

**Arlington County Community Services Board  
Executive Committee Meeting  
September 9, 2013  
Stambaugh Building - Lower Level Conference Room A**

**Present:** James Mack, Moira Saucedo, Anne Hermann, Barbara Jones, Judy Deane, Naomi Verdugo, Carol Skelly

**Absent:** Jenette O'Keefe

**Staff:** Farah Shakour, Kelly Mauller

**Staff Absent:** Cindy Kemp

The September 9, 2013 Arlington County Community Services Board (ACCSB) Executive Committee meeting was convened by the ACCSB Executive Committee Chair James Mack at 6:00 p.m. The meeting was held at the Stambaugh Building, 2100 N. Washington Boulevard, Conference Room A.

**Approval of the July 29, 2013 Executive Committee Minutes**

Chair Mack called for a motion to approve the July 29, 2013 ACCSB Executive Committee minutes. Ms. Deane motioned to approve the minutes, Ms. Jones seconded the motion, and the minutes were approved with two corrections.

**Review of the Outline of the Arlington CSB Housing Report including Annual FY13 Housing Tables**

Ms. Shakour distributed a draft of the Arlington County CSB 2013 Housing Needs Report outline. She stated that Arlington's study model is similar to Fairfax County's Housing Needs Assessment Study, noting that Arlingtonian's resources and needs are slightly different. Ms. Shakour stated that the study focuses on both housing services and housing needs. Ms. Shakour reviewed the seven categories within the outline.

- Housing Study Overview
- Evidence-based Practices for Housing and Housing Services
- Existing Resources - Housing Types and Support and Financial Services for Housing
- Housing Supply Needs of CSB Clients
- Housing Service Needs of CSB Clients
- Special Populations
- Recommendations

The members discussed the outline. Ms. Kelleher, Co-chair of the Arlington Housing Study Workgroup, attended the meeting and provided additional recommendations and suggestions to the committee. Ms. Jones and Ms. Skelly will provide feedback and recommendations on Intellectual Disabilities (ID) housing to Ms. Shakour by September 23<sup>rd</sup>. Ms. Deane will provide feedback about housing for Young Adults. Ms. Kelleher will provide feedback about barriers and incentives for developers. Ms. Shakour will incorporate the suggestions into the outline and anticipates finalization in October.

Ms. Shakour gave an overview of the Permanent Supported Housing (PSH) tables (*Refer to Handout*). She reported that the PSH tables lists the various types of housing slots available in Arlington at a point in time for CSB clients, how many clients are waiting for housing and how many clients are placed in housing inside and outside of Arlington. The table includes the Mary Marshall Assisted Living Residence (MMALR) and comparative data from last year. The percentage of CSB clients in PSH remains at 94%, the same as last year.

Ms. Deane reported that Fairfax County CSB Executive Director, George Braunstein, has put forth a proposal regarding housing service needs and a potential state budget solution on permanent supportive housing for

people with Serious Mental Illness with or without co-occurring Substance Use problems (*refer to handout*). She stated that Mr. Braunstein is requesting that other CSBs in Northern Virginia support the proposal in legislature. She noted the proposal would be State funded if approved. She stated that this is a specific proposal designed for CSB clients that are most at risk for homelessness, hospitalization and incarceration. The committee agreed that they should discuss the proposal with Ms. Kemp in further detail.

### **Review of the Recommendation from the Administrative Committee on the FY15 Fee Schedule**

Suzanne Lane, Operations and Support Team Manager, presented a recommendation from the Administrative Committee that the Executive Committee recommend to the County Board that fees for CSB services for FY15 remain at the current levels (*Refer to Handout*). She noted that on July 1, 2013 the minimum fee for CSB services increased from \$4.00 to \$5.00 and that a drug screening/urinalysis fee of \$5.00 was implemented. The Committee agreed to the recommendation.

### **Discussion of the final FY 15 CSB Local Budget Priorities from each Committee**

Chair Mack stated that the committees have developed their preliminary FY15 local budget priorities. He noted that Child and Family Services (CF) is not presenting any priorities for FY15. Ms. Shakour gave an overview of the draft budget priorities for Mental Health (MH) and Substance Abuse (SA). The members discussed the draft priorities.

#### **Mental Health:**

- Psychiatric Services Providers
- Crisis Intervention Center
- CIT Coordinator
- Mental Health Peer Supports
- PACT Support
- Homeless Outreach Staff
- Emergency and Education Fund for Young Adults

#### **Substance Abuse:**

- Peer Recovery/Recovery Support Staff
- Arlington Jail ACT Unit Case Management
- Drug Court Substance Abuse Counselor
- Mental Health Therapist in the Jail (on behalf of the Mental Health Committee)

The mental health therapist in the jail request was brought forward by the Substance Abuse Committee since the Substance Abuse Bureau Chief oversees all CSB jail operations; however, this was not one of the SA priorities. Ms. Deane stated that the Mental Health Committee will adopt this as one of their priority areas.

### **Review of the Retreat Recommendations for the Annual October Retreat**

Chair Mack announced that the Annual CSB Retreat will be held Saturday October 26, 2013 from 9:00 a.m. to 3:00 p.m. at the Stambaugh Building in the lower level Auditorium. He stated that the CSB County Liaison, Mary Hynes, will be the lunchtime speaker and that Mary Bergeron, Executive Director, Virginia Community Services Board (VACSB) will give a presentation about the VACSB. Ms. Shakour reviewed the suggested topics (*Refer to Handout*) of discussion for the retreat. She noted that last year's initiatives and chair persons were Youth Transition (Ms. Deane), BHC and VHC Continuum of Care Issues (Ms. O'Keefe), ID Housing Plan (Ms. Skelly, Ms. Jones and Ms. Saucedo), the Drug Court ( Mr. Mack) and Communication and Community Outreach and Involvement including Outreach to Employers (Mr. Whyte). The committee discussed the suggested topics for this year's retreat and provided preliminary feedback. The suggestions will be brought before the Full Board for discussion at the September 18<sup>th</sup> meeting.

### **Review of the DRAFT FY13 Annual Report**

Ms. Shakour presented a draft of the FY13 Annual Report to the members. The theme for this year's report is "Growth, Recovery and Responsibility." The design will be three-panels of 8 ½ x 11, double-sided pages. She stated that she is including information on previously funded items that the CSB requested. She will provide an update on the development of the report.

### **Discussion on potential new CSB members and assignment of Committees**

Chair Mack reported that he and Ms. Kemp had a discussion about properly assigning staff to the subcommittees. He announced that the Children and Youth Committee (CY) needs a member and will be changing their meeting date. Ms. Deane stated that she is referring a potential candidate for the Adult Mental Health Committee to Mr. Mack and Ms. Kemp.

### **Brief Updates/Information**

- Chair Mack announced that the DHS-CSB Public Forum on the Budget will be held on September 10, 2013 at 6:00 in the George Mason Center Auditorium located at 1801 N. George Mason Drive (*Refer to Handout*).
- Ms. Shakour announced that the Department of Medical Assistance Services (DMAS) is hosting a public forum on Medicaid Managed Care on September 17, 2013 from 10:00 a.m. to 12:00 p.m. at the Fairfax Government Center (*Refer to Handout*). She explained that the forum is being held to inform the public about the new Medicaid healthcare reform laws. She encouraged the members to attend.
- Chair Mack announced that Arlington's National Recovery Month Event is being held September 25, 2013 from 6:30 p.m. to 8:30 p.m. in the Arlington County Central Library Auditorium located at 1015 N. Quincy Street (*Refer to Handout*). Pete Early, former Washington Post reporter, is the keynote speaker. Other speakers include the Honorable Louise M. DiMatteo, Arlington County Drug Court Judge; Leslie Weisman, Bureau Chief of Client Services Entry; and Michelle Hawkins, Member of Offender Aid and Restoration Advocacy Program. Ms. Mauller will email the flyer to the committee.
- Chair Mack announced that the Department of Behavioral Health and Developmental Services (DBHDS) Audit Team will be on site at the Arlington CSB the week of October 21<sup>st</sup> - 25<sup>th</sup>, 2013.
- Ms. Shakour reported that the CSB Member Recruitment Flyer has been finalized and will be included in the Full Board meeting packets for the September 18<sup>th</sup> meeting.
- Ms. Shakour reported that the Call Screening Data has been finalized (*Refer to Handout*).
- Chair Mack stated that the CSB is still seeking a CSB Representative to serve on the Community Development Citizen Advisory Committee (CDCAC).
- Chair Mack announced that new CSB Full Board Member, Ann Wroth, received CSB orientation and will be joining the CSB at the September 18, 2013 Full Board meeting. Ms. Wroth heads the volunteer hotline for the National Alliance of Mental Illness (NAMI).
- Chair Mack announced that a new Head Nurse and an Office Manager have been hired at the Mary Marshall Assisted Living Residence (MMALR). Ms. Hermann reported that the new Head Nurse will begin September 23, 2013. She noted that the facility received a full license. Ms. Hermann will provide a full report at the CSB Full Board meeting on September 18, 2013.

- Chair Mack reported that there is a \$585 million Budget Surplus in the state. He suggested the committee speak with Ms. Kemp about advocating for a portion of the funds for CSB programs.
- Chair Mack announced that the Arlington CSB Legislative Delegation Forum will be held November 20, 2013 prior to the CSB Full Board meeting in the Stambaugh Building, Lower Level Auditorium beginning at 6:00 p.m.
- Chair Mack stated that CSB Committees are to set agendas for their FY14 Sub-committee meetings for the year. Ms. Shakour distributed a schedule of the Sub-committee meeting dates (*Refer to Handout*).
- Chair Mack reported that the hiring slow down continues and that most new positions have not been filled. Ms. Verdugo stated that the Child and Youth Committee (CY) currently has four vacancies. Ms. Skelly suggested having a presentation on newly approved positions and past vacancies and the projected schedule for filling vacancies.

**Upcoming Items for CSB Full Board Meeting on September 18, 2013**

- ✓ Chair Mack announced that the CSB Full Board members will present Ms. Verdugo with a special Recognition for Leadership and Advocacy.
- ✓ Chair Mack announced that the CSB Staff Recognition Award will be presented to Mario Alejandro, Therapist in the ACT Unit, Substance Abuse Bureau.
- ✓ There will be a Group Home Report presented, if necessary.
- ✓ There will be a Monthly Financial Report presented, if necessary.
- ✓ Ms. Shakour asked the members if they would like any updates from the CSB Ad Hoc Initiative Committees. The members responded no.
- ✓ Ms. Hermann will report out on the Mary Marshall Assisted Living Residence (MMALR).
- ✓ The Full Board will discuss the topic options for the CSB Annual Retreat.
- ✓ Chair Mack announced that Fredy Martinez, Mental Health Therapist, Department of Human Services, will give a presentation about the Juvenile Justice/Court system at the October 16, 2013 CSB Full Board meeting.

The Arlington County Community Services Board Executive Committee meeting was adjourned by Chair Jim Mack at 8:10 p.m.

Respectfully submitted by Kelly Mauller.