

Fairfax-Falls Church Community Services Board

September 25, 2019

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

The following CSB members were present: Bettina Lawton Chair; Daria Akers; Basilio ‘Sonny’ Cachuela, Jr.; Ken Garnes; Rachna Sizemore Heizer; Sheila Coplan Jonas; Suzette Kern; Garrett McGuire; Edward Rose; Nancy Scott; and Diane Tuininga

The following CSB Board members were absent: Jennifer Adeli and Evelyn Spain

The following CSB staff was present: Daryl Washington; Eileen Bryceland; Bill Hanna; Michael T. Lane; Linda Mount; Joe Rajnic; David Simmons; Cynthia Tianti; Sebastian Tezna; and Lyn Tomlinson;

Guests:

1. Meeting Called to Order
Bettina Lawton called the meeting to order at 5:05 p.m.
2. Matters of the Public
None were presented.
3. Amendments to the Meeting Agenda
The meeting agenda was provided for review. Acknowledging no revision recommendations were forthcoming, the agenda was accepted as revised.
4. Approval of the Minutes
Draft minutes of the August 28, 2019 meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no suggestions for revision were offered, Suzette Kern made a motion for approval, which was seconded and passed.
5. Staff Presentation
David Simmons, Service Director of Supportive Community Residential Services (SCRS), provided an overview of the SCRS program clarifying that this is a residential treatment and housing program with both directly operated (CSB) and contracted (vendor partner) services as noted on each slide. Highlights of the presentation included:
 - Noting that the information was provided starting with the most to the least acute services provided, each slide was reviewed with some additional details provided, including:
 - The average length of stay at the Intensive-Transitional Therapeutic Group Home is 18-24 months. Residents may be placed as a step-down from the state hospital system.
 - Supervised Residential Programs are contracted through Gateway Homes in CSB priority housing including single and town homes. Priority housing

requires the use of CSB owned properties, when vacant and available, over seeking other housing in the community.

- Supportive Residential Services are provided in an apartment setting and include both in home and/or in the community services, including Mental Health Skill Building Services (MHSB) as needed (billed in service hours). MHSB was clarified to be services that teach daily living skills, e.g. grocery shopping, medication compliance, house cleaning, budgeting, etc.
- The Housing First Sustain model, through grant funding, provides stable housing with an offer of wrap-around supports; the acceptance of services is *not* required to qualify for housing. Targeting the homeless population, this includes those discharging from state hospitals, from the community, a step-down from supervised housing, and, with dedicated funding from the county, Jail Diversion (Diversion First).

6. Director's Report

Executive staff provided several agency updates, some highlights of which are listed below:

Daryl Washington offered a brief overview of some recent agency communications and actions to include:

- Recognizing the ongoing struggle over the lack of bed space at the state hospitals, Department of Behavioral Health and Developmental Services (DBHDS) announced plans to reopen portions of Catawba Hospital with 28 beds becoming available in FY2020 and an additional 28 beds opening in FY2021.
- The Northern Virginia Mental Health Institute (NVMHI) has a scheduled power outage of several hours on Saturday, September 28th for some construction. Plans are underway to accommodate individuals who would typically be housed at, or referred to, NVMHI during the outage.
- With additional funding awarded by DBHDS to strengthen the CSB Crisis Stabilization Unit, we are now able to accept individuals with a TDO (Temporary Detention Order). Efforts to secure co-licensure to accept individuals in psychiatric crisis and/or detoxing are ongoing.
- Offering a reminder of the ongoing operational issues with Credible, the CSB Electronic Health Record (EHR), Mr. Washington provided an update to current efforts at correction and future planning. These include:
 - Acknowledgement that the CSB is still working from the Chicago, Illinois platform as the Loudoun platform remains inoperable.
 - Finalization of an updated Service Level Agreement (SLA) is anticipated soon. Regular meetings with the Department of Information Technology (DIT) have been scheduled to assist with development of the updates to the Agreement.
 - Reporting a web-service function in Credible that provides for the secure transfer of records, efforts are underway to export all CSB records in 'flat' record format to secure electronic storage. This preemptive measure is to

provide access to CSB records should Credible experience future inoperability crises.

Members requested to have this matter added to the Compliance Committee agenda for October, as a high-risk concern.

- Attention was directed to the *Assessment of Health Informatics and Revenue cycle Management Functions and Business Units* report from Health Management Associates (HMA). Results included consideration of activating additional Credible functions, development of a Project Management staff position, and including performance-based language in ongoing discussions with Credible.
- Acknowledging room for improvement in the onboarding process, Professional Development and Human Resources staff are working together to design a more efficient process that will include improvements to staff training and credentialing.
- Managed Care Organization (MCO) procedures and requirements for authorizations, pre- and re-authorizations, and billing is an ongoing challenge across the state. Recommendations included accountability requirements and uniformity of forms and business processes across all the MCOs. Noting that the primary contract is between DMAS (Department of Medical Assisted Services) and the MCOs, DMAS must lead the discussions for refinement of the contract to address accountability by the MCOs.
- SPQM (Service Process Quality Management) is a report writing platform that is being considered as an alternative to the Credible reporting tool.
- Linda Mount provided overviews of the Annual/4th Quarter CSB Status Report and the first half of the CSB Performance Measures for FY2019 Quarter 4 related to the Community Services Performance Contract (CSPC). The second half of the CSPC data will be provided in at the October CSB Board meeting. A reminder was offered that some of the data provided is marked as modified, noting that the CSB modified measure is considered to be a better representation of the data.
- Members were provided a copy of the FY2021 Budget in Concept noting that many of the requests remained the same from FY2020. Differences include funding for Healthcare Business Operations Requirements, funding for Pay Adjustments for Psychiatrists noting that they were implemented some years ago as a recruitment and retention tool, and for Benefits. Mr. Washington clarified that a conceptual budget is provided to the Board each year as a means of providing information for review and feedback. The approval request is for submission of the conceptual budget to the county for inclusion in the annual budget later in the Fiscal Year.
- An overview was provided of the handout titled *Agency Decision Packages have been made public on the Department of Planning and Budget (DPB) website*. This handout offers a first look at draft proposals for the Virginia biennium budget including Medicaid and DBHDS. The proposals include funding for increased waivers, increased behavioral healthcare rates, STEP-VA funding, and a 'system transformation' process to align DMAS (Medicaid) and DBHDS rules while also

restructuring/adding authorized services for a better community service continuum. More information will be provided as it becomes available.

- Bettina Lawton and Mr. Washington distributed an announcement to Save the Date for a scheduled Open House in December 2019 at Merrifield. Invitees will include the Board of Supervisors, all candidates on the ballot for the Fairfax County elections in November, representatives for the cities of Fairfax and Falls Church, local representatives in the General Assembly, and members of the public. Diane Tuininga (Fairfax City) and Edward Rose (City of Falls Church) will provide feedback on contacts at the respective cities.
- Bettina Lawton reported reaching out to BOS Chair Sharon Bulova in consideration of moving the proposed joint meeting of the BOS and the CSB Board from October 22 to a more convenient date for both Boards.

7. Matters of the Board.

Daria Akers announced the recent groundbreaking for a new 60-bed, \$224M Children's Psychiatric Hospital in Tidewater, VA. Three floors have been reserved for future inpatient care.

Diane Tuininga offered a reminder of the 2019 Wellness and Recovery Conference on Friday, October 18, 2019, directing attention to a flyer provided in the meeting materials.

Garrett McGuire shared a recent news story that former Health and Human Resources Secretary Bill Hazel, now Senior Advisor for Strategic Initiatives and Policy with the Institute for Biohealth Innovation (IBI) at George Mason University, announced receipt of a \$2.5M federal grant that will provide resources to local community services board to determine best practices for the prevention and treatment of opioid addiction.

8. Committee Reports

A. *Behavioral Health Oversight Committee (BHOC)*

Diane Tuininga provided highlights of the September meeting, including:

- The challenge question added to the meeting agenda for October is about recruitment and retention of staff.
- Cynthia Sturdevant with Neighborhood Health provided an overview of the broad array of services provided, emphasizing the many locations at which these services may be accessed.
- The report, provided earlier, of some psychiatric beds opening at Catawba State Hospital, was also provided at this meeting.
- DMAS and DBHDS are working together to improve communication and uniform messaging.

The next BHOC meeting is Wednesday, October 9, at 5:00 p.m. at the Merrifield Center, Level 3-Room 314, West.

B. *Compliance Committee*

Bettina Lawton provided highlights of recent activities to include:

- Offering a reminder that fabricated data was provided in the distributed draft ComplyTrack reports, members were given an opportunity to review and

comment on proposed data tracking options. Some revision recommendations were offered.

- Review of CSB Board policies for both Corporate Compliance Program (#2300) and Risk Management (#2600) is ongoing.

The next meeting is Wednesday, October 18 at 4:00 p.m. at the Merrifield Center, Level 3-Room 314, West.

C. *Developmental Disabilities (DD) Committee*

Sheila Jonas and Nancy Scott, noting there was no September meeting, confirmed the date of the October meeting.

The next meeting is Wednesday, October 2 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B, West.

D. *Fiscal Oversight Committee*

Suzette Kern, noting the absence of Jennifer Adeli at this meeting, provided an overview of the September meeting on her behalf. The following was highlighted:

- There were no significant changes to the Modified Fund Statement.
- Revenue slightly exceeded the revenue target but still fell short of the Medicaid Expansion adjusted target.
- A summary of the Carryover requests that will be submitted to the Board of Supervisors (BOS) was provided, noting that \$4.5M was requested, with the Department of Management and Budget (DMB) recommending \$3.85M be submitted.
- A review of the FY 2021 Budget in Concept was also provided.
- An overview of the *Assessment of Health Informatics and Revenue Cycle Management Functions and Business Units* report by Health Management Associates (HMA) was distributed.
- An increase from 87 to 98 in Vacant General Merit positions was reported, attributed to newly established positions.

The next meeting is Friday, October 18, at 9:30 a.m. at the Pennino Building, Room 836A.

E. *Other Reports*

Ken Garnes, directing attention to the hard copies included in the meeting materials, offered a reminder of the recently emailed draft legislative talking points that were sent in anticipation of review and discussion at the CSB Board Retreat. Members were encouraged to review and submit comments by Friday to allow all recommendations to be applied to the draft copy that will be provided at the CSB Board retreat. Other documents that are in consideration for inclusion in the legislative folders include heat maps and affordable housing information. Members requested that the talking points as presented be used a background document for Board member use, with development of a one-page executive summary to be included in the legislative folders that are provided for distribution to legislators at the scheduled visits. Initial recommendations included ensuring an earlier release to allow more time for CSB Board member review, specific funding amounts are to be

included for each topic, uniformity in the data provided across all the reports that are published at about this same time.

9. Information Item

A. *CSB Board Policy Review*

Sheila Jonas directed members to review provided copies of the CSB Board policies scheduled for review, including numbers 2500, 4201, and 2120, offering a reminder to submit recommendations to the CSB Clerk to the Board, Erin Bloom. The policies will be submitted for approval at the October 23, 2019 CSB Board meeting.

B. *Review of FY2020 Fee Policy Related Documents*

Nancy Scott provided an overview of the process for reviewing and updating the Fee Schedule and related documents. Attention was directed to the fee documents provided in the meeting materials and members were encouraged to review the attached in preparation for a request to post the revised documents for public comment at the October 23, 2019 CSB Board meeting.

C. *DBHDS SOR (State Opioid Response) Grant Renewal*

Michael T. Lane provided an overview of the renewal of the grant that will provide for two peer support specialist positions working with justice-involved individuals in the drug courts and at the adult detention center. Approval to apply for the renewal will be submitted to the CSB Board at the October 23, 2019 CS B Board meeting.

10. Action Item

A. *Appointment of CSB Board Developmental Disabilities Committee Associate Members*

Sheila Jonas offering a reminder that the current roster of nominated Associate member was presented to the full board at the August CSB Board meeting, following which Ms. Jonas offered a motion requesting approval of the four listed agencies to be appointed as Developmental Disabilities Associate Members, which was seconded and approved.

B. *CSB Board Policy Revisions*

Ms. Jonas moved that two of the three proposed CSB Policies, #1200 – Definition of Policy, Regulation, and Procedure and #1201 – Adoption, Revision, and Revocation of CSB Board Policy be approved as presented and the third CSB Board Policy #1203 – Policy Manual be revoked as presented. The motion was seconded and passed.

C. *Approval to submit the FY 2020 Budget in Concept*

Suzette Kern made a motion for the Budget in Concept, as discussed earlier in the meeting, be approved for submission as presented which was seconded and approved.

Bettina Lawton inquired whether there was anything that needed to be discussed in closed session. No one raised any issues or need for a closed session.

There being no further business to come before the Executive Committee, the meeting was adjourned at 7:05 p.m.

Actions Taken - -

- ◆ The August 28, 2019 CSB Board Meeting minutes were approved as presented.
- ◆ Approval of four CSB Board Developmental Disabilities Committee Associate Members.
- ◆ Three CSB Board policies were approved as presented.
- ◆ The FY2021 CSB Budget in Concept was approved for submission.

October 23, 2019

Date Approved



Staff to the Board