



FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD EXECUTIVE COMMITTEE VIRTUAL MEETING

Garrett McGuire, Chair

Wednesday, February 15, 2023 4:00 PM

Will be held electronically due to the COVID-19 pandemic

Dial by your location to access live audio of the meeting:

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Meeting ID: [826 4182 4532](#) • Passcode: 177934

MEETING AGENDA

- | | |
|---|-------------------------|
| 1. Meeting Called to Order | Garrett McGuire |
| 2. Roll Call, Audibility and Preliminary Motions | Garrett McGuire |
| 3. Matters of the Public | Garrett McGuire |
| 4. Amendments to the Meeting Agenda | Garrett McGuire |
| 5. Approval of the December 14, 2022, Meeting Minutes | Garrett McGuire |
| 6. Approval of the January 18, 2023, Meeting Minutes | Garrett McGuire |
| 7. Compliance Committee Update | Joan Rodgers |
| A. Comply Track Report | |
| B. CSB Serious Incident (Level III) Report | |
| 8. Directors Report | Daryl Washington |
| A. County, Regional, State and Cross Agency Initiatives | |
| B. Electronic Health Record Update | |
| 9. Review of the February 22, 2023, CSB Board Meeting Agenda | Garrett McGuire |
| 10. CSB Board Annual Planning Calendar | Garrett McGuire |
| 11. Matters of the Executive Committee | |
| A. Service Delivery Oversight Committee | Anne Whipple |
| B. Compliance Committee | Garrett McGuire |
| C. Fiscal Oversight Committee | Dan Sherrange |
| D. Other Matters | |
| 12. Adjournment | |

Meeting materials are posted online at www.fairfaxcounty.com/municipal-services-board/board/archives or may be requested by contacting Sameera Awan at 703-324-7827 or at Sameera.Awan@fairfaxcounty.gov

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES
DECEMBER 14, 2022**

The Executive Committee of the Fairfax-Falls Church Community Services Board met electronically due to the COVID-19 pandemic, which has made it unsafe to assemble a quorum in one location physically or to have the public present. Access was made available via video and web conferencing platform to CSB Board members, CSB staff, and members of the public. The meeting notice, including participation instructions, was posted electronically and on the building where the meeting is typically held. Additionally, attendees were offered an opportunity to register for public comment during 30 minutes prior to the meeting being called to order.

1. Meeting Called to Order

Committee Chair Garrett McGuire called the meeting to order at 4:32 PM.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** COMMITTEE CHAIR GARRETT MCGUIRE (ALEXANDRIA, VA); JENNIFER ADELI (GREAT FALLS, VA); ANDREW SCALISE (FAIRFAX, VA); BETTINA LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE (FAIRFAX, VA)

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Healthcare Systems Director Jennifer Aloï, Director of Behavioral Health Operations Sebastian Tezna and Board Clerk Sameera Awan.

Committee Chair Garrett McGuire conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members were present and audible. Committee Chair Garrett McGuire passed the virtual gavel to Committee member Jennifer Adeli to make several motions required to begin the meeting. A motion was offered to confirm that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Committee Member Andrew Scalise and approved unanimously.

Preliminary Motions

Committee Chair Garrett McGuire 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 attend any such meeting physically 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 online video and web conferencing platform and that the public may access this meeting via Meeting ID: 833 2490 9674 and Passcode: 512528. Motion was seconded by Committee Member Andrew Scalise with Committee Member Bettina Lawton opposing and approved unanimously.

Committee Chair Garrett McGuire made a final motion that all the matters addressed on today's agenda are statutorily required or necessary to continue operations and discharge the CSB Board's lawful purposes, duties, and responsibilities. The motion was seconded by Committee Member Andrew Scalise and approved unanimously.

3. Matters of the Public

None were presented

4. Amendments to the Meeting Agenda

The meeting agenda was presented for review, and no amendments were made by the Consensus of the Committee. The meeting agenda was approved.

5. Approval of the Minutes

The November 9, 2022, Executive Committee minutes were distributed for review. Following this, Dan Sherrange made a motion for approval of the minutes as presented, which was seconded by Andrew Scalise and unanimously approved.

6. Director's Report

Director of Behavioral Health Operations Sebastian Tezna provided information on the Cardinal Care program, a health coverage supplied by Virginia Medicaid. Cardinal Care is a project the state has been undertaking for quite some time now; this is to become compliant with some of the federal needs for us to be able to reimburse at a state level for services that we provide. Cardinal Care connects members to the care that they need when they need it and reduces transitions between programs as their healthcare needs evolve. The Cardinal Care program will combine the two managed care programs of Medallion 4.0 and Commonwealth Coordinated Care Plus (CCC Plus) into one program.

Executive Director Daryl Washington stated that the Governor of Virginia announced an initiative called the prompt placement task force for the Crisis Stabilization Unit. This task force will include Law Enforcement, Healthcare Professionals, and staff from the Community Services Board. Their primary objective will be to look into the hospitalization process. The governor's primary goal is to help alleviate the shortage of psychiatric hospital beds. The JLARC (Joint Legislative Audit and Review Committee) studied Virginia's Community Services Boards (CSBs). JLARC reviewed CSB behavioral health funding, staffing, outcomes, and CSB services for individuals experiencing behavioral health emergencies. They also reviewed the structure of the CSB system to identify any possible opportunities to strengthen the effectiveness and efficiency of service delivery. They found the fundamental restructuring of the CSB system is not needed. However, improvements should be made in the current CSB system to ensure that it functions as efficiently and effectively as possible and that CSBs are held accountable for their performance. The RI (Recovery Innovations) Crisis Unit decided to terminate its contract in Virginia as of December 10, 2022. The Department of Behavioral Health has completed its funding towards STEP-VA (System, Transformation, Excellence, and Performance in Virginia). The CSB only

submitted for positions where grants were expiring, and based on our projections, we received a \$23.2M shortfall for the implementation of STEP VA. The Voice is a new advocacy team in Northern Virginia advocating by asking local electives for additional dollars to help strengthen and expand the crisis services continuum for the Wellness Circle Crisis Stabilization Unit. There will be a Diversion First Stakeholders meeting tomorrow, December 15, 2022, at 7:00 PM at the Courthouse in courtroom 5J.

B) Healthcare Record Update

Healthcare Systems Director Jennifer Aloï reported the Board of Supervisors had approved the paperwork for the Data Warehouse. The CSB has hired contracted vendors to support the build-out of our Data Warehouse and handle credible data. There will be a designated contractor to help move data over and an additional contractor responsible for managing the Data Warehouse Project. The Credible Enhancements project was closed out; as Credible continues to receive enhancements, such as updates and upgrades to modules, that will increase the program's efficiency.

7. CSB Board Annual Planning Calendar for 2023

The CSB Annual Planning Calendar was reviewed, and no recommendations were offered; the calendar was accepted as presented.

Committee Chair Garrett McGuire highlighted the upcoming Fairfax County FY 2024 Budget Hearing in January 2023 and mentioned an email will be sent to Board Members requesting three volunteers to provide testimony on behalf of the CSB. Noted the 2023 General Assembly Session will convene on January 11, 2023.

8. Matters of the Executive Committee

A. Service Delivery Oversight Committee:

SDOC Committee Chair Anne Whipple shared the CSB Board's visit to the ARC of Northern Virginia. The ARC does not provide client services but is mainly involved with advocacy and policy initiatives. **The next meeting of the Service Delivery Oversight Committee is Wednesday, February 8, 2023, at 5:00 p.m., via Zoom Conference**

B. Compliance Committee:

Compliance Committee Chair Garrett McGuire noted that the Director of Quality Improvement Joan Rodgers provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report. **The next meeting of the Compliance Committee is Wednesday, January 18, 2023, at 4:00 p.m., via Zoom Conference.**

C. Fiscal Oversight Committee:

Fiscal Oversight Committee Chair Dan Sherrange shared that some Committee Agenda Item Reports will be presented monthly and quarterly. **The next meeting of the Fiscal Oversight Committee is Thursday, January 19, 2023, at 4:00 p.m., via Zoom Conference.**

D. Other Matters:

9. Adjournment

Committee Member Bettina Lawton made the motion to adjourn the meeting at 5:46 PM.

Date Approved

Clerk to the Board

DRAFT

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
EXECUTIVE COMMITTEE VIRTUAL MEETING MINUTES
JANUARY 18, 2023**

The Executive Committee of the Fairfax-Falls Church Community Services 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 web conferencing platform 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 offered an opportunity to register for public comment during the 30 minutes prior to the meeting being called to order.

1. Meeting Called to Order

Committee Chair Garrett McGuire called the meeting to order at 4:00 PM.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** COMMITTEE CHAIR GARRETT MCGUIRE (ALEXANDRIA, VA); JENNIFER ADELI (GREAT FALLS, VA); ANDREW SCALISE (FAIRFAX, VA); ANNE WHIPPLE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA); BETTINA LAWTON (VIENNA, VA)

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Healthcare Systems Director Jennifer Aloï, Director of Quality Improvement Joan Rodgers and Board Clerk Sameera Awan.

Committee Chair Garrett McGuire conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members were present and audible. Committee Chair McGuire passed the virtual gavel to Committee Member Jennifer Adeli to make several motions required to begin the meeting. A motion was offered to confirm that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Committee Member Andrew Scalise and approved unanimously.

Preliminary Motions

Committee Chair Garrett McGuire 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 online video and web conferencing platform, and that the public may access this meeting via Meeting ID: 813 8306 9425 and Passcode: 896504. Motion was seconded by Committee Member Andrew Scalise and approved unanimously.

Board Chair Garrett McGuire 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 Committee Member Andrew Scalise and approved unanimously.

3. Matters of the Public

None were presented.

4. Amendments to the Meeting Agenda

The meeting agenda was presented for review, and no amendments were made by the Consensus of the Committee. The meeting agenda was approved.

5. Approval of the Minutes

The December 14, 2022, Executive Committee minutes were distributed for review. Following this, Committee Member Dan Sherrange noted the following change to the minutes:

Page No. 5.2, Agenda Item No. 7, regarding the Directors Report, should read; The CSB only submitted for positions where grants were expiring, and based on our projections, we received a \$23.2M shortfall for the implementation of STEP VA.

MOVED BY COMMITTEE MEMBER DAN SHERRANGE, SECONDED BY COMMITTEE MEMBER ANDREW SCALISE TO APPROVE AGENDA ITEM NO. 5, AS AMENDED.

6. Compliance Committee Update

Director of Quality Improvement Joan Rodgers provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report.

7. Director's Report

Executive Director Daryl Washington shared that there was a VACSB conference today regarding workforce flexibility. The JLARC released a report after several bills were submitted stating requirements for the CSB Behavioral Health Services, requirements for individual departments, and changes regarding the State Performance Contract. The CSB will submit a draft of the Marcus Alert plan to the State, followed by a dialog session to review the Marcus Alert plan with the Stakeholders. The CSB Executive Director plans to work with County Executives in the Northern Virginia region and apply for grants in this year's fiscal budget. The goal is to maximize the use of the current funds of \$540K and the Opioid Abatement funds and establish a regional treatment center. The first round of interviews for the Public Information Officer position will start the third week of February. Once the top candidate is selected, a Board Member will be part of the second interview panel. There will be a Board of Supervisors Health and Human Services Committee Meeting on February 28, 2023, at 1:30 PM. CSB Executive Director Daryl Washington will be doing a presentation on Youth and Mental Health along with Deputy Directory of Opioid and Substance Use Ellen Volo.

B) Healthcare Record Update

Healthcare Systems Director Jennifer Aloï reported that the CSB has signed off on the architectural scheme for the DIT project. The CSB has started onboarding a project manager to help manage this project. We can now begin purchasing equipment; we're in contact with Microsoft so they can buy our server and licenses.

8. Review of the CSB Board January 25, 2023, Agenda

Executive Director Daryl Washington requested to have the Crisis Response presentation before the Director's Report and include the Virtual Meetings Board Policy as an information item on the agenda.

9. CSB Board Annual Planning Calendar

The CSB Annual Planning Calendar was reviewed, it was recommended to include Crossover Day for the General Assembly for February 2023.

10. Matters of the Executive Committee

A. Service Delivery Oversight Committee:

SDOC Committee Chair Anne Whipple did not have a report as they have yet to meet in January. **The next meeting of the Service Delivery Oversight Committee is Wednesday, February 8, 2023, at 5:00 p.m., via Zoom Conference.**

B. Compliance Committee:

Compliance Committee Chair Garrett McGuire noted that Director of Quality Improvement Joan Rodgers provided information on the CSB Board Audit Report, the CSB Board CAP Report, and the CSB Board Education Report.

C. Fiscal Oversight Committee:

Fiscal Oversight Committee Chair Dan Sherrange shared that vacancies were in a great position last month; there are some concerns for the finance team, given the CFO position is still vacant. **The next meeting of the Fiscal Oversight Committee is Thursday, January 19, 2022, at 4:00 p.m.**

11. Adjournment

Committee Chair Garrett McGuire made the motion to adjourn the meeting at 5:12 PM.

Date Approved

Clerk to the Board

Audit Report CSB Board For February 2023

Item Custom ID	Audit Start Date	Entity	Audit Scope	Audit Type	Sample Size	CSB Board Reporting	Audit Action Plan	Additional Information
3267	7-Feb-22	DBHDS	Group Homes, Supervised Living, and Support Coordination Annual Inspection	Records, Training, Personnel, and Environment	4 staff/4 individuals	Standard business risk	License Review	Licensing activity
3319	31-May-22	DBHDS	DD Case Management	Records	1 record	Standard business risk	License Review	Licensing activity
	Jun 14, 2022	Virginia Board of Pharmacy	Fairfax Detox	Records	on-site review	Standard business risk	Pharmacy License Review	Licensing and DEA
3320	Jun 14, 2022	DBHDS	OBOT	Records, Training, and Personnel	2 staff/4 individuals	Standard business risk	License Review	Licensing activity
3374	Jun 24, 2022	DBHDS	SA Medical/Detox Diversion	Records, Training, Personnel, and Environment	2 staff/4 individuals	Standard business risk	License Review	Licensing activity
3375	Jun 24, 2022	DBHDS	Crossroads	Records, Training, Personnel, and Environment	2 staff/4 individuals	Standard business risk	License Review	Licensing activity
3376	Jun 24, 2022	DBHDS	Cornerstones	Records, Training, Personnel, and Environment	2 staff/4 individuals	Standard business risk	License Review	Licensing activity
3377	Jun 24, 2022	DBHDS	SA Supervised Living	Records, Training, and Personnel	2 staff/4 individuals	Standard business risk	License Review	Licensing activity
3378	Jun 24, 2022	DBHDS	Youth Outpatient	Records, Training, and Personnel	2 staff/4 individuals	Standard business risk	License Review	Licensing activity

3379	Jun 24, 2022	DBHDS	Intensive Outpatient	Records, Training, and Personnel	2 staff/4 individuals	Standard business risk	License Review	Licensing activity
2934	Jul 1, 2022	CSB Internal	Merrifield	Records	8 records	Standard business risk	Monitoring	Routine/Ongoing Adult MH Case Management
3593	Jul 1, 2022	CSB Internal	Chantilly	Records	9 records	Standard business risk	Monitoring	Routine/Ongoing Cornerstones ASAM 3.3 Detoxification Center
3595	Jul 1, 2022	CSB Internal	Chantilly	Records	6 records	Standard business risk	Monitoring	Routine/Ongoing Support Coordination
3598	Jul 1, 2022	CSB Internal	Northwest Center Reston	Records	2 records	Standard business risk	Monitoring	Routine/Ongoing Youth & Family SA Outpatient Behavioral Health Outpatient Programs
3600	Jul 1, 2022	CSB Internal	Merrifield	Records	2 records	Standard business risk	Monitoring	Routine/Ongoing Youth & Family SA Outpatient Behavioral Health Outpatient Programs
3686	Jul 1, 2022	CSB Internal	South County Human Services Center	Records	5 records	Standard business risk	Monitoring	Routine/Ongoing Youth & Family SA Outpatient
3689	Jul 1, 2022	CSB Internal	Gartlan	Records	6 records	Standard business risk	Monitoring	Routine/Ongoing Behavioral Health Outpatient Services
3691	Jul 1, 2022	CSB Internal	Merrifield	Records	3 records	Standard business risk	Monitoring	Quality review Behavioral Health Outpatient Services

3597	Jul 22, 2022	CSB Internal	Gartlan	Billing	5 records	Standard business risk	Monitoring	Routine/Ongoing Behavioral Health Outpatient Services
	29-Jul-22	DBHDS	MH Supervised Living	Records, Training, Personnel, and Environment	1. All active individuals with admission dates 2. All discharged individuals from 8/13/2021-on 3. All staff, and relief staff, with hire dates	Standard business risk	License Review	Licensing activity
	29-Jul-22	DBHDS	Assertive Community Treatment Services	Records, Training, and Personnel	1. All active individuals with admission dates 2. All discharged individuals from 8/13/2021-on 3. All staff, and relief staff, with hire dates	Standard business risk	License Review	Licensing activity
	August 2,2022	DBHDS	Block Grant Review	Mental Health Services & Substance Use Disorder Services	Policies and Procedures, Records, Site Visit, Personnel	Standard business risk	Block Grant Review	A review of programs to ensure the implementation is in accordance with the Block Grant funding and requirements MHOP Adult and Youth, MHCM Adult and Youth, SA OP Adult and Youth, ACT, EAR, IOP, Jail Diversion, MAT, and SUD 3.1-3.7.

	6-Aug-22	VCU(DBHDS)	ACRS (ID/DD Group Homes)	Interview with 1 individual in service	Satisfaction with services	Standard business risk	National Core Indicators (contracted to VCU)	Licensing activity
	15-Aug-22	Diox Health (Anthem)	System Review	5 Records Review (1/1/20 - 12/31/22)	Quality Review	Standard business risk	Quality of Care	Quality of Care Review
	15-Aug-22	HSAG	Support Coordination & DD Services	Records and interviews	1 - DD; 77 - Support Coordination	Standard business risk	DOJ Settlement	4th Round - analyzing results
	16-Aug-22	DBHDS	Support Coordination	Quality Reviews with Individual, family, staff, & records	4 records, staff, family, and individual interviews	Standard business risk	License Review	Licensing activity

3591	23-Aug-22	DMAS	Intensive Outpatient (Agency-wide)	DMAS Desk Audit (2019, 2020)	Chart reviews (3), Provider Requirements, Employee Records (32 staff)	Standard business risk	DMAS Quality Review	Chart requirements: assessments, reassessments, intakes, service plans, quarterlies, service authorizations, progress notes, discharge summaries, admission paperwork (releases, rights), med and hospital documentation, supervision documents Provider - DBHDS license, MCO agreement, EHR policy & procedure, approval of marketing materials Employee Records - application, resume, college transcripts, position identification, date of hire, licenses & certifications, triennial license with QMHP-eligible staff, approval of any DMAS variance related to QMHPs, Monthly OIG LEIE
3934	22-Nov-22	DBHDS	Adult Mental Health Case Management	Desk Review	2 individuals/2 staff records	Standard business risk	License Review	Mental Health Services Annual Review
3935	22-Nov-22	DBHDS	Youth Mental Health Case Management	Desk Review	2 individuals/2 staff records	Standard business risk	License Review	Mental Health Services Annual Review

3936	22-Nov-22	DBHDS	Outpatient Services	Desk Review	2 individuals and 2 staff records	Standard business risk	License Review	Mental Health Services Annual Review
3937	22-Nov-22	DBHDS	Partial Hospitalization Program	Desk Review	2 individuals and 2 staff records	Standard business risk	License Review	Mental Health Services Annual Review
3938	22-Nov-22	DBHDS	Supervised Housing	Desk Review	2 individuals and 2 staff records	Standard business risk	License Review	Mental Health Services Annual Review
3939	22-Nov-22	DBHDS	Residential Crisis Stabilization	Desk Review	2 individuals and 2 staff records	Standard business risk	License Review	Mental Health Services Annual Review
3940	22-Nov-22	DBHDS	Crisis Intervention (Emergency Services)	Desk Review	2 individuals and 2 staff records	Standard business risk	License Review	Mental Health Services Annual Review
	19-Sep-22	IPS Employment Center/DMAS	Behavioral Health Employment Team	Evidence-based Practice Fidelity Review	Charts, Interviews with Staff and Individuals in service	Standard business risk	Base-line program review	DARS (Virginia Department for Aging and Rehabilitative Services) as the contracting entity, Individual Placement and Support: an evidence-based approach to supported employment for people who have a mental illness.
3597	22-Jul-22	CSB Internal	Gartlan	Billing	5 records	Standard business risk	Monitoring - 3 months	Behavioral Health Outpatient Services
3791	1-Jul-22	CSB Internal	Northwest Center Reston	Records	11 records	Standard business risk	Monitoring	Supportive Community Residential Services

3793	1-Jul-22	CSB Internal	Chantilly	Records	11 records	Standard business risk	Monitoring	Residential Treatment and Detoxification Services
3795	1-Jul-22	CSB Internal	Gartlan	Records	6 records	Standard business risk	Monitoring	Intensive Community Treatment Services
3797	1-Jul-22	CSB Internal	Northwest Center Reston	Records	9 records	Standard business risk	Monitoring	Intensive Community Treatment Services
3799	1-Jul-22	CSB Internal	Pennino	Records	3 records	Standard business risk	Monitoring	Assisted Community Residential Services
3913	1-Jul-22	CSB Internal	Merrifield	Records	11 records	Standard business risk	Monitoring	Diversion & Jail-based Services
3916	1-Jul-22	CSB Internal	Merrifield	Records	4 records	Standard business risk	Monitoring	Intensive Community Treatment Services
4017	1-Jul-22	CSB Internal	Northwest Center Reston	Records	6 records	Standard business risk	Monitoring	Supportive Community Residential Services
4033	1-Jul-22	CSB Internal	Chantilly	Records	4 records	Standard business risk	Monitoring	Residential Treatment & Detox Services
	17-Jan-23	DBHDS	ARCS	Records, Personnel Records, and Residence	3 records/2 personnel records	Standard business risk	License Review	Annual Review
	17-Jan-23	DBHDS	Support Coordination	Records and Personnel Records	2 in service/1 discharge, 2 personnel records	Standard business risk	License Review	Annual Review

	6-Feb-23	DMAS	ACRS	Records, Personnel Records of all staff assigned, interview with individual in service	3 records, 23 ACRS personnel records, 1 individual interview	Standard business risk	DMAS Quality Management Review	DMAS funded individuals through waiver
	6-Feb-23	DMAS	Support Coordination	Records, Personnel Records of all staff assigned, interviews with individuals in service	93 records, 52 personnel records, 2 individual interviews	Standard business risk	DMAS Quality Management Review	DMAS funded individuals through waiver

AUDIT LEGEND	
Item CustomID	Identification number automatically assigned by ComplyTracker
Start Date	Date the audit was initiated
Entity	Location where the audited service was provided
Audit Scope	The agency conducting the audit and the scope of the audit
Audit Type	Description of audit, e.g., record review only, onsite audit
Sample Size	Number of charts reviewed
Board Reporting	Level of business risk associated with audit findings

CSB Board CAP Report For February 2023

Item Custom ID	Start Date	Entity	Reviewing Agency	Corrective Action (Narrative)	CAP Status	Additional Information
4020	21-Dec-22	Emergency & Crisis Services	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Licensing (OL).	CAP Closed	SIR Reporting
4021	21-Dec-22	Intensive Community Treatment Services (ACT)	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Licensing (OL).	CAP Closed	SIR Reporting
4022	21-Dec-22	Youth & Family	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Licensing (OL).	CAP Closed	SIR Reporting
4024	Jan 4, 2023	Crisis Stabilization	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Human Rights (OHR).	CAP Closed	ISP
4025	Jan 4, 2023	SA Residential Treatment-A New Direction	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Human Rights (OHR).	CAP Closed	Medication Error

4031	Jan 4, 2023	SA Medical Detox Residential	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Human Rights (OHR).	CAP Closed	ISP
4044	Jan 12, 2023	ID Group Homes (ACRS)	DBHDS	Corrective Action Plan accepted by DBHDS, Office of Human Rights (OHR).	CAP Closed	ISP

CAP LEGEND	
Item	
CustomId	Identification number automatically assigned by Comply Tracker
Audit No.	References the audit number in the Audit Report
Start Date	Date the CSB was notified of the need for a CAP
Entity	Location where the audited service was provided
Reviewing	Agency requesting and reviewing the CAP
CAP	Description of the reason for the CAP
Date CAP	Date the reviewing agency approved the CAP

CSB Board Education Report For February 2023

Item CustomId	Start Date	Training Name	Duration	Entity	Number of Attendees	Method of Delivery	Training Type
1776	Mar 8, 2021	DBHDS Licensure Education	0.5	Pennino	38	Webinar	Regulatory
1845	Apr 7, 2021	SIR Training	2	Northwest Center	15	Webinar	Regulatory
1918	May 5, 2021	SIR Education	1	Pennino	5	Webinar	Educational
2028	Jun 9, 2021	Human Rights Training Refresher	2	Chantilly	22	Live On-site	Educational
2029	Jun 9, 2021	Human Rights Training Refresher	2	Chantilly	20	Live On-site	Educational
2167	Aug 5, 2021	Root Cause Analysis	0.5	Merrifield	3	Webinar	Educational
2374	Oct 6, 2021	SIR Training	1.5	Chantilly	27	Webinar	Educational
2461	Oct 27, 2021	Root Cause Analysis	0.5	Chantilly	3	Webinar	Educational
2462	Oct 28, 2021	Root Cause Analysis	0.75	Chantilly	6	Webinar	Educational
2475	Nov 4, 2021	Root Cause Analysis	0.5	Chantilly	5	Webinar	Educational
2476	Nov 5, 2021	Root Cause Analysis	0.5	Chantilly	6	Webinar	Educational
2954	February 17, 2022	Root Cause Analysis	0.5	Merrifield	3	Webinar	Educational
3154	April 18, 2022	SIR Training	1	Merrifield	3	Live On-site	Educational
3153	April 20, 2022	SIR Training	0.5	Gartlan	2	Live On-site	Educational
3155	Apr 28, 2022	SIR Training	1.	Northwest Center	10	Webinar	Educational
3337	Jun 24, 2022	SIR Education	1.25	Merrifield	42	Webinar	Educational
3425	Jul 19, 2022	SIR Education	0.45	Merrifield	30	Webinar	Educational
	Oct 14, 2022	SIR Education	1	Merrifield	31	Webinar	Educational
4035	Dec 8 2022	SIR Submission Education	0.5	ICM	10	Webinar	Educational
	February TBD	SIR Submission Education	TBD	Pennino	TBD	Webinar	Educational

EDUCATION REPORT LEGEND	
Item Custom ID	Number automatically assigned by ComplyTracker
Start Date	Date the education was provided
Training Name	Type of Training Provided
Duration	Length of time for the educational activity
Entity	Site receiving the education
Number of Attendees	Number of staff who participated in the educational activity
Method of Delivery	How the training was provided
Training Type	Whether the training was to address a regulatory matter or for professional de



FAIRFAX-FALLS CHURCH CSB BOARD MEETING

Garrett McGuire, Chair

Sharon Bulova Center for Community Health

**8221 Willow Oaks Corporate Drive, Level 3, Room 3-314, West
Fairfax, VA 22031**

Wednesday, February 22, 2023, 5:00 PM

This meeting can also be attended via electronics access through Zoom

Dial by your location to access live audio of the meeting:

+1 301 715 8592 US (Washington DC)
+1 253 215 8782 US (Tacoma)

+1 669 900 9128 US (San Jose)
+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)
+1 346 248 7799 US (Houston)

Meeting ID: [864 1833 2397](#) Passcode: 001299

MEETING AGENDA

- 1. Meeting Called to Order** **Garrett McGuire**
- 2. Roll Call, Audibility and Preliminary Motions** **Garrett McGuire**
- 3. Matters of the Public** **Garrett McGuire**
- 4. Amendments to the Meeting Agenda** **Garrett McGuire**
- 5. Approval of the January 25, 2023, Meeting Minutes** **Garrett McGuire**
- 6. Staff Presentation** **David Simmons**
 - A. SCRS – Behavioral Health Residential & Housing Services
- 7. Director’s Report** **Daryl Washington**
 - A. County, Regional, State and Cross Agency Initiatives
 - B. Covid Update
 - C. Electronic Health Record Update
- 8. Matters of the Board** **Garrett McGuire**
- 9. Committee Reports** **Anne Whipple**
Garrett McGuire
Dan Sherrange
 - A. Service Delivery Oversight Committee
 - B. Compliance Committee
 - C. Fiscal Oversight Committee
 - D. Other Reports
- 10. Action Item** **Garrett McGuire**
 - A. Policy 1600 – Virtual Meetings and Board Member Electronic Participation in Meetings (2023)
- 11. Adjournment**

Meeting materials are posted online at [Community Services Board | Community Services Board \(fairfaxcounty.gov\)](#) or may be requested by contacting Sameera Awan at Sameera.Awan@fairfaxcounty.gov

2023 CSB Board and Committee Meetings

Fairfax-Falls Church Community Services Board

	Service Delivery Oversight Committee	Compliance Committee	Executive Committee	Fiscal Oversight Committee	CSB Board
2023 Meetings	2 nd Wednesday 5:00 PM	3 rd Wednesday 4:00 PM	3 rd Wednesday 4:30 PM	3 rd Thursday 4:00 PM	4 th Wednesday 5:00 PM
January	*	*	18	19	25
February	8	*	15	16	22
March	*	*	15	16	22
April	12	19	19	20	*
May	*	*	17	18	24
June	14	*	21	22	28
July	*	*	19	20	26
August	9	16	16	17	*
September	*	*	20	21	27
October	11	*	18	19	25
November	*	*	8**	9**	15**
December	6**	13**	13**	14**	*

*No Meeting

** Meeting date changed to accommodate holiday schedule

Accommodate: Thanksgiving, Christmas Day, and New Year's Day Holidays

Note: All in person Committee and Board meetings are held at the Merrifield Center, Room 3-314, West

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

February 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7 Bill Crossover Day	8 *Service Delivery Oversight Committee Meeting – 5:00 PM	9	10	11	12
13	14	15 Executive Committee Virtual Meeting – 4:00 PM	16 Fiscal Oversight Committee Virtual Meeting – 4:00 PM	17	18	19
20 President's Day	21	22 CSB Board Meeting – 5:00 PM	23	24	25	26
27	28					

Board Review, Action, or Information:

- Fee Schedule submitted for CSB Board approval to submit to BOS (A)
- FY Strategic Plan Mid-Year Accomplishments (R)

Events of Interest:

- School Board adopts FY 2024 Advertised Budget
- Joint County/Schools Budget Committee Meeting to discuss FY 2024 budget and tax rate
- Release of FY 2024 Advertised County Budget by County Executive
- Crossover Day for the General Assembly - February 7, 2023

***SDOC meets on the 2nd Wednesday of every even month**

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

March 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Executive Committee Meeting – 4:00 PM	16 Fiscal Oversight Committee Meeting – 4:00 PM	17	18	19
20	21	22 CSB Board Meeting – 5:00 PM	23	24	25	26
27	28	29	30	31		

Board Review, Action, or Information:

- Identify CSB Board Members for Budget Testimony (R)
- Prep CSB input for Human Services Council FY Budget Testimony (R)
- Prep CSB Budget Testimony; BOS Budget Hearings April (R)

Events of Interest:

- Board of Supervisors (BOS) advertises FY 2024 tax rates
- VACSB Development & Training Conference May 3-5, 2023 (Marriot Waterside – Richmond, VA)

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

April 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11	12 *Service Delivery Oversight Committee Meeting – 5:00 PM	13	14	15	16
17	18	19 Compliance Committee Meeting – 4:00 PM Executive Committee Meeting – 4:30 PM	20 Fiscal Oversight Committee Meeting – 4:00 PM	21	22	23
24	25	26	27	28	29	30

Board Review, Action, or Information:

- Appointment of CSB Officer Nominating Committee (A)
- Board of Supervisors FY 2024 Advertised Budget Public Hearings – CSB Testimony (R)

Events of Interest:

- Board of Supervisors (BOS) Markup of County FY 2024 Budget
- VACSB Development & Training Conference May 3-5, 2023 (Marriot Waterside – Richmond, VA)
- May 2023 CSB Spirit of Excellence and Honors Awards
- Updated FY 2023 CSB Fee Schedule included in the Board of Supervisors May Meeting Agenda

***SDOC meets on the 2nd Wednesday of every even month**

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

May 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17 Executive Committee Meeting – 4:00 PM	18 Fiscal Oversight Committee Meeting – 4:00 PM	19	20	21
22	23	24 CSB Board Meeting – 5:00 PM	25	26	27	28
29	30	31				

Board Review, Action, or Information:

- Approval of FY 2024 Budget in Concept (A)
- Match Members with General Assembly Representatives for Outreach (A)
- Schedule Fall Outreach with General Assembly Legislators (A)
- Review of Legislative Talking Points (R)
- Board Carryover Actions (R)

Events of Interest:

- *VACSB Development & Training Conference May 3-5, 2023 (Marriot Waterside – Richmond, VA)
- Board of Supervisors (BOS) Markup of County FY 2024 Budget
- Board of Supervisors (BOS) Carryover Approvals
- School Board adopts FY 2024 Budget