

**Arlington County Community Services Board
Executive Committee Meeting Minutes
Monday, May 7, 2012
6:00 pm**

Present: Carol Skelly, Judith Deane, James Mack, Barbara Jones, Naomi Verdugo, Anne Hermann

Excused: Jenette O'Keefe

Staff: Cynthia Kemp, Farah Shakour, Joanna Barnes

The May 7, 2012 Arlington County Community Services Board (ACCSB) Executive Committee meeting was convened by the ACCSB Executive Committee Member Chair, Carol Skelly at 6:10 p.m. The meeting was held at the Department of Human Services Sequoia Building, Conference Room A, 2100 Washington Boulevard, Arlington, Virginia.

Approval of the April 9, 2012 Executive Committee Minutes:

Chair Skelly called for a motion to approve the April 9, 2012 ACCSB Executive Committee minutes. Ms. Jones motioned to approve the minutes, Ms. Hermann seconded the motion and the minutes were approved with two corrections.

Update on Department of Justice (DOJ) Settlement Issues:

Joanna Barnes, DHS Intellectual and Developmental Disabilities Bureau Chief, updated the members on the Department of Justice (DOJ) Settlement with the state regarding the closure of the state ID training centers.

Ms. Barnes updated the Members about several topics related to the settlement negotiations.

Arlington IDD Services - Discharge Planning Activities:

- Ms. Barnes continues to attend the regional admissions/discharge committee meetings
- It has been tentatively determined that 7 people could be targeted for discharge and placement by June 30, 2013; 7 by June 30, 2014; and 11 by June 30, 2015. These discharges are tentative pending appropriate placement. Of the four that need group homes, two have been referred already. Mr. Mack clarified that new facilities will be required. Individuals can be placed outside of Arlington based on their or their families' preferences.

Regional Business Plan:

- The Request for Information (RFI) for residential and habilitation services was released by Fairfax County today. The purpose of the RFI is to collect the information needed from providers to be included in the business plan. The resulting data is anticipated to be available by June 2012. Ms. Barnes estimates that one group home and five ICF's will be needed in Arlington, depending on the size of the facilities.
- Ms. Barnes distributed copies of a document that details some of the NVTC parents' opinions on the closures of the training centers (*Refer to Handout*).

Waiver Allowances:

- The state has not yet published its survey of providers.
- Ms. Barnes distributed a response letter from Secretary Hazel in response to the Northern Virginia Regional Commission, in which the state concedes that the structure and rate for the ID waivers must be changed.

Judge Gibney's Court Order:

- Ms. Barnes reported that Heidi Dix, the Assistant Commissioner for DBHDS and the person who oversees ID services indicated that Judge Gibney will likely rule in mid-May.

Systemic Therapeutic Assessment Respite and Treatment (START):

- The state has announced that the contract for the development of regional crisis intervention and stabilization services for people with ID has been awarded to Easter Seals / United Cerebral Palsy of North Carolina and Northern Virginia. Easter Seals will begin hiring staff shortly and will partner with Emergency Services to provide training. During the first year of the contract, six Coordinators will provide mobile crisis stabilization services in the community. It is not expected that the facility will be at capacity during the first year ramp up period. The goal of the program is to prevent hospitalizations.

Ms. Barnes provided additional updates:

- The state rolled out mandatory crisis training for case managers which has to be completed by July 1, 2012 by case managers in all disability areas. The focus is on identification of resources to prevent crises.
- On April 25, 2012, the ID Directors attended a Department of Behavioral Health and Developmental Services (DBHDS) / Office of Developmental Services and Office of Licensure meeting in which the state explained the settlement to ID providers.
 - Focus on discharging those who want to be discharged first
 - Some providers expressed concern about funding for dental and mental health services. Ms. Dix stated that the funding for community-based services will be transferred for these purposes.
- Ms. Barnes attended the State Developmental Services Committee meeting. Central Virginia Training Center has already downsized by 12 beds and Southside Training Center has downsized by 29 beds since the start of the settlement agreement.
- The Virginia Housing and Development Authority has funding available for providers. The deadline is June 15, 2012.
- There was concern about the training centers not giving the localities information on incidents. A staff member was allowed to go into one of the centers and was given access to a client file and incident reports were included in the file. Ms. Kemp noted that the training centers will give the localities aggregated data on the incidents. Ms. Kemp also requested a summary of the process for resolving complaints from the state. Ms. Jones asked why case managers do not ask for incident reports for all their clients. Ms. Barnes stated that Arlington receives incident reports from the day program providers for residents who go out during the day. Ms. Barnes stated that she is on the Northern

Virginia Training Center (NVTC) ethics committee which monitors incidents in the region, and that the committee's reviews showed that most incidents were handled appropriately. Ms. Barnes noted that there is a full-time regional human rights staff member onsite at NVTC who is a member of the review team. Ms. Barnes stated that the facilities are required to first report the incident and then conduct an internal investigation.

- Tomorrow, there is a forum by IDD Services, the Housing Assistance Bureau of DHS, and the Community Housing and Planning Department of the County for all residential providers who wish to expand, highlighting the zoning and funding opportunities.
- The next ID Directors meeting is May 18, 2012 and Heidi Dix will attend to orient them about the new discharge process.
- On May 19, 2012, NVTC is having a provider fair. There will be state representatives there to discuss the discharge process. Jennifer McKinney will represent Arlington. Ms. Barnes will send letters to all families who live in the area who have family members at NVTC or CVTC. Ms. Hermann recommended that Ms. Barnes send her notification letter to all families, not just local families. Ms. Barnes agreed. Ms. Kemp stated that the training centers are also sending a letter of notification.
- Mr. Mack asked how long people typically have been in the training centers. Ms. Barnes stated that most were in the facilities their entire lives. Ms. Jones noted that the regulations changed recently to state that admitted residents must be 18 years of age or older.
- Ms. Barnes noted that housing specifications for the people discharged from the facilities must accommodate their large array of bulky medical equipment. This includes accessible bedrooms and hallways.
- Chair Skelly asked about the number of residents who do not have legal guardians. Ms. Barnes asked if she also wanted to know who does not have Authorized Representatives (AR) as well. Ms. Barnes stated that she does not believe any Arlington residents are without a guardian or AR. Chair Skelly requested a breakdown of guardians and ARs in the future.

Review of the FY 13 Adopted Budget Outcome and FY 14 Budget Process:

Chair Skelly opened a discussion about the FY13 adopted local budget and the FY 14 budget process. Ms. Kemp distributed her email to the CSB members regarding the outcome of the Arlington County Board's adopted General Fund Budget for Fiscal Year 2013 (*Refer to Handout*).

The following CSB priorities were funded:

One Time Funding:

- Job Avenue – \$66,000 in one-time funds (ongoing funding listed below)
- Alexandria Neighborhood Health Services, Inc (ANSHI) – \$40,000 in one-time funds to continue innovative primary medical partnership serving clients in the behavioral

healthcare Drewry facility. There is already \$20,000 in the base budget (one time) for primary care in FY 13 so the total available is \$60,000 one time in FY 13.

Ongoing Funding

- Child psychiatry – \$97,500 in ongoing funds to add 0.5 FTE to increase number of psychiatry hours for children and youth. The nurse was not funded.
- Young Adult Independent Living Coordinator – \$70,000 in ongoing funds for 1.0 FTE to develop new independent living program for youth with serious mental illness
- Job Avenue – \$100,000 in ongoing funds to increase supported employment services for persons with serious mental illness and substance abuse (\$66,000 listed above in one time funding).
- Recovery Manager – \$40,000 to increase the recovery manager from a 0.5 FTE to a 1.0 FTE to further recovery efforts and effectively manage two consumer run programs.
- The Peer Counselor positions were not funded.

Other Areas of Interest to the CSB

- Housing Grants – \$2.2M in one-time funds to provide rent subsidies to low-income residents who meet eligibility requirements
- Permanent Supportive Housing – \$248,064 in ongoing funds to provide housing for persons with disabilities
- Homeless Prevention and Rapid Re-Housing Program (HPRP) – \$200,000 in one-time funds to prevent eviction and stabilize housing for Arlingtonians at risk of homelessness
- Arlington Street People's Assistance Network – \$100,000 in one-time funds for case management services to HPRP and 100 Homes Initiative
- Housing pilot for singles – \$50,000 in one-time funds for second year of emergency rental needs pilot for single adults
- Carlin Springs Elementary – \$79,000 in ongoing funds to add a 0.5 FTE nurse and 0.5 FTE mental health therapist (Partnership request)
- Northern Virginia Family Services – \$180,000 over two years (\$90,000 a year) in one-time funds for gang prevention program in JDR Court
- Arlington Free Clinic – \$58,500 in one-time funds for primary care services
- Arlington Food Assistance Center – \$66,000 in one-time funds to meet increased demand for supplemental food
- Arlingtonians Meeting Emergency Needs – \$50,000 in one-time funds to meet increased demand for services
- Culpeper Garden – \$30,000 in ongoing funds for low-income elderly residents

Also, the new ID transportation route was funded (\$99,046) the base proposed budget. These funds remain in the adopted budget.

Ms. Kemp also announced that she came forward with a proposal to expand the Peer Empowerment Center (PEC), and received regional ongoing funding of approximately \$80,000 for recovery-oriented services. PEC will be notified of the award in the next few weeks.

Ms. Deane suggested inviting members of the County Board, including Libby Garvey and Mary Hynes, to see peer and recovery events in action, in the hopes of receiving future funding. Chair Skelly stated that she feels that the County Board members valued the peer positions; however, there was a limited amount of funding available.

Ms. Kemp reviewed the typical CSB budget advocacy process and timeline in preparation for the FY 2014 budget. She stated that the current timeline allows for the addition of items into the base budget. She asked for members' feedback on any changes to the following timeline:

- May and June – Committees, with input from staff liaisons, determine priorities based on needs
- July – Committees finalize priorities and forward to Ms. Kemp. Ms. Kemp packages the priorities and submits to the Executive Committee in August.
- September – Committee priorities are submitted to the full board
- October – CSB priorities are finalized
- February – The County Manager releases her budget

The members agreed that this timeline should remain in place and that there is the flexibility to add additional items later in the process if needed.

Review and Decision on the Staff Awards for the June Celebration:

Chair Skelly opened a discussion about the CSB's annual awards ceremony. Ms. Kemp outlined the previous awards presented by the CSB in the past three years and the awards outlined in the CSB By-laws. Ms. Kemp reviewed the current staff and community partner award nominations.

The members decided to present the following staff awards:

- Thomas (Tom) Gleeson (RAFT Director, Posthumously) – Distinguished Leadership Award (present award first)
- Marilyn Schmal (Dual-Diagnosis Supervisor, retiring from Mental Health in BHD) – Lifetime Achievement Award (present second)
- Latrice Williams (Substance Abuse Administrative Assistant in BHD) – Exemplary Administrative Professional Award (present third)
- Marti Mefford (Substance Abuse Case Manager in BHD) – Exemplary Clinician Award (present fourth)
- Dr. Amy Lieberson (Mental Health Therapist in BHD) – Dr. Audrey Moss Award (present fifth)
- Dr. Lawrence Spont (Psychiatric Services, Aging and Disability) – Dr. Georgeopoulos Award (present last)

The members decided to present the following community awards:

- Marcella Foster, Property Manager at the Columbia Grove Apartments (Permanent Supportive Housing site owned by APAH and managed by Paradigm)
- Jean Basheer, Activities Director at Cherrydale Nursing Home (Peer Interns)
- Edith Richards, Instructor at NVCC (Supported Education)
- Pascal LaPorte, Owner of Clarendon Fitness (Employer who supports Clarendon House members)

The members decided to invite the County Board Members. They also decided to invite Kurt Larrick to cover the event in the media.

Discuss Employment Meeting:

Chair Skelly tabled the discussion about the employment ad-hoc committee meeting until the full board meeting in May.

Review Interagency Agreements:

Ms. Kemp distributed the Summary of Interagency Agreements document and stated that these have been reviewed in committees (*Refer to Handout*).

Brief Updates / Information:

- Ms. Kemp distributed a state document comparing the number of private acute care beds, state facility adult beds and total beds in the seven planning regions. The document showed that Arlington is lacking beds as compared to other regions. Ms. Kemp emphasized that Arlington never allows “streeting” of individuals who are being released from hospitals and who are detained by police due to possible harm to themselves or others. Instead, Arlington Police wait with individuals until Emergency Services staff can find bed space for the individual. As of July 1, 2012, Arlington is slated to lose 13 additional beds at Northern Virginia Mental Health Institute (NVMHI). The state has given \$1 million and the region has given \$400,000 to maintain the beds. The Director of NVMHI has agreed to provide the beds and services for the next year with the \$1.4 million even though the full cost is \$1.8 million. The Office of Inspector General is releasing a report on people on the Extraordinary Barriers List (EBL). People on the EBL have been determined to have reached maximum benefit in NVMHI and are slated to be released to the community. However, they have extraordinary barriers to living in the community. Arlington has the second largest number of people on the EBL list in the state (an average of 12 people from July 2011 – December 2011). Ms. Kemp has called an internal meeting to discuss the issues surrounding why Arlington has such a large number of people on the list.
- Ms. Kemp stated that members of the CSB have a meeting with County Board Member Libby Garvey on May 17, 2012.
- Ms. Kemp stated that there are 52 viable applicants for the Mary Marshall Assisted Living Residence, with 42 of the 52 currently residing there.
- Ms. Kemp followed up on the issue of training EMTs in Arlington in Crisis Intervention Team training methods. She stated that there is a meeting being scheduled soon.
- Ms. Kemp said that there are no new updates regarding the Medicaid Managed Care RFP for State Plan Option Services.
- Ms. Kemp announced that Moira Saucedo is the CSB’s newest member and that there will be three CSB vacancies as of July 1, 2012.
- Ms. Kemp stated that Annual Report will be compiled soon.

Upcoming Items for CSB Full Board Meeting on May 16, 2012:

- The staff recognition will be presented to Cathy Billings, the Psychiatric Services Administrator.

- The Interagency Agreements will be presented for review, with approval at the June meeting.
- There will be a report on the following CSB Retreat Priority Initiatives:
 - VHC
 - Employment and Communications Committee.
 - Young Adult Initiative
- Ms. Kemp will report on revenue in the Financial Report, as necessary.
- Ms. Kemp will provide a report on the Group Homes, as necessary.
- The VOPA letter to Judge Gibney will be added in the May CSB member packet.

Announcements:

The Arlington Community Services Board Executive Committee meeting was adjourned by Chair Skelly at 9:00 p.m.

Respectfully submitted by Farah Shakour

