



**The Arlington Community Services Board**  
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**James Mack**  
Chairperson

**Cynthia Kemp**  
Executive Director

**September 19, 2012**  
**Department of Human Services – Sequoia Building**  
**2100 Washington Boulevard**  
**Arlington, Virginia**  
**7:00 p.m.**

**Members Present:** James Mack, Judith Deane, Cynthia Fagnoni, Brian DeAtley, Linda Kelleher, Barbara Jones

**Members Excused:** Moira Saucedo, Keith Whyte, Shauna Alonge, Scott Brannon, Anne Hermann, David Kidwell, Naomi Verdugo, Jenette O’Keefe, Brian Berke

**Staff Present:** Cynthia Kemp, Farah Shakour, Suzanne Lane, Joanna Barnes, Alan Orenstein

**Public Comment (s):**

Officer Andy Penn asked the CSB to support the Mental Health Committees priority for additional funding for expansion of the Crisis Intervention Center (CIC) and add it to their FY 14 CSB Budget Priorities list. Officer Penn is the Crisis Intervention Team (CIT) Coordinator for the Arlington Police Department and commented that 30% of the police force in Arlington has been CIT trained. He stated that the goal is to equip officers with all the tools to help people with mental illness who are in crisis come to a successful resolution. He stated that he attended tonight to ask the CSB to prioritize additional funding for the CIC and for better security measures at the facility. General security at the CIC has been improved through the use of the calming room; however, increased security personnel will help resolve safety issues due to limited staffing. He noted that the state law allows the police force to enter into Memorandums of Understanding (MOU’s) with other agencies, and that the police staff could transfer custody over to the security officers at the CIC during the Temporary Detention Order (TDO) process. 24-hour ES staff and increased security will enhance the services at the CIC as well as allow officers to get back on the street quickly. Officer Penn cited some statistics about the CIC’s usage. Mr. Atkins, an audience member, suggested comparing Arlington’s CIC process with others in neighboring jurisdictions. Officer Penn stated that the Virginia Beach CIC does have a seamless process for transfer of custody. Ms. Kemp stated that every CSB in Virginia is seeking to develop 24-hour facilities.

**Approval of the June 27, 2012 and July 18, 2012 Minutes:**

ACCSB Chair Mack stated that the approval of the minutes for the June 27, 2012 and July 18, 2012 meetings must be delayed until October, because a quorum was not met in the current meeting.

**Staff Recognition: Clarendon House Case Managers**

The September staff recognition award was presented to the Clarendon House Case Managers in the Behavioral Healthcare Division – Lionel Howard, John Miser, Jonathan Biggs and Erika Crawford. Rebecca Wright, the Clarendon House Supervisor, stated that the case managers serve over 100 individuals with serious mental illness, with a variety of levels of functioning. She stated that this is a close-knit team that supports one another and that is constantly out in the community. Ms. Wright stated that three of the case managers moved five people into the Mary Marshall Assisted Living Residence (MMALR) within one week. These people were the first five residents in the facility. Ms. Wright gave an example of another instance where Mr. Miser and Mr. Howard worked together to address a crisis. She also gave an example of an instance when Ms. Crawford took on additional responsibilities to assist the PACT team. Chair Mack thanked the case managers and Ms. Wright and conferred the awards.

### **Presentation of Legislative and Budget Issues:**

Chair Mack opened a discussion on legislative and budget issues and turned the floor over to Ms. Kemp.

#### **FY 14 Arlington County Outlook:**

Ms. Kemp presented an overview of the FY 14 Arlington County budget outlook. She stated that the County Manager, Barbara Donnellan reported that the financial outlook in Arlington is weak, due to the projected downward shift in commercial development (1% growth for residential and 1% for commercial). Ms. Kemp noted that these are early projections. Ms. Kemp stated that there is a possibility of a hiring freeze and / or reductions. She noted that there are many factors leading to the growth in the budget, including staff compensation / cost of living, an increase in the number of children entering the school system and new projects that must be funded. She also noted that these are early projections.

#### **FY 14 DHS / CSB Public Hearing Feedback:**

Ms. Kemp distributed a summary of the DHS/CSB Public Budget Forum that occurred on September 6, 2012 (Refer to Handout). Several of the CSB Members were present at the forum.

#### **FY 13 State General Assembly Document (FINAL):**

Chair Mack stated that the FY 13 State General Assembly document is complete and was distributed to all CSB Members. The document was sent to Arlington's County Board, the County Legislative Liaison, and key DHS staff. Ms. Kemp stated that the Regional Management Group (RMG) models their priorities after Arlington's each year, and will likely narrow down these requests to the top five or six requests.

#### **FY 14 Local CSB Budget Priorities (DRAFT):**

Chair Mack distributed the CSB Executive Committee's Budget Priority Recommendations for FY 14 (*Refer to Handouts*). The document was prioritized as follows: 1) sustaining existing services; 2) critical unmet needs; and 3) one-time funding (carry over funds). Chair Mack stated that he would like the Members' feedback on the priorities at this meeting so that the list can be further refined.

Ms. Deane asked for more information on the grants that were awarded. Ms. Kemp gave an overview of the status of the grant awards as follows:

- Crisis Intervention Team expansion (2 therapists and security) – This proposal was not funded. Mr. DeAtley asked if Ms. Kemp received feedback on why Arlington did not receive the funding. Ms. Kemp stated that Arlington's application was in fourth place. The first three received funding. There were several elements that were missing such as the use of letters of support rather than MOU's; several instances of not being explicit in how processes would occur; and one missing data element.
- Crisis Stabilization Funding for children – This proposal was not funded.
- SAMHSA Primary Care and Behavioral Healthcare Integration Funding – This proposal was funded at \$400,000 for four years to be divided between Arlington and Alexandria City. The grant period begins October 1, 2012.

Ms. Kemp noted that in times of reduction in the County, she recommends that the Members consider making continuous changes to their priorities based on fiscal conditions in the County.

Ms. Kemp updated the Members about Ms. Skelly's request for an update on the County's use of carry over funds. She stated that some of the carry over dollars are allocated and committed. Ms. Kemp stated that the County Manager will likely retain the remaining carry over dollars to offset any budget holes. Therefore, the last request for one-time funding of group home renovations utilizing carry over funds may be under consideration for deletion. Ms. Kelleher asked if the group homes are County owned. Ms. Barnes stated that the homes are owned by nonprofits. Ms. Kelleher stated that these types of renovations are usually funded by low income tax credits and Community Development Block Grant funding from the federal government (Housing and Urban Development). Ms. Kelleher stated that by requesting this type of funding, it may establish a precedent that cannot be sustained. Ms. Jones stated that nonprofit vendors lack start-up funding as well. Ms. Kelleher suggested investigating additional federal funds from the Veteran's Administration and other sources. Mr. Atkins noted that CDBG funding is being reduced, and local funding has been used to close the gap, so the precedent has already been set.

Ms. Deane asked why the CIC expansion was not chosen as a local budget priority for FY 14. Chair Mack stated that all of the priorities can be revisited again today and in the Executive Committee meeting. It was agreed to add the Crisis Intervention Center to the FY 14 priorities list.

**Sustaining Existing Services:**

- Sustain nursing support for group homes
- Sustain supported employment and education for young adults with mental illness
- Sustain CIT Coordinator
- Expand staff positions two psychiatric service providers
- Residential treatment funding

\* "Sustain current primary care program funding for adult MH & SA clients" – This item was eliminated due to the receipt of the SAMHSA grant.

Ms. Kemp will speak with Joe Bullock, the Substance Abuse Director, about the need to replace funding for the Jail ACT Unit Case Management position with local dollars to determine whether or not the state funding for this position is anticipated to be available in FY 14. If it is not going to be funded by the state, it will be added to the above category.

**Critical Unmet Needs:**

- Increase nursing services for children and adolescents
- All peer-related requests (MH/SA)
- Two ID Support Coordinators
- Mental Health Case Managers
- After-school therapeutic recreation services
- Crisis Intervention Center

**One-Time Funding Requests:**

- Group home renovations

**Presentation of the Final Draft of the CSB By-Laws (Refer to Handout):**

Chair Mack introduced Suzanne Lane, Manager of the Operations Support Team to present a draft of the amended CSB By-Laws. The by-laws were amended by the Administrative Committee and approved by the

Executive Committee. Ms. Lane stated that the Administrative Committee reviewed the statutes, formatting and other general items. She did bring two changes to the Members' attention: 1) Article 6.1f was changed to reflect that the Board Chair can decide whether or not to contribute to the Executive Director's annual evaluation or have an outside evaluation; and 2) Article 9.3 – the language was softened to give the board the option to develop initiatives, rather than being required to do so. The by-laws will be on the agenda for approval in October.

**Review of the Annual CSB Retreat Agenda (Refer to Handout):**

Chair Mack opened a discussion about the CSB's Annual Retreat and distributed a draft agenda as follows:

8:45 a.m.	Continental Breakfast
	Budget & Legislative Processes and Advocacy:
9:00 – 10:00 a.m.	State Level – Will Frank, Virginia Association of CSBs
10:00 – 11:00 a.m.	Local Level – Suzanne M. Lane, Arlington BHD
11:00 – 11:15 a.m.	BREAK
11:15 a.m. – 12:00 p.m.	Arlington CSB's Process – Cindy Kemp, CSB Executive Director
12:00 – 1:00 p.m.	Keynote Lunchtime Speaker - Libby Garvey, Arlington County Board: Arlington's Budget & Advocacy Process
1:00 p.m. – 1:45 p.m.	Updates on Last Year's Initiatives: <ul style="list-style-type: none"><li>➤ Youth in Transition (Judy Deane)</li><li>➤ BHC and VHC Continuum of Care Issues (Jenette O'Keefe)</li><li>➤ ID Housing Plan (Carol Skelly)</li><li>➤ Drug Court (Jim Mack)</li><li>➤ Communication/Community Outreach &amp; Involvement, including Outreach to Employers (Keith Whyte, Cindy Fagnoni, Carol Skelly)</li></ul>
1:45 – 2:30 p.m.	Initiatives for the Upcoming Year

The retreat will be held at the George Mason Center, 1801 N. George Mason Drive, in the Conference Room. Ms. Kemp noted that the venue was changed from The Jefferson due to the increasing costs of the venue.

**ACCSB Executive Director's Report:**

ACCSB Executive Director Cynthia Kemp reported the following:

- Ms. Kemp stated that there has been major progress at the Mary Marshall Assisted Living Residence (MMALR) after the three licensing visits. There continues to be room for improvement. Ms. Kemp read a statement from Ms. Hermann regarding the report from the MMALR Advisory Council as follows:
  - The Mary Marshall Advisory Council met September 13.
  - The Facility Director, Kay Halverson, updated the Council on staff changes, including that a new Life Enrichment Assistant has been hired, and a temporary nurse. A new Director of Nursing is to be hired. The Council will be receiving a new organizational chart.
  - Ms. Halverson said that there is good progress in following up from the Inspection Report, with many recent and upcoming trainings, including a great training with Dr. Larson, and ongoing ISP

(Individual Service Plan) conferences. She reminded us that getting everything to where it could be is a work in progress.

- One of the important training topics is how to deal with aggressive clients. Each staff member needs to be trained in that area. Another critical topic is Emergency Preparedness.
  - In response to a question about the frequent staff changes, she said that the first year can be very tumultuous with frequent turnover until the right fit is found for each position.
  - The Council also discussed a program where the residents agree to do services for "Mary Marshall" bucks which they can use in the MM store. Jobs include: covering the front desk, sweeping the Dining Room floor, watering flowers, picking up trash or recycling. It costs about \$500 a month to keep the store open. They can use items and gift cards (Target, CVS & 7-Eleven) for the store. However, they are going to set a suggested amount for the gift cards. Various amounts were discussed, but it wasn't decided yet. More information will be made available about this. Also, as winter approaches other items will be needed, e.g., hats, mittens, gloves.
  - Information about holiday gift cards will also be forthcoming.
  - Once the licensing requirements are met, volunteers can be brought in.
  - There was a Registration Day for those needing to register to vote.
  - Volunteers of America - Work is underway to coordinate fundraising for their various local activities.
- Ms. Barnes updated the members on follow up issues related to the Department of Justice (DOJ) settlement with the state regarding the closure of the ID training centers as follows:
    - There was a stakeholder's meeting on July 9, 2012 for families, Intellectual Disability (ID) Directors, and community members. Judge Gibney has agreed to approve the settlement with several changes, but the details have not yet been published. A major point in the agreement is that residents cannot be forced out of the training centers against their will or the direction of their guardians. Follow up meetings are anticipated.
    - Ms. Barnes stated that the Business Plan and Request for Information (RFI) is well-underway.
    - There will be a series of forums across the state and all are welcome to participate to discuss the community services and resources needed to accommodate those discharged from the training centers in the community.
  - Ms. Kemp reported on the group homes. She stated that the number of incidents decreased from 20 in July to 18 in August.
  - Ms. Kemp stated that the financial report is in the packet. She stated that the fiscal year ended 10% short of the goal; however, the target of 8% for this fiscal year is being met.
  - Ms. Kemp stated that Ms. Deane requested an update on the Mental Illness Awareness Week Employment Forum on October 11, 2012 from 1:00 – 2:30 p.m. at George Mason Center, 1801 N. George Mason Drive, Arlington, VA. Mr. Orenstein stated that the Job Avenue Manager, Jose Campos, has already begun to secure employers. Mr. Orenstein distributed the Employment Forum flyer and the Supported Education Schedule of Classes. He stated that this year's forum is aimed at targeting new employers. The program will include background information on employing people with mental illness; testimonies from employers who have hired people with mental illness; and a short film. Mr. Orenstein stated that all are welcome.
  - Ms. Kemp stated that the Annual Report is under development and will be presented in the near future.

- Ms. Kemp noted that the CSB Program Reviews are in the packets and outline the program missions, funding and outcomes.
- Ms. Kemp stated that planning for the November State Legislative Delegation meeting with the State Legislators is underway. She stated that the CSB's State General Assembly Recommendations will serve as the foundation for this meeting.

**ACCSB Chair's Report:**

ACCSB Chair James Mack reported the following:

- Chair Mack announced that there are three vacancies on the CSB and encouraged Members to suggest that others apply to join the CSB.
- Chair Mack announced that there is a County Affordable Housing Study forum on Saturday, September 22, 2012 from 10:00 a.m. – 12:00 p.m. at Wakefield High School. He stated that he will attend and will comment to support CSB clients, and he encouraged other Members to attend. Mr. Atkins suggested sending Mr. Mack's and other's comments to the County Board.
- Chair Mack announced that on September 21, 2012 at the Sequoia Building, Sarah Shrum, the Residential Housing Coordinator for Mental Health in DHS, will be discussing The Brain Project's approach to housing.

The Arlington Community Services Board meeting was adjourned at 8:35 p.m.

Respectfully submitted by Farah Shakour