



**The Arlington Community Services Board**  
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**James Mack**  
**ACCSB Chair**

**Cynthia Kemp**  
**Executive Director**

March 19, 2014  
DHS Stambaugh Building Auditorium  
2100 Washington Blvd  
Arlington, Virginia  
7:00 pm  
Full Board Meeting  
DRAFT

**Attendance:** James Mack, David Gardner, Judith Deane, Barbara Jones, Wayne Bert, Scott Brannon, Brian Berke, Linda Kelleher

**Members Excused:** Anne Hermann, Ann Wroth, Jenette O'Keefe, David Kidwell, Brian DeAtley, Erica Jackson, Shauna Alonge, Lee Long, Keith Whyte

**Staff:** Cynthia Kemp, Farah Shakour, Joanna Barnes, Thomas Wallace, Suzanne Lane

**Public Comment(s)**

There were no public comments.

**Staff Recognition**

Suzanne Schuler, Emergency Mental Health Therapist, Client Services Entry, was nominated to receive the March 19, 2014 staff recognition award. Patrice English, Mental Health Therapist, Client Services Entry, spoke about Ms. Schuler. Ms. English stated that Emergency Services is a combination of all of the skill sets of all of the clinicians; always being available, being a negotiator in looking for hospital beds, and being part of a team. She further stated that through challenging and stressful circumstances, Ms. Schuler performed gracefully and admirably. Ms. English noted that Ms. Schuler is a dedicated professional and the "Gold Standard" in service delivery. Ms. Schuler stated that she is honored to be recognized. Chair Mack conferred the award.

**Approval of the February 19, 2014 ACCSB Meeting Minutes**

Chair Mack called for the review and approval of the minutes of the February 19, 2014 CSB full board meeting. The Members reviewed the minutes. Mr. Mack called for a motion to approve the minutes. Mr. Brannon motioned to approve the minutes, Ms. Kelleher seconded the motion and the minutes were approved with one correction

**Presentation: DRAFT CSB Charter**

Ms. Kemp presented a review of the CSB' draft charter. CSB Liaison, Mary Hynes informed the CSB, in January, that all Boards and Commissions should have a charter. The CSB did not have one, but it does have many documents that were used to complete the charter, including the By-laws and Policies and Procedures. The members will review the charter and give feedback to Ms. Kemp and Ms. Shakour by March 28, 2014 close of business. The charter will be brought before the CSB Full Board members for approval at the April 16, 2014 full board meeting.

Ms. Jones asked a question about the section pertaining to the review of the performance of the CSB Executive Director. She asked who performs this function. Ms. Kemp stated that the Chair has typically performed the review. Ms. Jones suggested that, for the Executive Director's protection, the Executive Committee should perform this function with the Chair as the point person.

The members agreed that the annual performance evaluation will be discussed with the full board for feedback in October and then go to the Executive Committee for submission in November. The additional language will be incorporated into the charter.

### **Review: FY15 CSB Final Approved Budget Priorities**

Chair Mack opened a discussion about the CSB's FY15 local budget priorities. Ms. Kemp stated that these are the final priorities that will be presented to the County Board members on March 20<sup>th</sup>.

#### **Criminal Justice and Emergency Services:**

- Chair Mack stated that the number one priority is the Crisis Intervention Team Coordinator position. The position will be eliminated in FY15 without additional funding. One of the most important aspects of the position is that it holds the mental health criminal justice system together.
- Ms. Deane stated that the second priority is the Mental Therapist in Emergency Services (ES) position. This position will provide services during high-volume critical times in ES, particularly in the late evening hours and on weekends when many crisis calls are received. The position will also attend Civil Commitment hearings at Virginia Hospital Center (VHC) and other hospitals throughout northern Virginia. Ms. Kemp explained that currently the police pick up individuals from the hospitals and bring them to the court for the hearing. Arlington is moving towards moving the hearings to the hospitals so that individuals can have their hearing where they are being treated.
- Chair Mack stated that the third priority is the Addictions, Corrections and Treatment (ACT) Case Manager position. This position will also be eliminated in FY15 without additional funding. Without the position, wait times for assessment will increase by 40 days and services will be reduced significantly.
- Ms. Deane stated that the fourth priority is the Mental Health Therapist in the Jail position. This position was eliminated in FY 2006.

#### **Peer Recovery Position in Substance Abuse and Mental Health:**

- Substance Abuse Recovery Support Staff - Chair Mack stated that this position engages people who may not normally be easy to engage. Peers are more successful in reaching this population and connecting them to services.
- Mental Health Peer Support Specialists - Ms. Deane stated that these positions will provide support to four Mental Health programs.

#### **Psychiatric Services**

- Both a Psychiatric Nurse Practitioner and the Psychiatrist have been working additional hours without the commensurate benefits. The CSB is requesting 0.5 FTE for the Nurse and 0.2 FTE for the Psychiatrist. The positions will reduce the wait times for client services.
- The Nurse practitioner is a more cost-effective means to see more clients.
- Psychiatrists with experience serving both older adults and individuals with IDD are very difficult to recruit.
- Funds from unfilled vacancies have been used to cover the costs of the extra hours for these positions.

### IDD Employment Initiative

- Ms. Jones stated that Department of Justice (DOJ) lawsuits across the nation have mandated a movement to offer work in the community to all individuals currently in congregate settings.
- Some of the vendors who supply job development and placement for individuals with IDD are changing their modes of business from sheltered workshops to community placement with the proper supports. Not all vendors will change their mode of business.
- The \$25,000 will be used to pay the vendors for job development and placement for the individuals who will lose their congregate jobs in 2015.

A group of CSB members will meet at 9:45 a.m. at the Corner Bakery on March 20<sup>th</sup> to prepare for the meetings with the County Board members which begin at 10:30 a.m.

### Update: DRAFT CSB Housing Report

Chair Mack turned the floor over to Ms. Kelleher. Ms. Kelleher stated that there has been a recommendation to get feedback, buy-in and collaboration from other groups and commissions. Ms. Kelleher stated that she is asking the CSB members if they want to approve the Housing Needs Report as is or take the report to other groups and commissions for feedback prior to publishing the report.

Ms. Kelleher recommends soliciting feedback from the following groups and commissions:

- Disability Commission
- Housing Commission
- Housing Subcommittee of the Homelessness Task Force (Dave Liebson)
- Commission on Children, Youth and Families
- Alliance for Housing Solutions
- Arlington Housing Staff
- Arlington Planning Staff
- Arlington DHS Staff

Chair Mack asked how the CSB's report will inform the County Housing Study Committee and the consultant that was hired. Ms. Kelleher suggested that the report be presented in draft form with the comment that the CSB is seeking other feedback.

Ms. Kelleher suggested adding a statement to the introduction of the report such as follows: This report was adopted by the CSB for the purpose of informing the citizenry of Arlington and the Housing Study Workgroup. We will continue to make additions to the report as new information develops.

Chair Mack asked Ms. Kelleher if she would be willing to spearhead a subcommittee to address these efforts. Ms. Kelleher agreed to train others to present the information and to present it herself. She also stated that some staff may need to be involved. She suggested asking some of the commissions and groups if they have connections to other groups and recruit them to join this subcommittee.

Mr. Gardner, Community Development Citizens Advisory Committee (CDCAC) representative on the CSB, made a suggestion pertaining to the Arlington County Resident Survey ([www.arlingtonva.us](http://www.arlingtonva.us)). The survey gathers information on what Arlingtonians feel are barriers to housing. He suggested that the CSB request that residents complete the survey to gain feedback from those with housing barriers. Ms. Kelleher clarified that this is a Housing and Urban Development (HUD) survey, not an Affordable Housing Study Working Group survey.

Ms. Deane stated that a group from Fairfax County is issuing a questionnaire to family members of individuals with mental illness who would be willing to contribute to housing if developers were going to build housing for this population. The questionnaire asks how much families would be willing to pay should the housing be available. The Fairfax-Falls Church CSB is behind the questionnaire and wants to know if the Arlington CSB wants to back a similar survey in Arlington. Ms. Kelleher noted that people in Permanent Supported Housing (PSH) must be able to sign their own leases, so their circumstance is different than individuals who have family members signing their leases. Ms. Deane will circulate a copy of the questionnaire to the CSB members.

Ms. Jones stated that the structure Ms. Deane referred to sounds similar to Microboards. Microboards are legal structures in which families unite and form an LLC to buy a property to house their family members. This structure does not preclude individuals based on income and assets, separating the housing from the services. It also allows individuals to live in the home forever.

The members agreed that the CSB Housing Needs Report will be issued in final form with the understanding that other housing, disability and planning groups can add input. The issue and revision dates will be updated on the document as information changes.

### **ACCSB Executive Director's Report**

- ✓ Ms. Kemp gave a report on the group homes for January and February 2014 (*Refer to Handout*). She stated that no major incidents were reported.
- ✓ Ms. Kemp reported that CSB programs should be at 58% of the yearly target and they are at 54% (*Refer to Handout*). She noted that a lot of attention is being given to the new front door processes that will go into effect in April addressing increasing revenue.
- ✓ Ms. Kemp reported that the Interagency Agreements should be going through CSB committees for review. Ms. Kemp will bring a summary of the agreements to the April 16<sup>th</sup> CSB full board meeting as an action item for approval.
- ✓ Ms. Kemp announced that the VACSB is seeking a representative from Northern Virginia to be part of the Board of Directors meeting. Every region has a representative from one of the CSBs in the region. She noted that there are six meetings per year that are generally held in Richmond. Prince William County's representative is resigning.
- ✓ Ms. Kemp directed the members to the CIT Awards Ceremony flyer included in the member packet. The ceremony will be held April 2, 2014 in the Hazel Auditorium of the Virginia Hospital Center from 7:00 p.m. to 9:30 p.m. Formal invitations will be mailed to the CSB members. Ms. Kemp stated that there are two national speakers attending; Dr. Fred Frese and Dr. Ken Duckworth. Ms. Kemp encouraged the CSB members to attend. Mr. Mack stated that NAMI is presenting the same two speakers with awards earlier that same day.
- ✓ Ms. Kemp reported that she received the DBHDS State Audit draft report in February. She noted that staff has responded to the fifteen citations and that once the responses are incorporated into the report, it will be sent to DBHDS for finalization.
- ✓ Ms. Kemp reported that the State General Assembly has a special committee reconvening on March 24<sup>th</sup> to finalize the State budget. She noted that concerns about the expansion of Medicaid are impeding the process. Ms. Kemp stated that Governor McAuliffe is scheduled to visit Alexandria Neighborhood Health

Services, Inc. (ANHSI) on March 20<sup>th</sup> to examine why healthcare needs to be funded for individuals who cannot afford it.

- ✓ Ms. Kemp announced that the Consumer-run Program, Arlington Peers Helping Peers in Recovery, will be holding its first Annual Open House on April 1, 2014 from 12:00 noon to 4:00 p.m. (*Refer to Handout*). The open house will be held at 3219 Columbia Pike in Arlington.

### **ACCSB Chair's Report**

Chair Mack asked who will be presenting testimony at the County Public Budget Hearing on March 25<sup>th</sup>. Ms. Jones stated that Brian DeAtley will testify and that there are others, including a consumer that may attend for IDD. Chair Mack stated Shawn Buckner will represent the Substance Abuse Committee. Ms. Deane has not yet secured a presenter for the Mental Health Committee.

Chair Mack opened a discussion about the new Commission Handbook from the County Board. He stated that there is concern regarding the rules surrounding the number of people that constitute a formal meeting and the protocol for calling in to meetings. Chair Mack suggested using a "Reasonable Person" approach, giving exceptions to people who have special circumstances and are excused who are acting in "Good Faith". Ms. Deane stated that she was at a meeting where only one other commission objected to this rule. Ms. Deane stated that this rule will significantly impact the PACT Family Council's operations. She stated that Ms. Hynes is willing to review the CSB's list of desired exceptions to the rules and submit it to the County Attorney for review.

Chair Mack brought forward a recommendation from the Executive Committee to hold an annual awards ceremony for staff and community partners in June as they have in previous years. The members agreed.

Chair Mack asked Ms. Dean to report about the PACT Family Council luncheon that was held for staff. Ms. Deane stated that the luncheon was successful. She announced that the Council would like to host a picnic for the PACT Team on June 11, 2014 at a park, to be determined. The Council has discussed inviting the County Board members. Everyone is welcome to help with the planning and funding.

Chair Mack stated that the CSB will begin developing its state budget and legislative priorities for FY15 at the April 7<sup>th</sup> Executive Committee meeting. The CSB's final recommendations to the State are due in June.

### **Report Out on ACCSB Retreat Initiatives**

None.

### **Informational Items**

None.

### **Adjournment**

The Arlington County Community Services Board Full Board meeting was adjourned by Chair Jim Mack at 8:45 p.m.

Respectfully submitted by Kelly Mauller.