1. **Meeting Called to Order**
   Gary Ambrose 5:00 p.m.

2. **Matters of the Public**
   Gary Ambrose

3. **Recognition**
   Gary Ambrose

4. **Amendments to the Meeting Agenda**
   Gary Ambrose

5. **Approval of CSB October 28, 2015 Board Meeting Minutes**
   Gary Ambrose

6. **Matters of the Board**

7. **Committee Reports**
   A. Behavioral Health Oversight Committee  Diane Tuininga
      - *October 2015 Meeting Notes*
   B. Fiscal Oversight Committee  Ken Garnes
      - *October 2015 Meeting Notes*
   C. Government and Community Relations Committee  Suzette Kern
   D. Intellectual and Developmental Disability Committee  Lori Stillman
   E. Other Reports

8. **Action Item**
   A. 2016 CSB Board Meeting Schedule  Gary Ambrose

9. **Directors Report**
   Michael Lane/Daryl Washington

10. **Adjournment**
Fairfax-Falls Church Community Services Board
October 28, 2015

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

The following CSB members were present: Gary Ambrose, Chair; Ken Garnes, Kat Kehoe, Suzette Kern, Molly Long, Lori Stillman, Diane Tuininga, Jeff Wisoff, Jane Woods and Spencer Woods

The following CSB members were absent: Pam Barrett, Kate Hanley, Paul Luisada and Dallas “Rob” Sweezy

The following CSB staff was present: Tisha Deeghan, Daryl Washington, G. Michael Lane, Ginny Cooper, Jean Hartman, Dave Mangano, Lisa Potter, Lyn Tomlinson and Laura Yager

1. Meeting Called to Order
   Gary Ambrose called the meeting to order at 5:02 p.m.

2. Matters of the Public
   No matters were presented.

3. Recognition
   Gary Ambrose introduced Luz Zuleta recipient of the 2015 CSB Spirit of Excellence Award, noting the exceptional outreach she provides to the Hispanic community. As her supervisor and nominator, Leslie Roberts shared Ms. Zuleta’s outstanding accomplishments, and in response, Ms. Zuleta noted her appreciation for this honor, and in turn, the rewards she receives by serving those in the community.

4. Approval of the Minutes
   Jeff Wisoff offered a motion for approval of the September 23, 2015 Board meeting minutes of the Fairfax-Falls Church Community Services Board which was seconded and passed.

5. Amendments to Agenda
   To consolidate addressing the CSB 2016 Fee related documents, it was agreed to move the public hearing to directly precede the action item.

6. Matters of the Board
   - As part of the Total Housing Reinvention for Individual Success, Vital Services and Economic Empowerment (THRIVE) work group, Jane Woods provided an update on the housing initiative. Preferences for 2016 housing are currently being established, and with the Fairfax County Housing Authority designated as a Moving to Work agency, efforts
continue to ensure housing is available and that no one remains on a wait list for more than two years.

- Gary Ambrose reported the Fairfax County Office of Public Affairs is now actively engaged in providing communications for the Diversion First initiative which should result in more widespread outreach and familiarization of this effort within the community.

7. Committee Reports

A. Behavioral Health Oversight Committee (BHOC)

Diane Tuininga provided an overview of the October 16th Recovery and Wellness Conference noting it was well received, with approximately 175 attending. Appreciation was extended to those involved in organizing and coordinating the event.

At the October committee meeting, an overview of youth and family services was provided. Due to the holidays in November, it was indicated the next meeting will be held on November 4th.

B. Fiscal Oversight Committee

Ken Garnes reported on activities at the committee’s October meeting, noting the following:

- An update on the staff hiring process indicated the agency continues to move in a positive direction.
- The FY2017 proposed budget was reviewed and will be presented this evening for CSB Board for approval. At that time, a summary of the additional requests above the baseline will be discussed including funding for the Diversion First initiative.
- Lines of Business (LOBs) have been submitted, but at the request of the Department of Budget and Management, some revisions are being made. Once incorporated, a revised version will be provided to the Board.
- It has been determined that only an annual, yearend CSB report to the Board of Supervisors (BOS) and cities will be submitted moving forward. However, this will not prevent the CSB Board from providing any significant information to the BOS as appropriate.

C. Government and Community Relations Committee

Gary Ambrose reported on the activities at the September committee meeting which included:

- Suzette Kern was elected as committee chair.
- In preparation for the upcoming visits with Virginia General Assembly representatives, legislative talking points were finalized along with proposed assignments of CSB Board member with legislators. In addition, Virginia Association of Community Services Board folders will be provided for distributing the talking points.

D. Intellectual and Developmental Disability (I/DD) Committee

Lori Stillman provided the following overview:
• An October 23rd open court session was held with parties involved in the Department of Justice (DOJ) settlement in which Judge John Gibney postponed ruling until December 2015, and noted if needed, could further postpone a final ruling until March 2016. It was indicated if adequate progress is not made, there may be intervention and measures enforced to ensure compliance.

• The LogistiCare Advisory Committee recently met and noted improvements continue to be made. Flyers advertising the services are being widely disseminated. In addition, monthly passes for unlimited public transportation throughout the community are available for those meeting eligibility requirements.

• The committee will next meet on Thursday, November 5th, 5:30 p.m. at the Merrifield Center.

8. **Information Item**

   A. **Permanent Supportive Housing Partnership**

   A $1.1 million grant opportunity to provide affordable housing has become available that targets those at-risk for homelessness as well as individuals cycling in and out of housing. Pathway Homes, Inc. will pursue this funding opportunity and partner with the Fairfax-Falls Church CSB as there are services mandated in which only a CSB can provide. The application is due by November 12th. It was indicated, if awarded, Pathway Homes will be the recipient of the funding, and a result, CSB and BOS approvals are not required for the application.

9. **Public Hearing Proposed Changes to 2016 Fee Related Documents**

   The floor was opened for anyone wishing to provide comments on the proposed Fee Schedule and related documentation. In response, Mr. Robert Gluck noting his son receives services, indicated that he is encouraged by the current positive direction of the CSB. There being no further requests to present, the hearing was closed.

10. **Action Items**

    A. **CSB 2016 Fee Related Documents**

       Following a public review and comment period, Ken Garnes noted there was one comment submitted, however, it does not affect the documentation being presented for approval.

       With this in mind, Ken Garnes moved for Board approval of the proposed 2016 Fee Schedule, CSB Reimbursement of Services Policy and Ability-to-Pay Scale as presented. The motion was seconded and passed.

    B. **CSB Policies Review and Comment Period**

       As part of the triennial review process, Jeff Wisoff presented some recently reviewed CSB policies which include:

       • 1401 – Executive Director Line of Succession
       • 1500 – Use of E-Mail Among Board Members
       • 2010 – Development of Grant Applications
       • 2400 – Quality Management Improvement
• 3060 – Human Rights
• 3100 – Consumer Dispute Resolution

All but two of the Policies have been revised and are being presented for approval to issue for a 30-day public review and comment period. Two of the Policies, 1500 - Use of Email Among Board Members and 3060 - Consumer Dispute Resolution, require no revisions, and as such, are being presented for final approval.

During discussion, Board members were reminded that any email conversations between three or more members are considered public meetings, and to avoid inadvertently breaching this policy, it was suggested to request staff assistance in distributing communications.

Following an overview of the proposed changes in the Policies being updated, Jeff Wisoff offered a motion to issue for a 30-day public review and comment period, Policies 1401, 2010, 2400 and 3100 as presented, as well as re-adoption of Policies 1500 and 3060 which require no revisions. The motion was seconded and passed.

C. FY2015-FY2017 Strategic Plan
Lisa Potter provided background on the Plan including modifications to update the current budget as well as add new initiatives such as Diversion First, Suicide Prevention, and other activities.

Suzette Kern moved for Board approval of the proposed revisions to the CSB FY2015-FY2017 Strategic Plan which was seconded and passed.

D. CSB FY2017 Budget Submission
Michael Lane summarized the proposed FY2017 budget submission, noting there is approximately $17 million above the FY2016 baseline being requested, the breakout of which includes:

- $800,000 for a second Mobile Crisis Unit
- $1.9 million for psychiatrist/emergency services compensation
- $2.4 million for unfunded increases in health insurance benefits
- $1.6 million special education graduates
- $1.9 million support employment and day services
- $1.2 million contract rate and lease adjustments
- $2.2 million support coordination for individuals with IDD
- $4.9 mil Diversion First initiative

It was noted any analysis of the LOBs is not expected to impact budgets prior to FY2018.

Following further discussion, Suzette Kern offered a motion to approve the FY2017 budget submission as presented, which was seconded and passed.

11. Directors Report

- Tisha Deeghan reported on the following:
  o A handout prepared by vaACCSES was highlighted that provides an overview of the DOJ settlement activities at the October 23rd court session.
o The Community Health Care Network (CHCN) clinic and pharmacy at Bailey’s Crossroads will be closing as of November 20th and are scheduled to relocate to the Merrifield Center on November 24th. A grand opening will be scheduled at a later date.

o Following the mayor’s challenge to end veterans’ homelessness, it was recently announced this has essentially been accomplished in Fairfax as well as in Virginia.

o LOBs are being reviewed across the Human Services system which is providing helpful information to frame an overall strategy for discussion with the county. During this process, it was noted over the last three years, Human Services have received a $38 million reduction.

o Ms. Deeghan shared that she will be out of the office for the second half of November due to scheduled surgery.

- Daryl Washington reported that 1) the Consumer Run Resource Center at Merrifield is now fully operational, and 2) on November 12th, the Deeds Commission will be touring facilities and holding a public meeting in Northern Virginia. Merrifield will be part of the tour and the Commission meeting will be held in Prince William County.

- As part of the regional suicide prevention grant, Laura Yager noted that posters and cards with text contact information are being distributed throughout the community.

- The FY2015 fourth quarter CSB Status Report has been revised as requested to pull any regional numbers. The report for the FY2016 first quarter will be available at the November meeting.

12. Closed Session

At 6:25 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.

At 7:05 p.m. 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.

Immediately following, a motion to adjourn was offered, seconded and carried.
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<th>Staff to Board</th>
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**Actions Taken--**
- The September 2015 meeting minutes were approved.
- Approval of the 2016 CSB proposed fee related documentation.
- Approval of the revised CSB FY2015–FY2017 Strategic Plan.
- Approval of the FY2017 CSB Budget Submission.
**Behavioral Health Oversight Committee Meeting Minutes**

**Date:** October 14, 2015  
**Location:** Merrifield Center  
**Attendees:** Diane Tuininga, Chair, Gary Ambrose, Terry Atkinson, Gartlan Center Advisory Board, Peter Clark, No. Va. Mental Health Foundation, Tisha Deeghan, Suzette Kern, Tom Schuplin, PRS, Inc., Joe Petit, Concerned Fairfax, Lyn Tomlinson, Daryl Washington, Sylisa Lambert-Woodard, Pathway Homes, Jeffrey Wisoff and Captain Spencer Woods. Also present were other private sector staffs as well as members of the public.

**Meeting Call to Order**  
Meeting was called to order at 5:00 p.m.

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<tr>
<th>Topic</th>
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<tbody>
<tr>
<td>Meeting Call to Order</td>
<td>Meeting was called to order at 5:00 p.m.</td>
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<tr>
<td>Approval September 9, 2015 Minutes</td>
<td>Jeffrey Wisoff moved that the September 9, 2015 Behavioral Health Oversight Committee minutes be approved as presented. The motion was seconded by Suzette Kerns and unanimously carried.</td>
<td>Behavioral Health Oversight Committee</td>
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| Associate Member Presentations and Concerns | Bill Taylor, Concerned Fairfax, The 2015 NAMI Walk on September 19, 2015 was a success and we would like to thank all that came out to participate.  
Peter Clark, No. Va. Mental Health Foundation, The Wellness and Recovery Committee will be Friday, October 16 from 8:30 a.m. to 2:15 p.m. at the NVCC Annandale Campus.  
Sylisa Lambert-Woodard, Pathway Homes, Our Help the Homeless Community Walk Homeward Bound will be held on Saturday, October 24, 2015. | Bill Taylor, Peter Clark, Sylisa Lambert-Woodard | |
| Presentation: Youth and Family Intensive Services | The Youth and Family network of services for mental health and substance use disorders has a wide range of treatment and support options based on consumer need and desire. These services are interrelated and are provided based upon the needs of individual children and their families.  
Youth and Family Services provide quality care for youth from 4 through ages 18, emerging young adults up to age 22, and their families. Family treatment is a significant part of the service model. These children and adolescents have serious mental health and/or substance disorders. They have needs that the private sector is not equipped to handle.  
The network of clinical services is targeted to assist individuals and families with serious mental illness, substance abuse and co-occurring disorders. Management and clinical services are integrated regarding mental health, substance abuse, and Intellectual Disability disorders using evidence based practices. Services are managed utilizing standards of care, admission, continued stay, and discharge criteria. Services are provided and utilization-managed based on need, client desire, motivation, and attendance at treatment/case management/medication sessions. This ensures that service time and financial expenditures are efficiently used to service the most people possible with the staff resources provided.  
Youth Outpatient and Day Treatment Services include:  
- Assessment only  
- Outpatient: Assessment, Care Coordination (case management) and treatment  
- Discharge planning, CSA case management, Mandatory Outpatient Treatment monitoring  
- Day Treatment  
- VICAP Managed Care for Magellan | Patrick McConnell | |
## Presentation: Youth and Family Outpatient and Day Treatment Services

The CSB Resource Team provides a number of different discharge planning, consultation and case management/case support services to the CSB youth division as well as services to other child serving agencies and stakeholders. These include:

- State mandated discharge planning to youth hospitalize at the Commonwealth Center for Children and Adolescents for any youth admitted there from our community.
- Discharge planning and systems navigation for Fairfax county youth referred from a private hospital or residential facility.
- Mental Health, SUD, ID (primarily through ID services) consultation and support to various team based planning meetings governed by the Comprehensive Services Act (CSA) for at Risk Children and Youth.
- Lead case management/Case support services for severely emotionally disturbed youth who are receiving services funded by the CSA.
- Prescreening services for families desiring placement of their child in a residential facility using Medicaid.

### Program Criteria

- Residents of Fairfax County
- Youth aged 0-18, or older if in foster care or receiving services from FCPS multi-agency services and their families
- Youth and their families in need of services beyond those offered thru any of the public child serving agencies
- Youth is not currently receiving services from any other CSB program.
- Youth must meet designated CSA assessment criteria on the Child and Adolescent Needs Survey for their behavioral health needs.

### Leland House

Leland House is directly operated by United Methodist Family Services in a public/private partnership via a contract with the county's Community and Policy Management Team and the CSB. The services provided include:

- 24/7 psychiatric crisis stabilization to those county youth age 12-17 meeting the criteria established in the contract.
- Psychiatric services during the maximum 45 stabilization stay.
- Individual, group and family therapies as per Medicaid level C residential treatment requirements
- Step down services for appropriate youth coming out of residential placements, hospitalization at the Commonwealth Center for Children and Adolescents and local private hospitals.
- All screenings are completed thru the CSB's emergency services.

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<tr>
<td>Presentation: Youth and Family Outpatient and Day Treatment Services</td>
<td>The CSB Resource Team provides a number of different discharge planning, consultation and case management/case support services to the CSB youth division as well as services to other child serving agencies and stakeholders. These include:</td>
<td>Allen Berenson</td>
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### CSB’s Wraparound Fairfax

CSB’s Wraparound Fairfax provides high fidelity wraparound services to area families. Wraparound philosophy and practice is designed to facilitate a collaborative relationship among youth, his/her family, natural supports and involved child-serving systems to support the family in meeting their needs, which drive family conflicts. The model follows a structured series of four phases Engagement and Team Preparation, Planning, Implementation and Transition.

The program is a partnership between the CSB and CSA. Wraparound can be defined as a care planning process which provides:

- An intensive level of support targeting youth at high risk for residential or out-of-home placement or youth that are currently in placement and transitioning back to their home community
- Assurance that services and supports are accessed, coordinated, and delivered in a strengths-based, individualized, family/youth-driven relevant manner
- Delivery of services and supports guided by the needs of the youth per a formal strengths and needs discovery and developed through a wraparound planning process consistent with Systems of Care philosophy
- The development of a youth and family Team consisting of both formal and natural support persons which assists the family in identifying strengths, needs and goals and developing an individualized family plan of care and safety plan
- Agency staff make referrals to Wraparound Fairfax via CSA Utilization Review staff who screen and forward referrals to the Wraparound Fairfax Supervisor.

### Program Criteria:

- Youth and Families must be approved for CSA funding to receive these services
- Youth must be at risk of an out of home placement or returning home from an out of home placement
- Youth must meet designated CSA assessment criteria on the Child and Adolescent Needs Survey and be approved by the CSA Utilization Review staff

### Care Guidelines, Service, Productivity Standards:

- The wraparound facilitator meets weekly with the youth and family in the early months of intervention, reducing in frequency as needs diminish.
- Within the first 14 days, a crisis plan is developed to address any safety concerns in the family.
- The facilitator, with the family, convenes the Youth and Family Team on a monthly basis for the purpose of identifying needs, strategizing possible intervention strategies, identifying relevant outcome measures, delegating tasks, and modifying the plan as needed.
Juvenile Forensic Program provides a range of services to youth involved with the Fairfax Juvenile and Domestic Relations District Court. Services include a variety of services requested or ordered by the court as well as mental health and substance abuse assessments and treatment. The program staff serves the Juvenile Detention Center, Shelter Care II, Boys Probation House, Foundations, Beta Program, and the Transitional Living Program, as well as court-involved youth who are in the community. Case consultations and training are provided to all Court staff as well. All referrals come through the Juvenile Court.

The referrals, evaluations and services received from the court provided to youth include:

- Emergency Psychological: Brief assessment of risk and prescreening for acute psychiatric hospitalization.
- Diagnostic: Full, in-depth assessment to assist in treatment planning and/or placement needs. Requires administration of a full battery of tests.
- Mental Health Evaluation: Provides an understanding of the client’s current mental status and emotional functioning with a diagnostic impression and recommendations offered.
- Competency to stand trial: Assessment of client's mental status to understand the nature of the court proceedings and ability to assist in their defense. Restoration services are provided regionally via a state contract with Alexandria county CSB.
- IDT Referral: Provides state mandated diagnostic consultation and representation as referred by Interdisciplinary Team for Child in Need of Supervision clients.
- Consultation: Special requests for consultation to provide brief impression of youth's mental health status.
- Case management to help the youth and family access appropriate community-based services as they transition from a Juvenile Court facility or need to comply with a court order for services.
- Psycho-education, crisis intervention, individual, group and family interventions to those youth in residential programming and the transitional living program.

Program Criteria:
- Fairfax county resident
- Any type of formal involvement with the Juvenile court to include probation, parole, diversion.
Presentation: Behavioral Health Youth Systems of Care

Systems of care is defined by SAMHSA as a comprehensive array of mental health and other services which are organized into a coordinated network to meet the multiple and changing needs of children and their families.

The target population are youth with significant behavioral or emotional challenges which are present in several settings and who need services or resources that require collaboration among multiple agencies, systems or coordinated interventions by multiple agencies and programs.

The Comprehensive Services Act System of Care Leadership is comprised of Community Policy and Management Team include Directors of Juvenile and Domestic Relations District Court, Community Services Board, Family Services, Neighborhood and Community Services, Health Department, Administration for Human Services, Deputy County Executive for Human Services, FCPS Special Services, Special Education Procedural, Support, Intervention and Prevention Services, City of Falls Church Public Schools and Human Services, City of Fairfax, parent representatives and provider representatives.

Systems of Care research outcomes for youth include:

- Increases in behavioral and emotional strengths
- Reductions in suicide attempts
- Improvements in school functioning and attendance
- Fewer contacts with law enforcement
- Reduction in reliance on inpatient and residential treatment
- More stable living environment

Systems of Care research outcomes for caregivers and the community include:

- Reduced strain associated with caring for a child with a serious mental health condition
- Fewer missed days of work due to the mental health needs of their child
- Improvement in overall family functioning
- Cost effective way of investing resources by redirecting funds from deep-end services both inpatient and residential treatment to home and community based supports.

Comprehensive Services Act System of Care Outcomes:

- Placements in long-term residential and group home programs were reduced by 53%, from 157 youth in January 2009 to 74 in June 2015.
- ICC successfully prevents 85-90% of youth served from entering residential placement
- 90% of youth served through CSA to prevent foster care safely remain with their families
- Youth experience fewer risk behaviors and improved mental health, measured by CANS assessment instrument.
### Staff Reports

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<tr>
<td>Draft</td>
<td><strong>Daryl Washington, Deputy Director</strong>, shared the Diversion First will be working with Jim Gillespie and Bob Birmingham this fall to put more resources into the youth transition programs. We are still working closely with Fairfax County Police getting law enforcement officers through the Crisis Intervention Team training and we have completed the first round of Mental Health First Aid training. Lyn Tomlinson, Assistant Deputy Director, The walks in screenings at Merrifield is doing very well. On Monday, October 26, 2015 we will begin scheduled screenings at the Gartlan Center. We have 80 staff trained as Revive trainers and hope to have one training per month at the Merrifield Center. <strong>Dave Mangano, Director of Consumer and Family Affairs</strong>, We have officially opened the Peer Resource Center at Merrifield. <strong>Evan Jones</strong>, Director of Employment and Day Support Services, Turning Points is doing great and receiving a lot of referrals.</td>
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### Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 7:15 p.m.

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<tr>
<th>Date Approved</th>
<th>Minutes Prepared by</th>
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<tr>
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<td>Diana Tuininga, Chair</td>
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CSB Fiscal Committee Meeting Notes

Date: October 23, 2015  
Attending: Ken Garnes, Gary Ambrose, Kate Hanley, Lori Stillman, Jeff Wisoff  
Staff: Tisha Deeghan, Michael Lane, Len Wales, Daryl Washington, Lisa Potter, Lisa Witt, Tana Suter, Marta Cruz

Summary of Information Shared/Decisions:

<table>
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<tr>
<th>Financial Status</th>
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| • Position Status:  
  o As of October 19, CSB has 117 vacant General Merit Positions.  
| • FY 2016 Pay Period Metrics:  
  o From PP19 to PP20, 10 positions became vacant, while 2 positions were filled, a net of 8.  
  o As of PP20 CSB had 115 vacant general merit positions, 15 above the VBP of 100.  
  o It was noted that the Pay Period Metrics information shared reflect six new positions for the Mobile Crisis Unit. |

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<tr>
<th>FY 2017 Budget</th>
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| Lisa Witt provided an update on FY 2017 Budget:  
  • Staff provided copies of the CSB FY 2017 Budget document, highlighting the following.  
  ➢ Based on FY 2016 Adopted appropriation levels, including total expenditures of $153.5 million, total non-County revenues of $38.0 million and a General Fund transfer of $115.5 million, CSB submitted funding requests totaling $18,411,924 for the following:  
    o Baseline Adjustments:  
      ▪ Mobile Crisis Unit: funding requested for a second Mobile Crisis Unit.  
      ▪ Psychiatrists/Emergency Services Compensation: funding requested for compensation adjustments for psychiatrists and emergency services personnel.  
      ▪ Human Resources Support: transfer of funding and 1/1.0 position to DAHS requested for increased human resources support.  
    o Anticipated Funding Requests:  
      ▪ Special Education Graduates: funding requested to support employment and day services for 68 June 2016 special education graduates who currently do not have a funding source and program enhancement services for 10 graduates whose core services are funded by Medicaid Waiver.  
      ▪ Employment First: funding requested to meet anticipated FY2017 requirements for employment and day services for individuals with intellectual disabilities.  
      ▪ Contract Rate and Lease increases  
    o New Initiatives/Priorities:  
      ▪ Support/Coordination: funding and 26/26.0 FTE new general merit positions requested to provide support coordination services to individuals with intellectual disabilities.  
      ▪ Employer Share of Health Insurance: funding requested to support previously unfunded increases in the employer share of health insurance benefits over the FY2014-FY2017 period. |
Diversion First: funding requested to improve the continuum of crisis intervention services designed to divert individuals with mental illness from more costly services such as incarceration and hospitalization to supports within the community.

There was brief discussion about Diversion First and the funding requested. Tisha Deeghan noted that David Rohrer, Deputy County Executive, is presenting to the BOS Committees October 27 and is seeking input and recommendations from the CSB for the CIT costs. It was noted the cost will be inclusive of the CSB/Sheriff/Police. Staff reported that the CSB has a draft write-up and a copy will be provided to Committee members. After discussion, there was consensus from the Committee that information and recommendations should be shared with Mr. Rohrer for the presentation.

It was recommended that the FY 2017 budget document presented today be updated, and along with the fund statement, be presented as an action item for the full Board meeting scheduled October 28th.

Human Resources Issues

- Tana Suter provided an update and status of Human Resources issues, to include:
  - September 2015 and Year to Date Employee Actions.
  - Currently six open requisitions for merit positions. It was noted that there have been 9 actions including 2 new hires and 3 promotions; no terminations.
  - Recruitment and retention activities:
    - Informal RFP for video support and other recruitment activities necessary for appropriate web presence and tracking results is pending based on CSB funding and resources to include HR and (future) Director of Communications availability.
    - Various Class Specification Updates/Creation is ongoing.

Diversion First Update

- Information regarding funding for Diversion First was discussed during the provided earlier in the meeting.

Lines of Business (LOBs)

- Len Wales provided an update on the LOBs:
  - CSB LOBs have been delivered.
  - There have been some changes since the initial submission; a copy of the CSB LOBs will be sent to CSB Board members once all of the changes have been made.
  - County agencies will present to the LOBs Review Committee and will present the Board of Supervisors beginning on January 22.

Open Discussion

- Report to the Board of Supervisors: the committee agreed to submit a report annually to the BoS.

- Tisha Deeghan announced recent information received from Richmond:
  - Proposed IDD Service Delivery System reform
  - DBHDS Capital Projects presentation to the Senate Finance Committee.
## Action Items/Responsible Party Required Prior to Next Meeting:

- Staff will send draft Diversion First FY 2017 Budget Addendum to Committee members.

## Issues to Communicate to CSB Board:

- FY 2017 Budget Document: Action Item - October CSB Board meeting

## Agenda Items for Next Meeting on November 13:

- Recommendation that Diversion First Update be a standing agenda item
2016 CSB Board Meeting Calendar

Issue
Approval of the proposed calendar year 2016 CSB Board meeting schedule.

Recommended Motion
I move that the Board approve the 2016 meeting calendar as presented.

Background
In preparation for committee and full Board meetings in 2016, attached is a proposed calendar along with notation of scheduled meeting rooms reserved at the Merrifield Center as well as the Pennino building. Some meetings have been shifted slightly to accommodate holidays.

Enclosed Document
2016 Board and Committee Meeting Schedule

Board Member
Gary Ambrose, Chair
# 2016 Meeting Calendar
Fairfax-Falls Church Community Services Board

<table>
<thead>
<tr>
<th>Location</th>
<th>FFCCSB Intellectual &amp; Developmental Disability Committee (ID/D)</th>
<th>FFCCSB Behavioral Health Oversight Committee (BHOC)</th>
<th>FFCCSB Fiscal Oversight Committee</th>
<th>FFCCSB Government &amp; Community Relations Committee</th>
<th>FFCCSB Executive Committee</th>
<th>FFCCSB Board</th>
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<tbody>
<tr>
<td><strong>Meeting Times</strong></td>
<td><strong>1st Thurs (bi-monthly): 5:30 pm</strong></td>
<td><strong>2nd Wed: 5:00 pm</strong></td>
<td><strong>3rd Fri: 9:00 am</strong></td>
<td><strong>3rd Wed: 6:30 pm</strong></td>
<td><strong>3rd Wed: 5:00 pm</strong></td>
<td><strong>4th Wed: 5:00 pm</strong></td>
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<tr>
<td><strong>Location</strong></td>
<td><strong>Merrifield Center Level 3 - Room 409A</strong></td>
<td><strong>Merrifield Center Level 3 - Room 409A</strong></td>
<td><strong>Pennino Building Room 836A</strong></td>
<td><strong>Merrifield Center Level 3 - Room 409A</strong></td>
<td><strong>Merrifield Center Level 3 - Room 409A</strong></td>
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<td>Nov</td>
<td>3</td>
<td>2 (1st Wed)</td>
<td>10 (2nd Thurs)**</td>
<td>9 (2nd Wed)</td>
<td>9 (2nd Wed)</td>
<td>16 (3rd Wed)</td>
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<td>Dec</td>
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<td>16</td>
<td>14 (2nd Wed)</td>
<td>14 (2nd Wed)</td>
<td>21 (3rd Wed)</td>
</tr>
</tbody>
</table>

* No Meeting
** Friday, Nov 11 is a holiday

Note: All Committee meetings except the Fiscal Committee are held at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Level 3 - Room 409A, Fairfax 22031

November 2015