

# Fairfax-Falls Church Community Services Board

## Virtual Meeting Minutes

### December 16, 2020

The Board met electronically due to the COVID-19 pandemic that has made it unsafe to physically assemble a quorum in one location or to have the public present. Access was made available via video and audio conference call to CSB Board members, CSB staff, and members of the public. The meeting notice, including participation instructions, was posted electronically and on the building in which the meeting is typically held. Additionally, attendees 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: Bettina Lawton Chair (Vienna); Jennifer Adeli (Great Falls); Karen Abraham (Fairfax); Daria Akers (Fairfax); Robert Bartolotta (Ashburn); Captain Derek DeGeare (Loudoun Co.); Sheila Coplan Jonas (Alexandria); Larysa Kautz (Alexandria); Garrett McGuire (Alexandria); Srilekha Palle (Fairfax); Edward Rose (Falls Church); Andrew Scalise (Fairfax); Sandra Slappey (Fairfax City), and Anne Whipple (Great Falls).

The following CSB Board members were absent: Daniel Sherrange; and Ken Garnes

The following CSB staff was present: Georgia Bachman; Jessica Burris; Evan Jones; Lisa Flowers; Shana Grady; Michael T. Lane; Elizabeth McCartney; Louella Meachem; Linda Mount; Michael Neff; Cindy Tianti; Lyn Tomlinson; Barbara Wadley-Young; Kristen Werner; and Marla Zometsky

1. Meeting Called to Order

Bettina Lawton, CSB Board Chair, called the meeting to order at 5:09 p.m.

2. Roll Call and Audibility

Ms. Lawton conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members was present and audible. Ms. Lawton passed the virtual gavel to CSB Board Vice Chair Jennifer Adeli to make several motions required to start the meeting.

A motion was offered confirming that each member's voice was audible to each other member of the CSB Board present, this motion was seconded by Edward Rose and passed unanimously.

3. Preliminary Motions

CSB Board Chair Bettina Lawton 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 CSB 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 and using participant code 7703575. Motions were seconded by Edward Rose and unanimously approved.

Ms. Lawton made a final motion that that all the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of the CSB Board's lawful purposes, duties, and responsibilities. The motion was seconded by Edward Rose and unanimously passed.

4. Matters of the Public

Two members of the public attended via conference call to provide comment on concerns related to the consideration of contracting for some services including residential substance use disorder treatment that are currently provided by CSB staff.

5. Recognition

Offering a reminder that Ken Garnes was retiring from the Board this month, Bettina Lawton shared the content of a certificate developed for Mr. Garnes expressing appreciation for his eight years of dedicated and valued service to the residents of Fairfax County and the cities of Fairfax and Falls Church.

6. Amendments to the Meeting Agenda

The meeting agenda was provided for review. Bettina Lawton noted that the agenda incorrectly listed approval of the August 2020 CSB Board draft minutes, asking that this be revised to correctly indicate the November 2020 minutes. Following this revision, Edward Rose made a motion to approve the agenda as revised that was unanimously passed.

7. Approval of the Minutes

Draft minutes of the November 18, 2020 virtual meeting of the Fairfax-Falls Church Community Services Board were presented for review. As no further revisions were suggested, Edward Rose made a motion for approval, which was seconded by Captain Derek DeGeare and passed unanimously.

8. Staff Presentation

Louella Meachem directed attention to the presentation slides displayed on the meeting screen noting that each section would be provided by a senior staff member from the identified area. Highlights of the presentations are provided below:

- Ms. Meachem clarified that she is the Director of four service areas including Nursing, EAR (Engagement Assessment & Referral), WHPP (Wellness, Health Promotion, and Prevention), and Primary Care Integration. Ms. Meachem introduced team members Shana Grady, Assessment Unit Manager & Health Care Integration Program Director and Kristen Werner, Assessment Unit Supervisor who will present the EAR information, and Marla Zometsky, Wellness, Health Promotion, and Prevention Manager who will provide the WHPP service area presentation.
- *Nursing*: included in the review of each slide was clarification that FIT testing includes medical clearance of staff to ensuring a proper fit of the N-95 respirator masks to the wearer.

- *EAR*: staff management of the revisions to service delivery as well as the numbers of individuals served due to COVID-19 were highlighted, noting the successful implementation of telehealth service delivery and increased teleworking. Lessons learned while adjusting to the changes have resulted in some planned service improvements including increased focus on equity and some changes to the initial contact process.
- *WHPP*: the review of the slides included some clarification to WHPP programs including the DBHDS Priority Prevention Strategies that are statewide initiatives. Some additional details were provided to include:
  - *Al's Pals* is a program for childcare providers and some kindergartens on social/emotional learning and development in children up to age eight.
  - *SOR (State Opioid Response Grant)* supports opioid abuse prevention and intervention programs.
  - *Regional Suicide Prevention* supports several programs including Kognito and CrisisLink and supports the Fairfax Prevention Coalition.
  - *Counter Tools* offers merchant education to the approximately 638 vendors in Fairfax County on the sale of tobacco products to minors.
  - *ACE (Adverse Childhood Experiences) Interface Training*: is a presentation on the impact of adversity in childhood that impacts physical and mental health. The CSB, FCPS (Fairfax County Public Schools) and the Trauma Informed Community Network partner in this initiative.
  - *Community Coalition Development*: includes several programs and initiatives illustrated in the materials provided.

Members and staff engaged in robust discussion following the presentations.

#### 9. Director's Report

Multiple agency updates were provided by CSB staff as listed below.

- Assistant Deputy of Community Living Treatment & Supports, Barbara Wadley-Young provided an update to the placement of the individuals impacted by the Etron contract cancellation, noting that services are now contracted through ECHO. Efforts are ongoing to work with the impacted individuals and their families to transition all 49 of the individuals.
- Director of Clinical Operations, Lyn Tomlinson directed attention to the Time to Treatment charts included in the meeting materials (9A-1 – 9A-4). Noting little change in the youth wait times and only minor improvements to adult wait times, this was attributed to increased staff vacancies primarily attributed to pandemic leave.
- Referencing the Substance Use Disorder Residential waiting list charts (9D-1 – 9D-5), Ms. Tomlinson highlighted the decreased census primarily attributed to meeting physical distance requirements. It was further reported that between July 2019 and June 2020, a total of 38 individuals were provided Substance Use Disorder contract or Purchase of Service (POS) services. Bettina Lawton requested additional information related to the data provided on the FY18 – FY20 SUD Residential Programs Service Totals (9D-4).

- Director of Analytics and Evaluation, Linda Mount, provided an overview of the Clients Served-Average Weekly Count charts (9A-5 – 9A-14) clarifying that the data reflects the number of individuals served each day by week. It was further clarified that a light blue bar graph line indicates an individual receiving services while a dark blue line indicates face-to-face or televideo or telehealth services were provided.
- Deputy Director of Administrative Operations, Michael Neff, providing an update to COVID-19 procedures, reported a significant increase in CSB staff testing positive. It was confirmed that communication and vigilance/awareness has increased. Additionally, cleaning protocols have been strengthened. It was clarified that meetings are held via technology, and if meeting in-person, vigorous physical distancing is employed.
- Mr. Neff also provided an overview of the HR report (9C-3) highlighting the total vacant general merit positions is 86, just under the vacancy breakeven point (VBP) of 89 set by DMB (Department of Management and Budget). Mr. Neff described recent efforts to track the daily number of staff on leave, offering a reminder of the numerous leave options during COVID. It was discovered that total staff vacancies have totaled more than 300 positions (out of 1,237) in a day, further supporting the need for flexibility from DMB for increased hiring.
- Mr. Neff, directing attention to the chart on page 9D-5 in the meeting materials, reported the data provided the costs for directly operating the Substance Use Disorder Residential programs. Mr. Neff and Ms. Burris provided an overview of the table including the methodology employed, noting the data covers the three prior fiscal years.
- Further, Mr. Neff referred to comments from previous CSB Board meetings, provided clarification for offering an RFP (Request for Proposal) vs. an RFI (Request for Information) when seeking vendors. An RFI *can* include a request for a cost proposal, however, the vendor is not held to the proposal provided if/when also submitted an RFP.
- Jessica Burris, Chief Financial Officer, provided an overview of the financial documents some highlights of which included:
  - *November Modified Fund Statement:* Better than expected non-county revenue was attributed to an atypical third payment as noted in State DBHDS and Federal Pass Thru SAPT Block Grant line items that will be reconciled in December. The CSB was reimbursed approximately \$280K in reprocessed claims following an internal audit conducted by a contracted MCO (Managed Care Organization).
  - *Variable Revenue Analysis:* Overall, revenue is exceeding expectations, noting minor differences in the target vs. actuals.
- Elizabeth McCartney, Legislative Liaison, directed attention to the document titled VACSB Budget Priorities for State Fiscal Year 2022 (Virginia Association of Community Services Board) noting that this document is typically included in the legislative packets that were provided in support of legislative outreach in October 2020. It was confirmed that any update to the VACSB budget priorities

will be provided once published. Additionally, Ms. McCartney confirmed that Governor Northam had released the final budget amendments allowing the draft testimony provided by CSB Board members at the January Budget Hearings to be finalized.

Members and staff engaged in robust discussion following each report.

10. Matters of the Board

Bettina Lawton reported that initial revisions to the CSB Board Bylaws were nearly completed, noting that a draft copy will be forwarded to the full CSB Board for further review and recommendation. Members were encouraged to review and reply in a timely manner. A reminder was offered that the draft By-laws will be submitted at the January 2021 CSB Board meeting for approval to send to the Board of Supervisors for final approval in February 2021.

11. Action Item

A. *CSB Board Policy Approval*

CSB Board policy #2120 was submitted to the CSB Board for final review and approval. Acknowledging that no further recommendations were forthcoming Sheila Jonas made a motion to approve the policies as submitted that was seconded by Daria Akers and unanimously approved.

There being no further business to come before the CSB Board, the meeting was adjourned at 7:24 p.m.

Actions Taken - -

- Motions required to start the virtual meeting including roll call & audibility, safety, electronic meeting and public access, and continuity in government were offered by Bettina Lawton, seconded, and passed.
- The November 18, 2020 CSB Board Meeting minutes were approved as presented.
- Additional information related to the data provided on the FY18 – FY20 SUD Residential Programs Summary (9D-4) will be provided to the Board.
- CSB Board policy #2120 was approved.

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January 27, 2020

Date Approved

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Staff to the CSB Board