

CSB Fiscal Oversight Committee Meeting Minutes

July 15, 2021

The Fiscal Oversight Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

Members in Attendance:

In-Person: Chair, Jennifer Adeli; Karen Abraham; Captain Derek DeGeare; Andrew Scalise; and Daniel Sherrange

Remote: Bettina Lawton (joined late, traveling out of state)

Members Absent Sandra Slappey Brown

Staff: Daryl Washington, Georgia Bachman, Daniel Herr, Linda Mount, and Jessica Burris

1. Meeting called to order.

The meeting was called to order at 4:04 p.m.

2. Matters of the Public.

None were presented.

3. Amendments to the meeting agenda

As no recommendations were forthcoming, Captain Derek DeGeare offered a motion to accept the meeting agenda as presented that was unanimously approved.

4. Review of meeting minutes

The June 17, 2021, meeting minutes were offered for review. Captain Derek DeGeare made a motion to approve the minutes as presented, which was seconded by Karen Abraham and approved with Daniel Sherrange abstaining.

5. Administrative Operations Report

Daniel Herr provided updates to recent activities including:

- The contract with Welligent for a new Electronic Health Record (EHR) has been signed and is anticipated to be fully implemented over the next 14 months (September 2022).
- A NIP (Not in Package) was submitted to the Board of Supervisors (BOS) to provide an update to the suspension of admissions at five of the eight state psychiatric hospitals due to staffing shortages. Recognizing the cyclical impact this will have on local and statewide resources, efforts to relieve the impact include working with local private partners to locate available beds and creative discharge planning. It was noted that this will also greatly impact law enforcement coverage at the MCRC (Merrifield Crisis Response Center) for exchange of custody. This is primarily related to TDOs (Temporary Detention Orders) as officers/deputies are required to remain with an individual with a TDO until the individual is hospitalized. Planning also includes the expected reduction in census when admissions resume.
- An update to carryover and the use of one-time funds was provided. Due to the projected balance of end-of-year money, it is anticipated that some will be reclaimed by DMB (Department of Management and Budget) during carryover. It was clarified

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that the use of one-time funds for current initiatives may safeguard those funds to allow continued implementation of the initiatives with some flexibility.

- The Virginia General Assembly passed a law that allows local county governments to participate in collective bargaining with unions.
- An update to the salary compression and employee surveys was provided. Members and staff engaged in discussion of results received to date and proposed solutions. The CSB Board will be provided a summary report once available.

Mr. Herr directed attention to the HR Update report provided in the meeting materials. It was noted that the increase in vacancies was partially due to the new positions added to the report.

Clinical Operations Report

In the absence of Lyn Tomlinson, Georgia Bachman provided an overview of the Clinical Operations Reports included in the meeting materials. Some highlights included:

- The decreases in the (SUD) Substance Use Disorder Residential Waiting List over the last several months was partially attributed to the resumption of pre-COVID capacity, acknowledging that there continue to be a high number of staff vacancies in residential settings.
- Acknowledging the increase in Adult Outpatient Time to Treatment, it was noted that high staff vacancies continue. Mitigation efforts include engagement staff and supervisors focusing on regular communication and outreach to individuals on the monitoring lists. A pilot program was launched that provides individuals on the monitoring wait list with information for optional resources. A new system for tracking first appointment offered and accepted but missed or cancelled has been implemented.
- Youth Time to Treatment reflects an increase in the number of individuals attending outpatient services in June 2021. This was partially attributed to the reduction of barriers to intake and assessment. Televideo services also contribute as services can be provided regardless of catchment area.

6. Financial Status

Jessica Burris provided an overview of the financial reports, including the following:

A. *Program Budget vs. Actuals – Expenditures and Unrestricted*

It was clarified that the approximate \$1.7M expense for the Opioid Task Force is primarily related to operating expenses. Ms. Burris offered a reminder that this report will continue to be provided for review in response to member requests.

B. *Modified Fund Statement*

- A reminder was offered that this report reflects end of the year data with only limited adjustments anticipated.
- The end of year revenue is approximately \$1.8M higher than anticipated partially attributed to surplus state funds.
- Operating expenses were a little higher than anticipated at approximately \$17M primarily in Compensation and Fringe related to COVID expenses including

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Employment & Day contract services. Also included are unspent FY2020 carryover funds of approximately \$8M.

- The FY2021 year-end balance of approximately \$39M includes the Reserve funds detailed in the notes.
- Approximately \$450K in COVID expenditures will be reimbursed by FEMA (Federal Emergency Management Agency) and will be reflected in a subsequent period.

C. *Variable Revenue Report*

- A reminder was offered of the reduction in state revenue to compensate for the anticipated increases from Medicaid Expansion. It was highlighted that the tracking charts reflect better than expected revenue.

Daryl Washington, noting a delay with individuals seeking services, reported expectations that once face-to-face assessments resume, individuals will begin to seek services earlier as there has been some avoidance during the pandemic.

7. FY 2021 End of Year Report

Jennifer Adeli provided an update to development of the End of Year Report, offering a reminder of the timeline and announcement of the identified report topics. There are six identified critical issue areas that include STEP-VA, (System, Transformation, Excellence and Performance), State Psychiatric Hospital Bed Crisis, Opioid Epidemic, Medicaid, Diversion First including Marcus Alert, and Developmental Disability (DD) services. CSB operations and personnel topics include Compliance, Healthcare Systems including the new EHR (Electronic Health Record), Human Resources, and the One Fairfax initiative.

The projected timeline is:

- 8/25/2021 – Draft to CSB Leadership
- 8/30/2021 – Draft to CSB Board Chair
- 9/3/2021 – Draft to full CSB Board
- 9/10/2021 – Turn-around for CSB Board review/comment to cover letter and report. Revisions sent to ****
- 9/17/2021 – Final review/comment of draft by CSB Board, revisions sent to ****
- 9/22/2021 – Approval by CSB Board to forward to BOS/Cities
- 10/23/2021 – Submission to the BOS and the Mayors of the cities of Fairfax and Falls Church.

Members and staff engaged in robust discussion.

There being no further business to come before the Fiscal Oversight Committee, the meeting was adjourned at 5:40 p.m.

Action Items/Responsible Party Required Prior to Next Meeting:

Issues to Communicate to CSB Board:

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Agenda Items for Next Meeting:

Next Scheduled Fiscal Oversight Committee meeting

Thursday, August 19, 4:00 p.m.

Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA

Room 3-314, West

08/19/2021

Date Approved



Clerk to the Board