

PUBLIC MEETING NOTICE
Human Services Council
GENERAL BODY MEETING

**Monday, August 15, 2022 at
7:00 p.m.**

will be held electronically due to the
COVID-19 pandemic.

Live Zoom meeting may be accessed:

PC, Mac, Linux, IOS or Android

<https://us06web.zoom.us/j/81042557383>

Password: HSC202!mtg

or

by dialing:

602-333-0032 (USA)

888-270-9936 (US Toll Free)

Conference code: 926143

(Live Closed Captioning Will Be Provided)

Meeting materials will be posted online at
www.fairfaxcounty.gov/human-services-council

or by contacting V. Coleman at
viola.coleman@fairfaxcounty.gov.

This will be a General Body Meeting

For ADA accommodations, please contact 703-324-4600. TTY: VA Relay 711

Human Services Council-General Monthly Meeting

Virtual – Video/Audio Conference

Zoom Information:

Join from PC, Mac, Linux, iOS, or Android:

<https://us06web.zoom.us/j/81042557383>

Password: **HSC202!mtg**

Or telephone: 1-888-270-9936 (code: 926143)

August 15, 2022, 7:00 p.m.

AGENDA

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| <i>Call to Order</i> | Michele Menapace (Chair) |
| <i>Roll Call (Motions to Proceed with Electronic Meeting)</i> | Michele Menapace (Chair) |
| <i>Approve July Meeting Minutes</i> | Michele Menapace (Chair) |
| <i>Health and Human Services Update</i> | Chris Leonard (Deputy County Executive for Health and Human Services) |
| <i>HHS Innovation Fund</i> | Tom Goodwin and Patrice Winter (HSC) Jenifer Henry-Jones and Norma Lopez (NCS) |
| <i>Adoption of the HSC Remote Participation and All-Virtual Meetings Policies</i> | Michele Menapace (Chair) |
| <i>Member Sharing</i> | HSC members |
| <i>Chair's Report</i> | Michele Menapace (Chair) |
| <i>Adjourn</i> | Michele Menapace (Chair) |

Next HSC General Membership Meeting: **September 19, 2022, 7 p.m.**

www.fairfaxcounty.gov/human-services-council

Human Services Council Meeting Minutes

July 18, 2022

7:00 p.m.

Via Zoom: <https://us06web.zoom.us/j/81042557383> with password HSC202!mtg,
or telephone 602-333-0032, 888-270-9936 (U.S. Toll Free), conference code 926143

HSC Members Present: Michele Menapace (Chair/Lee), Alis Wang (Vice Chair/Mason), Jeff Dannick (Braddock), Robert Faherty (Lee), Christopher Falcon (Mason), Rev. Dr. Jerrold L. Foltz (Sully), Leah Ganssle (Sully), Thomas Goodwin (Providence), William Kogler (Springfield), Steven Lam (Springfield), Dr. Fatima Mirza (Dranesville), Dr. Gerald V. Poje (Hunter Mill), and Paul Thomas (Hunter Mill).

HSC Members Excused: Steven Bloom (Dranesville), Martin Machowsky (At-Large), and Dr. Patrice Winter (Braddock).

HSC Members Absent: Kevin Bell (At-Large) and Adwoa Rey (Mt. Vernon).

Staff Present: Chris Leonard (Deputy County Executive for HHS), Michelle Gregory (Management and Budget), Jill Clark (Neighborhood and Community Services (NCS)), and Viola Coleman (NCS).

Call to Order: Human Services Council (HSC) Chair Menapace called the meeting to order at 7:06 p.m. Chair Menapace took attendance and made the requisite motions required for virtual meetings as part of Virginia FOIA compliance.

Chair Menapace explained the need to conduct the HSC meeting electronically due to the COVID-19 pandemic, which has made it unsafe for the HSC and the public to physically assemble. The live video and audio Zoom meeting was accessible by computer or phone. Chair Menapace moved to approve conducting the meeting electronically. The motion was seconded and unanimously carried. Poje moved for the necessity to move forward with all the matters discussed in tonight's meeting for the continuity and continuation of operations and the discharge of the HSC's lawful purposes, duties, and responsibilities. The motion was seconded and unanimously carried.

Approval of the Minutes: The June 27, 2022 meeting minutes were presented for review and approval. Foltz moved to approve the minutes and was seconded. The motion carried.

Health and Human Services Updates: Chris Leonard, Deputy County Executive for Health and Human Services (HHS), reminded the HSC of the Board memo (NIP) that was recently shared with them on the Needs Assessment 2022, which is produced every three years. He noted that HHS agencies use the Needs Assessment to guide their strategic planning and resource planning. He announced that application for the 2022 Nonprofit Sustainability Grants will be released by the end of July, which will provide \$6 million to support local nonprofits.

Leonard reminded the HSC that the next Board of Supervisors (BOS) HHS Committee meeting will be on July 26 at 9:30 a.m. Topics will include youth behavioral health, early childhood education, and the Park Authority equity initiatives. He also noted that the FY 2022 carryover package will be released on August 2 and the BOS will approve it in October 2022. There will be several funding items related to HHS in the carryover package.

Leonard answered questions about the new 988 Suicide and Crisis Lifeline number, hyperthermia resources in place across the County, and power outages.

Presentation on Needs Assessment 2022: Michelle Gregory, countywide data analytics coordinator in the Department of Management and Budget, presented on the Needs Assessment 2022. Gregory shared the

purpose and background of it and how it aligns with Countywide Strategic Plan. This year's report will be released in three stages with the first focused on economic factors. A new feature is the inclusion of a web-based story map capturing the economic impacts of the COVID-19 pandemic and conditions such as high inflation. Gregory reported that the two other parts of the Needs Assessment that will be released later this year focus on health and transportation. After the presentation, members asked questions related to data trends, inequities, and wealth-building indicators.

HHS Resource Plan Update: Jill Clark, senior HHS policy and program analyst, provided an update on the Strategic Allocation of Resources (StAR), formally known as the HHS Resource Plan. She shared the history of the Plan and its use and purpose. Clark reported that a workgroup developed a new framework for StAR, which is aligned to the Countywide Strategic Plan and Needs Assessment. She shared that StAR is the "how" in the operationalization of the Countywide Strategic Plan. Clark presented the StAR process with an illustrated four-stage timeline. She provided priority area examples and discussed next steps, which include an implementation workgroup and stakeholder engagement. It was noted during the Q&A part that the County should leverage its funding whenever possible through public-private partnerships to maximize the investment in new initiatives.

Member Sharing: Tom Goodwin provided an update for the Innovation Fund and the universal basic income pilot. He reported that the planning committee now has definition of "economic mobility" that will guide the efforts. He also noted that NCS staff are working on a framework for future projects, which will be shared at an upcoming HSC meeting.

Menapace reported that Thomas will be the new HSC representative on the Successful Children and Youth Policy Team. Poje reported that he is now serving on the Executive Committee with the Affordable Housing Advisory Council.

Jeff Dannick announced his resignation from the HSC due to other responsibilities. Members shared their appreciation for his years of services and wished him well.

Chair's Report: Menapace reported that the Consolidated Community Funding Pool funding was awarded in June. This was the first cycle using the redesigned process so there may be additional tweaks in the next cycle.

Adjournment: Chair Menapace adjourned the meeting at 8:53 p.m.

Minutes captured by Coleman.

THE HUMAN SERVICES COUNCIL POLICY FOR THE REMOTE PARTICIPATION OF MEMBERS

1. **AUTHORITY AND SCOPE**

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Fairfax County Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2. This policy also does not apply to an all-virtual public meeting.

2. **DEFINITIONS**

a. “**BAC**” means the Fairfax County Human Services Council or any committee, subcommittee, or other entity of the Human Services Council.

b. “**Member**” means any member of the Human Services Council

c. “**Remote participation**” means participation by an individual member of the Human Services Council by electronic communication means in a public meeting where a quorum of the Human Services Council is physically assembled, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. “**Notify**” or “**notifies**,” for purposes of this policy, means written notice, such as email or letter. Notice does not include text messages or communications via social media.

3. **MANDATORY REQUIREMENTS**

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

a. A quorum of the Human Services Council must be physically assembled at the primary or central meeting location; and

b. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able

to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.

4. **PROCESS TO REQUEST REMOTE PARTICIPATION**

a. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the Human Services Council Chair (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance, (iii) their principal residence location more than 60 miles from the meeting location, or (iv) a personal matter and identifies with specificity the nature of the personal matter.

b. The requesting member shall also notify the Human Services Council staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.

c. If the requesting member is unable to physically attend the meeting due to a personal matter, the requesting member must state with specificity the nature of the personal matter. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely for the other authorized purposes listed in (i)—(iii) above.

d. The requesting member is not obligated to provide independent verification regarding the reason for their nonattendance, including the temporary or permanent disability or other medical condition or the family member's medical condition that prevents their physical attendance at the meeting.

e. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

5. **PROCESS TO CONFIRM APPROVAL OR DISAPPROVAL OF PARTICIPATION FROM A REMOTE LOCATION**

When a quorum of the Human Services Council has assembled for the meeting, the Human Services Council shall vote to determine whether:

a. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and

b. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

6. **RECORDING IN MINUTES:**

a. If the member is allowed to participate remotely due to a temporary or permanent disability or other medical condition, a family member's medical condition that requires the member to provide care to the family member, or because their principal residence is located more than 60 miles from the meeting location the Human Services Council shall record in its minutes (1) the Human Services Council's approval of the member's remote participation; and (2) a general description of the remote location from which the member participated.

b. If the member is allowed to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as how many times the member has attended remotely due to a personal matter, and a general description of the remote location from which the member participated.

c. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

7. **CLOSED SESSION**

If the Human Services Council goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

The Chair (or Vice-Chair) shall maintain the member's written request to participate remotely and the written response for a period of one year, or other such time required by records retention laws, regulations, and policies.

THE HUMAN SERVICES COUNCIL POLICY FOR ALL-VIRTUAL PUBLIC MEETINGS

1. **AUTHORITY AND SCOPE**

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Fairfax County Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2.

2. **DEFINITIONS**

a. “**BAC**” means the Fairfax County Human Services Council or any committee, subcommittee, or other entity of the Human Services Council].

b. “**Member**” means any member of the Human Services Council.

c. “**All-virtual public meeting**”, means a public meeting conducted by the Human Services Council using electronic communication means during which all members of the public body who participate do so remotely rather than being assembled in one physical location, and to which public access is provided through electronic communication means, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. “**Notify**” or “**notifies**,” for purposes of this policy, means written notice, including, but not limited to, email or letter, but does not include text messages or messages exchanged on social media.

3. **WHEN AN ALL-VIRTUAL PUBLIC MEETING MAY BE AUTHORIZED**

An all-virtual public meeting may be held under the following circumstances:

a. It is impracticable or unsafe to assemble a quorum of the Human Services Council in a single location, but a state of emergency has not been declared by the Governor or Fairfax County Board of Supervisors; or

b. Other circumstances warrant the holding of an all-virtual public meeting, including, but not limited to, the convenience of an all-virtual meeting; and

c. The Human Services Council has not had more than two all-virtual public meetings, or more than 25 percent of its meetings rounded up to the next whole number, whichever is greater, during the calendar year; and

d. The Human Services Council's last meeting was not an all-virtual public meeting.

4. **PROCESS TO AUTHORIZE AN ALL-VIRTUAL PUBLIC MEETING**

- a. The Human Services Council may schedule its all-virtual public meetings at the same time and using the same procedures used by the Human Services Council to set its meetings calendar for the calendar year; or
- b. If the Human Services Council wishes to have an all-virtual public meeting on a date not scheduled in advance on its meetings calendar, and an all-virtual public meeting is authorized under Section 3 above, the Human Services Council Chair may schedule an all-virtual public meeting provided that any such meeting comports with VFOIA notice requirements.

5. **ALL-VIRTUAL PUBLIC MEETING REQUIREMENTS**

The following applies to any all-virtual public meeting of the Human Services Council that is scheduled in conformance with this Policy:

a. The meeting notice indicates that the public meeting will be all-virtual and the Human Services Council will not change the method by which the Human Services Council chooses to meet without providing a new meeting notice that comports with VFOIA;

b. Public access is provided by electronic communication means that allows the public to hear all participating members of the Human Services Council;

c. Audio-visual technology, if available, is used to allow the public to see the members of the Human Services Council;

d. A phone number, email address, or other live contact information is provided to the public to alert the Human Services Council if electronic transmission of the meeting fails for the public, and if such transmission fails, the Human Services Council takes a recess until public access is restored;

e. A copy of the proposed agenda and all agenda packets (unless exempt) are made available to the public electronically at the same time such materials are provided to the Human Services Council;

f. The public is afforded the opportunity to comment through electronic means, including written comments, at meetings where public comment is customarily received; and

g. There are no more than two members of the Human Services Council together in one physical location.

6. **RECORDING IN MINUTES:**

Minutes are taken as required by VFOIA and must include the fact that the meeting was held by electronic communication means and the type of electronic communication means used.

7. **CLOSED SESSION**

If the Human Services Council goes into closed session, transmission of the meeting will be suspended until the public body resumes to certify the closed meeting in open session.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the matters that will be considered or voted on at the meeting.