the completion date remains early 2019.
- Barbara Wadley-Young provided an update to Residential Services activities reporting a partnership with local CSB's including Alexandria, Arlington, Loudoun, and Pence William, the Department of Behavioral Health and Developmental Services (DBHDS), and the Northern Virginia Regional Projects Office on an upcoming Developmental Disability Housing Fair, August 8, 2018, noting Save the Date notices have been sent. It was also reported that a survey is being developed to determine which agencies may wish to be involved and to what extent, noting this will include an estimated 20 new providers in Northern Virginia.
- Victor Mealy reported that the number of new waiver slots remains unknown noting that as of June 2018, there were 2,258 individuals on the waitlist in Fairfax County with 561 in Priority One status. Additionally, it was noted that approximately 531 individuals are engaged in the intake process providing eligibility information in anticipation of the new waivers being released once the State budget is signed by the Governor. Fairfax County has a current total of 1,116 waiver slots.
- It was further reported there is an ongoing effort among VA CSB's to develop a 'bridge' between their individual CSB Electronic Health Record systems and the DBHDS data collection program WAMs (Virginia Waiver Management System). This is in an effort to avoid requiring dual entry of all waiver eligibility information. A resolution is enthusiastically anticipated.

#### 8. Announcements

Dennis Brown reported on a DBHDS established workgroup titled Provider Issues Resolution Workgroup (PRIW), scheduled to work through summer 2018. There are three sub-workgroups to address 1) Rate Methodology and Reform, 2) Over Regulation, and 3) Service Delivery. Mr. Brown and Evan Jones are serving on the Rate workgroup.

Diane Monnig announced the Arc of Virginia fundraiser *Dine Out for People with Disabilities* at Clare and Don's Beach Shack on Thursday, July 19, 2018.

June 16 – Community Residence EmbRACE: Burke Lake Park,

June 25-28 – AAIDD Conference

Evan Jones provided an overview of the Welcoming Inclusion Network (WIN) meetings and background. Mr. Jones reported four smaller workgroups have been developed to address

1) Employment, 2) Service Design, 3) Inclusion, and 4) Communication, with a goal of presenting conclusions to the CSB Board and the Board of Supervisor in Fall 2018. The next WIN meeting is scheduled for Monday, July 9 at the Government Center in rooms 9 & 10. Attendance by all, including residential agencies, was encouraged.

There being no further business, the meeting was adjourned at 7:00 p.m.

Actions Taken –

- Acceptance of the April 4, 2018 DD Committee meeting notes
- Acceptance to recommend the proposed Associate Membership list

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Date Approved

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Clerk to the Board

DRAFT

CSB Behavioral Health Oversight Committee Associate Members

Recommended Motion

I move that the Board accept the following as FY 2019 Associate Members of the standing Behavioral Health Oversight Committee:

- a. Advisory Board for the Joe and Fredona Gartlan Center
- b. The Brain Foundation
- c. The Chris Atwood Foundation
- d. Community Residences, Inc.
- e. Concerned Fairfax
- f. Dominion Hospital
- g. INOVA Health System
- h. Intensive Community Outreach
- i. Laurie Mitchell Empowerment & Career Center
- j. Multicultural Clinical Center
- k. NAMI Northern Virginia
- l. National Counseling Group
- m. No. VA. Mental Health Foundation
- n. NW Center for Community MH Adv. Bd.
- o. Oxford House/Virginia Outreach Services for Northern VA.
- p. Pathway Homes
- q. PRS, Inc.
- r. Recovery Program Solutions of Virginia (RPSV)\*
- s. Second Story
- t. ServiceSource, Inc.

\*Consumer Wellness Center of FC

\*Merrifield Peer Resource Center

\*Reston Wellness Center

\*South County Recovery and Drop-In Center

Background

As part of the annual appointment of Associate Members as outlined in the CSB Bylaws, the nominations of FY 2018 Associate Members of the Behavioral Health Oversight Committee were provided at the June 2018 CSB Board meeting for consideration along with notice that a motion for approval would be presented at the July meeting.

CSB Board Member

Gary Ambrose, Chair, Behavioral Health Oversight Committee

CSB Developmental Disabilities Committee Associate Members

Recommended Motion

I move that the Board accept the following as FY 2018 Associate Members of the standing Developmental Disabilities Committee:

- a. Arc of Northern Virginia, The
- b. Career Support Systems, Inc.
- c. Chimes Virginia
- d. Community Concepts, Inc.
- e. Community Living Alternatives
- f. Community Residences, Inc.
- g. Community Systems, Inc.-VA
- h. ECHO
- i. Langley Residential Support Svcs
- j. Linden Resources
- k. Lutheran Family Services of Virginia, Inc.
- l. MVLE
- m. Resources for Independence of Virginia., Inc.
- n. ServiceSource
- o. Thrive Health Care Services, LLC
- p. Work Opportunities Unlimited

Background

As part of the annual appointment of Associate Members as outlined in the CSB Bylaws, the nominations of FY 2019 Associate Members of the Developmental Disabilities Committee were provided at the June 2018 CSB Board meeting for consideration along with notice that a motion for approval would be presented at the July meeting.

CSB Board Member

Sheila Jonas, Co-chair Developmental Disabilities Committee  
Jane Woods, Co-chair Developmental Disabilities Committee

Establish Ad Hoc Legislative Committee

Issue

Approval to establish an Ad Hoc Legislative Committee.

Recommended Motion:

I move that the Fairfax-Falls Church Community Services Board approve conversion of the Legislative Committee, a standing committee, to an Ad Hoc Committee

Background

In recognition of the upcoming legislative season, it was proposed that an Ad Hoc Legislative Committee be established to address the varied legislative activities in which the Board engages.

As outlined in the CSB Bylaws, Article VII, Section 3, Ad Hoc Committees may be established by the full Board as needed. Those Committees may be established to address any issue for which the full Board determines that the subject matter or issue cannot be adequately addressed by the Standing Committees. The members of each Ad Hoc Committee shall elect one of their members as Chair for a one-year term.

Timing:

Immediate

CSB Board member:

Suzette Kern, Chair, Community Services Board