

# Fairfax-Falls Church Community Services Board

May 23, 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; Gary Ambrose; Thomas Burger; Basilio ‘Sonny’ Cachuela Jr.; Ken Garnes; Sheila Coplan Jonas; Bettina Lawton; Edward Rose; Diane Tuininga; and Jane Woods

The following CSB members were absent: Daria Akers; Molly Long; Paul Luisada; Nancy Scott; and Adrienne Walters.

The following CSB staff was present: Daryl Washington; Michael Lane; Victor Mealy; Lisa Potter; Lyn Tomlinson; Laura Yager; and Cindy Tianti

Guests: Georgia Bachman, Mark Blackwell, Peggy Cook, Marissa Farina-Morse, Dr. Debra O’Beirne, and LaVurne Williams,

## 1. Meeting Called to Order

Suzette Kern called the meeting to order at 5:02 p.m., following which Ms. Kern extended congratulations for Daryl Washington’s appointment as Executive Director of the CSB, effective immediately, and to Michael Lane for his appointment as Director of the Office of Strategy Management (OSM) for Health and Human Services, effective July 9, 2018

## 2. Matters of the Public

None were presented.

## 3. Amendments to the Meeting Agenda

The agenda was provided for review and approved as presented.

## 4. Approval of the Minutes

Draft minutes of the April 25, 2018 meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no suggestions for revision were offered, Ken Garnes made a motion for approval, which was seconded and passed.

## 5. Matters of the Board.

Diane Tuininga updated efforts to coordinate the 2018 Annual Wellness and Recovery Conference. Ms. Tuininga reported the date of the conference was set for Friday, October 12, 2018, from 10:00 a.m. to 2:00 p.m., noting that a light breakfast and lunch will be provided. Additionally, Ms. Tuininga shared the title of this year’s conference, titled *Embracing Our Best Selves*. A ‘save the date’ communication notice is being developed and is anticipated to be sent out soon.

Gary Ambrose announced a tour is scheduled Thursday, May 26<sup>th</sup> for the Merrifield Center, the Adult Detention Center (ADC), and related county locations. This is part of an ongoing series of benchmark efforts related to Diversion First. In attendance are representatives of the National Association of Counties, the National Institute of Corrections, the Prince William Regional Jail, the American Jail Association, the Bureau of Justice Assistance, the Middlesex Sheriff's Office, the National Sheriff's Association, and the Council of Save Governments. Also in attendance, will be Diversion First Leadership, including Chairman Bulova.

## 6. Committee Reports

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

Gary Ambrose provided details of the April meeting reporting a presentation related to a recent tour of the Chesterfield County Jail. In attendance were CSB, County and Sheriff's Office staff including Lyn Tomlinson, Daryl Washington, Mark Blackwell, Laura Yager, Marissa Farina-Morse, and Lt. Col. Mark Sites. The primary focus of the tour is to learn more about HARP (Heroin Addiction Recovery Program) a primarily peer run program developed by Sheriff Karl S. Leonard to address the increase in heroin and opioid related deaths in Chesterfield County. Highlights of several key components of the program included the commitment and dedication of Sheriff Leonard and his deputies, substantial and innovative peer involvement, engaged post discharge resources including employment and sober housing, and of particular note is the continued engagement of program alumni, allowed to return to check up on inmates in the program.

**The next BHOC meeting is scheduled Wednesday, June 13, 5:00 p.m. at the Merrifield Center, Level 1-Room 308A/B.**

### B. *Fiscal Oversight Committee:*

Captain Basilio 'Sonny' Cachuela, Jr reported a Financial Status update that was provided by Robyn Fontaine and Michael Lane, some highlights of which include:

- The FY 2018 end of year balance is projected to be significant. A reminder was offered that the balance is an accumulation of positive quarterly balances since 2013, primarily attributed to Compensation and Fringe Benefit balances. Further noting that when funds roll forward into a new FY, the balance is reallocated to Operating.
- Reporting additional information received today impacting the HR Update report provided at the meeting, Captain Cachuela further reported that the vacant general merit positions are further decreased from the 102 positions reported at the meeting to 98 as of this day, (May 25, 2018).
- An increase in vacant Behavioral Health Specialist positions is largely attributed to internal promotions.
- Recruitment for Compliance and Risk Management staff includes a Risk Manager, a Quality Assurance Manager and a Deputy Asst. to the Compliance and Risk Management Director.
- Michael Lane provided an update to the Springfield site closure, and will provide the update to the full Board later in the meeting.

- Additional recruitment efforts include several Fiscal Leadership positions including, a Senior Fiscal Manager, a Revenue Cycle manager, and an as-yet untitled ‘financial manager’ position. Captain Cachuela further reported he will sit on the interview panel for the Senior Fiscal Manager, the ad for which, recently closed.
- The Diversion First update was provided by Daryl Washington, some highlights of which included:
  - A new Fairfax Co Police Officer was placed at the Merrifield Crisis Response Center (MCRC).
  - Abbey May, Service Director Emergency Services, is recruiting for positions awarded in the FY 2019 budget.
  - Additionally, Ms. May is working with the Behavioral Health Director for Inova to transfer medical clearance services to the MCRC, current efforts focus on developing a procedure for lab work processing.
  - Marissa Farina-Morse, Service Director Jail Services, is working with the new Director of the Northern Virginia Mental Health Institute (NVMHI) to establish a procedure for placement of discharged inmates at NVMHI, avoiding the significantly longer transport to Western State Hospital.
  - Noting FY 2019 starts July 1, 2018, Captain Cachuela reported that the budget included two new law enforcement positions at the MCRC including one Police Officer and one Deputy Sheriff. It was also noted that the tax rate was increased by 2¢, further noting that 52.8% of the budget is spent on Fairfax County Public Schools (FCPS).

**The next meeting is Friday, June 15, 9:00 a.m. at the Pennino Building, Room 836A.**

*C. Developmental Disabilities (DD) Committee:*

Co-Chair Jane Wood, noting the DD Committee does not meet until June, provided some highlights of information to be provided at the June meeting, some of which includes:

- Transportation company LogistiCare was recently awarded, un-awarded, and re-awarded the transportation contract for DD services by Department of Medical Assistance Services (DMAS). Noting the difficulty of providing transportation services, Ms. Woods noted that LogistiCare staff is independently implementing improvement recommendations that were not integrated in the RFP (Request for Proposal), including discreet video-only cameras mounted in the vehicles with a planned implementation date of July 1, 2018. Intended to be used primarily for accident investigations, FOIA allowances are being investigated, It was further noted that utilizing GPS location for real-time tracking is also being investigated. It was confirmed that families, facilities, and individuals have all been notified.
- The next WIN (Welcoming Inclusion Network) meeting is Monday, June 4, 2018, flyers were made available to the attendees. In an effort to reflect all of the communities served by the CSB, including Fairfax County and the Cities of Fairfax and Falls Church, the meeting will be held in Fairfax City at the Sherwood Center. The agenda includes development of a charter and

identification of tasks and responsibilities. It is anticipated that a report on WIN accomplishments will be presented to the Board of Supervisors (BOS) in November/December 2018.

- Additionally, a second flyer was provided, announcing the 45<sup>th</sup> Anniversary Celebration for MVLE on Tuesday, June 5<sup>th</sup> at the Government Center.

**The next meeting is Wednesday, June 6 at 5:30 p.m. at the Merrifield Center, Level 1-Room 308A/B.**

#### D. *Other Matters*

Ken Garnes, provided an update to the CSB Board Officer Ad Hoc Nominating Committee, including a reminder that Mr. Garnes, Gary Ambrose, and Capt. Cachuela make up the Committee and can accept a nomination. A reminder was offered that the vote, including additional nominations that may be made at the meeting, will take place at the June CSB Board meeting.

Suzette Kern reported a new CSB Board member has been announced to fill the Braddock District seat, to be vacated by Molly Long in June. Rachna Heizer is scheduled to be appointed at the June 19<sup>th</sup> BOS meeting.

Ms. Kern further reported that efforts are underway to fill the Deputy Director of Clinical Operations and the Deputy Director of Administrative Operations positions. Recruitment ads will be placed for three weeks. Board members are requested to participate on the interview panels, interested members should notify Erin Bloom.

Michael Lane offered a reminder that the Human Services Issues Paper is due for the annual review, noting staff initiate the process. Following staff development, draft versions will be submitted in July to the CSB Board Executive Committee for additional recommendations.

#### 7. Action Item

##### A. *SAMHSA (Substance Abuse and Mental Health Services Administration) Outreach and Intervention with Youth and Young Adults at Clinical High Risk of Psychosis Grant Application*

Laura Yager and Marissa Farina-Morse provided an overview, noting that the amount of the grant is \$1.6M at \$400K each year for four years. The funds if awarded, will establish an early intervention program that complements the previously established Turning Point program.

Noting this grant, and the other two grants listed below, is 'off schedule' for BOS meetings, a NIP (Not in Package) memo is being prepared for BOS submission and approval on May 24, 2018.

Jane Woods made a motion for approval to submit the SAMHSA grant application which was seconded and approved.

##### B. *Department of Justice, Office of Justice Programs, and Bureau of Justice Assistance for FY 18 Justice Mental Health Collaboration Grant Application*

Laura Yager reported this grant is for a Mental Health and Justice Collaboration Program. The amount, if awarded, is \$750K over three years, and does require a 20% in-kind

match, that is already covered with a combination of existing personnel and treatment capacity. This will provide two staff to deliver up to 5-7 hours of extra support per week at the Behavioral Health Specialist level, to individuals in the Jail Diversion program to prevent recidivism.

Jane Woods offered a motion for approval to submit the FY 18 Justice Mental Health Collaboration Grant application that was seconded and approved.

*C. Adult Drug Court Discretionary Grant*

Marissa Farina-Morse, noting an incorrect title was provided for the Board Packet, offered a correction, that is reflected in the minutes. The grant is for funding totaling \$500K over four years to establish a full-time CSB Supervisor position at the Drug Court, noting establishment of the Drug Court has already been approved. Additionally, the funds will provide partial funding for some treatment services allocated to the Drug Court. This application also requires a 25% in-kind match.

Jane Woods made a motion for approval to submit the grant application, when completed, which was seconded and unanimously approved.

*D. CSB Board Compliance Committee Charter*

Suzette Kern, offered a reminder that an Ad Hoc Compliance Committee was recently formed to develop a charter that will outline the Committee's purpose, membership, responsibilities, and expected outcomes. The Charter stipulates that the CSB Board Compliance Committee will be made up of the Executive Committee members and will meet at 4:00 p.m. on the third Wednesday monthly, directly prior to the Executive Committee. It was noted that the Compliance Committee was already listed in the CSB Board Bylaws. The Compliance Committee first meeting will be June 20 at 4:00pm.

Bettina Lawton made a motion for approval of the CSB Board Compliance Committee Charter, which was seconded and approved.

*E. Establishment of CSB Ad Hoc Fee Policy Committee*

Suzette Kern and Michael Lane offered a reminder that this committee is established annually to assist a CSB staff committee in the required annual review and update of the CSB's fees and fee policies and regulations. It was confirmed that the proposed Virginia Medicaid Expansion, if adopted in the state budget, is anticipated to impact this process. Ms. Kern announced that the volunteer CSB Board members are Gary Ambrose, who agreed to be the Chair of the Committee, Jane Woods, and Suzette Kern. Mr. Lane confirmed that LaKeisha Flores- Kennedy is the CSB staff member who will lead the CSB Fee Policy Committee and will also act as liaison to the Ad Hoc Committee.

Bettina Lawton made a motion for approval of the establishment of the Committee, which was seconded and approved.

*F. CSB Board Policy Revisions*

Suzette Kern directed attention to the copies of the CSB Board policies #1108 and #1400, provided in the Board materials, noting the policies are submitted for review, recommendation for revision, and posting for public comment. Policy #1108 is titled "Performance Evaluation of the Executive Director" and policy #1400 is titled

“Executive Director.” Ms. Kern highlighted that both a ‘tracked changes showing’ and a ‘tracked changes accepted’ version of the policies had been provided. Following Board review, the addition of the word ‘including’ to the end of paragraph 2 for policy #1400 was suggested and incorporated.

Bettina Lawton made a motion for approval to post CSB Board Policies #1108 and # 1400 for public comment, which was seconded and approved.

## 8. Director’s Report

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

- Mr. Lane, providing an update to the closure of the Springfield site, reported a recent staff meeting attended by Jean Hartman and Lyn Tomlinson.
  - Current census data results for individuals and staff affected are 245 adults with 10 staff members, 80 youth with five staff, and 28-30 CRSP (Community Readiness and Support Program) clients with four staff.
  - As the preferred relocation site is Merrifield, an analysis is underway to ensure Merrifield is the most appropriate site for the majority of individuals, staff and service provision. Noting that the moves must be completed by mid-December 2018, staff is working with FMD (Facilities Management Division) on space reconfiguration possibilities, with a final plan anticipated to be in place in June.
- Daryl Washington, offering a reminder that the contract with PRS (Psychiatric Rehabilitation Services) to provide Psychosocial Rehabilitation services (CRSP) expires December 31, 2019. Development of a Request for Proposal (RFP) for provision of these services is anticipated to begin in the fall/winter 2018-2019, with an anticipated release in spring/summer 2019, and the award announced in the summer or perhaps the fall of 2019.
- The Turning Point program, currently provided through contract with PRS, is scheduled to become a directly operated program of the CSB, to address staffing requirements.
- A key topic of the Executive Director session at the recent VACSB (Virginia Association of Community Services Boards) Conference was WaMS (Waiver Management System) the state electronic data management system. CSB staffs across the state, including our Informatics team, are working to develop a ‘bridge’ for communication between electronic data management systems providing a transfer of waiver information already entered. With a state issued deadline of July 1, 2018, it is anticipated that the majority of CSBs will not be able to meet the deadline. Possible impact to the State Community Services contract is unknown, as it has yet to be released. The Board will be updated as information becomes available. Some revision to the State Community Services contract timeline is anticipated to reflect the delay in the release of the contract.
- The Fairfax County Sheriff’s Office is renewing several accreditations, including from the National Commission on Correctional Healthcare (NCCHC), American Correctional Association (ACA), Department of Corrections (DOC), and Virginia Law Enforcement Professional Standards Commission (VLEPSC). During this renewal period, they are seeking to add mental health care to their existing accreditation from NCCHC. In support of these efforts, there was a mock audit on May 9<sup>th</sup> and 10<sup>th</sup>, that resulted in numerous recommendations. Among these is a recommendation impacting HIPAA requirements

and staffing needs. Efforts are underway to determine a resolution of the recommendations. The board directed staff to work closely with the Sheriff's Office to resolve pending issues and to keep the board informed of progress.

- Lisa Potter distributed copies of the CSB Status Update - FY 2018 Third Quarter report highlighting that when ITC (Infant and Toddler Connection) transfers to DFS (Department of Family Services) on July 1, 2018, the census and demographics of persons served, particularly in those aged 0-11, will be significantly impacted. Additional highlights included:
  - The anomaly in the percentage of people with different types of healthcare seen in the second quarter, was resolved when the payer tables were updated with the implementation of CCC+ (Commonwealth Coordinated Care Plus) as expected. Staff will continue to monitor
  - As predicted, Emergency Services and ECO (Emergency Custody Orders) have continued to increase.
  - Addressing an apparent drop in individuals with primary healthcare, this was anticipated as a minor drop off is typically seen as new individuals without primary healthcare engage in services.

#### 9. Closed Session

At 6:24 p.m. a motion was offered, seconded, and passed to meet in closed session Regarding written advice of legal counsel to state, regional or local public bodies or the officers or employees of such public bodies, and any other information protected by the attorney-client privilege pursuant to Va. Code §2.2-3705.1(2), and discussion of information relating to the negotiation and award of a specific contract where competition or bargaining is involved and where the release of such information would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Va. Code §2.2-3705.1(12).

At 8:20 p.m. the Board reconvened the open session, at which time a motion was offered, seconded and passed, that in accordance with Virginia Code Section 2.2-3712, the CSB Board certify that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed, or considered 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 8:22 p.m.

Actions Taken--

- ◆ The April 25, 2018 CSB Board meeting minutes were approved.
- ◆ Submission of the SAMHSA Grant was approved.
- ◆ Submission of the FY 18 Justice Mental Health Collaboration Grant was approved.
- ◆ Submission of the Adult Drug Court Discretionary Grant was approved.
- ◆ The CSB Board Compliance Committee Charter was approved.
- ◆ The CSB Ad Hoc Fee Policy Committee was established.
- ◆ The proposed CSB Board Policy Revisions were approved to be posted for public comment.

June 27, 2018

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Date



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Staff to Board