

Fairfax-Falls Church Community Services Board  
Virtual Meeting Minutes  
June 24, 2020

The Board met electronically via audio conference call due to the COVID-19 pandemic that made it unsafe to physically assemble a quorum in one location or to have the public present. Access was made available to CSB Board members, CSB staff, and members of the public. The meeting notice, with participation instructions, were posted electronically and on the building in which the meeting is typically held. Additionally, participants were provided an opportunity to register for public comment during the 30 minutes prior to the meeting being called to order.

The following CSB members were present: Jennifer Adeli, Vice Chair; Karen Abraham; Robert Bartolotta; Captain Derek DeGeare.; Ken Garnes; Sheila Coplan Jonas; Larysa Kautz; Garrett McGuire; Srilekha Palle; Edward Rose; Andrew Scalise; Daniel Sherrange; Diane Tuininga; and Anne Whipple

The following CSB Board members were absent: Bettina Lawton Chair; Daria Akers

The following CSB staff was present: Daryl Washington; Jessica Burris; Elizabeth McCartney; Michael Neff; Lyn Tomlinson; and Barbara Wadley-Young

Guests: Robert Bartolotta

1. Meeting Called to Order

In the absence of Bettina Lawton, CSB Board Vice Chair Jennifer Adeli called the meeting to order at 5:00 p.m.

2. Roll Call and Audibility

Ms. Adeli, conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of current members was present and audible; passing the virtual gavel to CSB Board Secretary Sheila Jonas to make several motions required at the start of the meeting.

Ms. Adeli made a motion that each member's voice was audible to each other member of the CSB Board present which was seconded and passed.

3. Preliminary Motions

CSB Board Vice Chair Jennifer Adeli made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the CSB Board to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this Board and the physical presence of the public, cannot be implemented safely or practically.

A further motion was made that this Board may conduct this meeting electronically through a dedicated audio-conferencing line, and that the public may access this meeting by calling 1-877-336-1829. All motions were seconded and approved

4. Matters of the Public

None were presented.

5. Amendments to the Meeting Agenda

The meeting agenda was provided for review. Acknowledging no recommendations were forthcoming, Edward Rose made a motion to accept the agenda as presented that was seconded by Diane Tuininga and passed unanimously.

6. Approval of the Minutes

Draft minutes of the May 13, 2020 virtual meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no revisions were suggested, Edward Rose made a motion for approval, which was seconded by Diane Tuininga and passed unanimously.

Following approval of the May 2020 meeting minutes, one newly appointed member (June 2020) and one newly nominated member (appointment scheduled for July 2020) were provided an opportunity to introduce themselves.

7. Director's Report

Daryl Washington provided several agency updates, noting that an opportunity for questions will follow each topic discussion as listed on the meeting agenda. Highlights included:

- The impact of COVID-19 is reflected in a revenue reduction as well as increased expenses for supplies to include PPE and tents. Mr. Washington confirmed no reduction in state funding, further noting a special General Assembly session scheduled to address the statewide impact of COVID-19 is scheduled for August 2020.
- Jessica Burris provided an overview of the fiscal documents typically presented at the Fiscal Oversight Committee. It was noted that Compensation and Fringe expenses remain consistent at approximately \$4.7 million. Additionally, an overview of the Modified Fund Statement reflecting the fiscal year totals through May 2020 was provided. Ms. Burris further confirmed that due to the impact of COVID, fiscal staff has increased monitoring of YTD projections. A reminder was offered of the reduction in state funding applied in FY2020 and FY2021 related to Medicaid expansion. This shortfall coupled with COLA (Cost of Living Adjustments) and impacted by some one-time payments, have resulted in a forecast of a state funding shortfall of approximately \$1.4 million. Noting the reduction in billable services due to the impact of COVID, a further reminder was offered that there is a delay in payment of approximately two-months post-billing for claims processing. It was noted that back-billing efforts are ongoing as reflected in the revenue reports provided in the meeting materials.
- Mr. Washington provided an overview of the regular county budget process and procedures including the carryover process. Among the carryover requests for FY2021 is funding for the purchase of a new Electronic Health Record (EHR) system and to off-set decreased Medicaid revenue related to COVID and ARTS (Addiction Recovery Treatment Services) billing.

- Addressing changes to CSB services,
  - Mr. Washington confirmed that all CSB main service sites are open, clarifying that outpatient and support coordination services are primarily televideo with intensive and residential services provided in the community as needed.
  - Offering a reminder that the Regional Office (Northern Virginia Regional Projects Office (NVRPO) serves five CSBs: The City of Alexandria, and Arlington, Fairfax, Loudoun, and Prince William Counties.
  - Mr. Washington reported that due to a kitchen fire at the Brandon House residential location, a new home is being sought for the residents displaced by the fire.
  - Noting a reengagement plan is being developed for staff when beginning to return to sites, implementations include screening and physical distancing. Acknowledging that Fairfax County intends to enter Phase III with the rest of the state, teleworking where possible, will continue to be encouraged and supported.
  - Offering a reminder of the recent concerns and contract cancelation with a previous vendor partner, Mr. Washington reported ongoing communication with the affected families to locate service provision with an alternative vendor partner, ServiceSource, clarifying that no services, including self-directed services, will be funded through Etron.
  - A new service is being activated in the EHR that requires any staff member providing billable services to have the appropriate credentials verified and entered in the system before the service can be entered and a billing record created.
  - Mr. Washington offered a reminder that the DOJSA (Department of Justice Settlement Agreement) is due to expire June 30, 2021. Expiration of the Agreement requires that all mandated services be operational for one year prior to the expiration of the Agreement. Barbara Wadley-Young provided an update to the substantial changes required by the Agreement, emphasizing the significant requirements on staff that create a strong risk of non-compliance despite staff's best efforts. Members were encouraged to reach out with any questions.
  - Referring to the earlier report on NVRPO Mr. Washington reported a change to the Regional Office funding of approximately \$21 million. Mr. Washington clarified that an administrative fee of approximately 8.5% is paid by the state to fund staff operations. The state recently implemented a cap of 5% on the fee, a change that will significantly alter the financial structure of the Regional Office. It is anticipated that this change will result in a staff reduction of 1/3 of the current 7.5 FT staff. An appeal submitted by the five Executive Directors of the Northern Virginia CSBs was denied. Reporting that a follow up appeal letter was submitted by Fairfax, discussions of future funding are underway in anticipation of a second denial. Board members engaged in robust discussion.
- An overview of the Count of Clients Served charts was provided. Significant changes impacting the number of individuals served included the cancelation or

virtual hosting of group sessions and a decrease in walk -in assessments. Additionally, two residential programs serving the substance use disorder community, A New Beginning and Crossroads, were merged and one location/site repurposed. This impacted the number of placements in the residential treatment but also allowed for physical distancing to be employed in the Crisis Stabilization unit.

- Addressing the Human Service Issue Paper, Elizabeth McCartney directed attention to the overview provided in the meeting materials, also briefly highlighting the process for review and recommendation involving CSB staff and Board members.
- Mr. Washington offered an overview of the Behavioral Health Equity Index tool that will be used by the state to identify CSB funding calculations. Anticipating that use of this tool will cause an imbalance in state funding based on the criteria utilized by the tool, the CSB is sponsoring new legislation that will require application of a base threshold for funding as well as a commitment to apply the tool for future funding only, not current finding. A copy of the proposal will be provided to members once completed, noting that Board member involvement will be solicited when the legislation is submitted, anticipated to be in the winter session.

#### 8. Matters of the Board

Noting that this was the last meeting for CSB Board member Diane Tuininga, it was proposed that acknowledgement of this event be conducted at the July 2020 CSB board meeting.

#### 9. Information Item

##### A. *CSB Board Policy Review*

Sheila Jonas directed members to review the CSB Board policies #1305 and #3040 for edits that may be needed. Copies of the policies were provided in the meeting materials with a request to submit recommendations to CSB Board Clerk, Erin Bloom. The policies will be submitted for further action at the July 22, 2020 CSB Board meeting.

#### 10. Action Item

##### A. *Community Services Performance Contract*

An overview of the Community Services Performance Contract (CSPC) was provided highlighting that the minimal changes in the contract mostly involved the DOJSA. Diane Tuininga made a motion to allow for a 30-day public posting once the finalized version is published. The motion was seconded and approved.

##### B. *Virginia's SAMHSA COVID-19 Emergency Grant*

Daryl Washington provided an overview of a grant request for \$140,000 to provide substance use services through the Chris Atwood Foundation to individuals post-discharge from the Fairfax County Adult Detention Center (ADC). Diane Tuininga made a motion to apply for and accept, if awarded, funds up to \$140,000 in FY 2021 for the SAMHSA COVID-19 Emergency Grant. The motion was seconded and approved.

*C. CSB Board Policy Approval*

Sheila Jonas directed attention to CSB Board policies #0030, #1102, and #1103. Copies of the policies including recommended revisions were provided in the meeting materials for final review and approval. As no recommendations were forthcoming, Ms. Jonas made a motion to approve the policies as presented which was seconded and approved.

*D. CSB Board Officer Nominating Committee*

Jennifer Adeli provided an overview of the CSB Board Officer Election process noting that Ken Garnes as Chair, Edward Rose, and Anne Whipple have volunteered to serve on the FY2021 Nominating Committee. Ms. Adeli made a motion to approve establishment of the FY2021 Nominating Committee with the volunteer members as listed which was seconded and approved.

There being no further business to come before the Executive Committee, the meeting was adjourned at 6:35 p.m.

Actions Taken - -

- ◆ The May 13, 2020 CSB Board Meeting minutes were approved as presented.
- ◆ Posting the Community Services Performance Contract for a 30-day public comment period, once published, was approved.
- ◆ Approval was granted to apply for and accept, if awarded, funds up to \$140,000 in FY 2021 for the SAMHSA COVID-19 Emergency Grant.
- ◆ CSB Board policies #0030, #1102, and #1103 were approved.
- ◆ The FY2021 CSB Board Officer Nominating Committee was established.

July 22, 2020

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Date Approved



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Staff to the CSB Board