

**Arlington County Community Services Board**  
**Executive Committee Meeting**  
**Drewry Building**  
**1725 North George Mason Dr, Arlington**  
**Room 107**

**May 10, 2014**

**Present:** James Mack, Anne Hermann, Judith Deane, Jenette O'Keefe, Brian DeAtley, Barbara Jones, Shauna Alonge

**Excused:** Carol Skelly

**Staff:** Anita Friedman, Farah Shakour, Kelly Mauller, Joanna Barnes, Leslie Weisman

**Approval of the DRAFT April 7, 2014 Executive Committee Minutes**

Chair Mack called for a motion to approve the April 7, 2014 ACCSB Executive Committee meeting minutes. Ms. Jones motioned to approve the minutes, Ms. Deane seconded the motion, and the minutes were approved with several corrections.

**Update: Arlington County Local FY 15 Budget**

Ms. Friedman, Interim CSB Executive Director, stated that the only CSB local budget request granted by the County Board for FY 15 was for one-time funding for a Crisis Intervention Team (CIT) Coordinator. She noted that the County Board also approved funding for homeless services provided by Treatment on Wheels (TOW). This was a CSB recommendation that was omitted when it was added to the base budget. She asked if the CSB would send a letter of appreciation to the County Board office again this year as they have in the past and the committee members agreed that they would do so. Chair Mack stated that the CSB will continue to advocate for items that were not approved in the County budget. The letter will be sent to the full board members for comment and will then be sent to the County Board.

**Discussion: State General Assembly Legislative Issues**

**Review Outline for Successful CSB Advocacy document**

Ms. Shakour distributed the CSB's state and local outline for successful advocacy. The outline indicates that the CSB should begin to focus on their FY15 State recommendations to the General Assembly.

**Review of FY14 General Assembly package**

Ms. Shakour gave an overview of the CSB's FY14 General Assembly Recommendations and the Regional Management Group's (RMG) FY15 regional priorities (*Refer to Handouts*). She noted that the State has not yet adopted a budget. The Senate and the House have approved budget amendments within each of their own chambers but have not agreed to a collaborative State budget. The committee discussed the recommendations and compared them to the RMG's current regional priorities in an effort to begin the process of compiling their FY15 General Assembly recommendations. Ms. Shakour stated that the VACSB has requested that the local CSB's submit their FY15 recommendations by May 16<sup>th</sup>. She also noted that the County Board Office typically requests the CSB's state recommendations in June or July of each year.

- Crisis Intervention and Stabilization Program for Older Adults (FY14 recommendation) – the committee agreed to not include this item in their FY15 recommendations.

- Expand Regional Adult Facilities Treatment (RAFT) (FY14 recommendation) – the committee agreed to include this item as a place holder in their FY15 State General Assembly recommendations but include it in their regional recommendations to the VACSB.
- Community Placement of Individuals with Intellectual Disabilities and Bridge Funding for Individuals Leaving the Training Centers (FY14 recommendation) - Joanna Barnes, Intellectual and Developmental Disabilities (IDD) Bureau Chief, stated that she attended a VACSB Conference on May 1<sup>st</sup> and May 2<sup>nd</sup>. She also attended the Developmental Services Council meeting to discuss three possible sources of funding that may become available once the State approves a budget; 1) Bridge funding – the funding is specific to each individual, 2) Bond funding – the funding has limited flexibility and considerable restrictions, 3) Trust Fund – the fund carries the most potential to be helpful to the CSB. It is one time funding but may carry restrictions depending on the approved State budget. The funding would be used as start-up monies to purchase homes and for home renovations in Northern Virginia. The committee discussed the recommendation. The Committee agreed to include this item in their FY15 recommendations pending the General Assembly’s approval of a State budget.
- Peer Model Substance Abuse Recovery Program (FY14 recommendation) – the committee agreed to include this item in their FY15 recommendations
- Expansion of Medicaid (FY14 recommendation) – the committee agreed to include this item in their FY15 recommendations
- Expand Critical Core Service of Intensive Case Management (FY14 recommendation) – the committee agreed to not include this item in their FY15 recommendations
- Housing Services and Support for Individuals with Serious Mental Illness (SMI) (FY14 recommendation) – this item is included in the VACSB regional recommendations. The committee agreed to include this item in their FY15 recommendations
- Discharge Assistance Planning (DAP) (FY14 recommendation) – the committee agreed to include this item in their FY15 recommendations. Ms. Shakour will obtain an update on the number of individuals currently on the Extraordinary Barriers List (EBL).
- Logisticare (FY14 recommendation) – the committee agreed to not include this item in their FY15 recommendations
- Restrict the Use of Seclusion, Isolation and/or Restraint for children (FY14 recommendation) – the committee agreed to include this item in their FY15 recommendations
- Expand Services for Children and Adolescents (FY14 recommendation) - the committee agreed to include this item in their FY15 recommendations
- Seal/Expunge Children’s and Adolescent’s Juvenile Court Records (FY14 recommendation) - the committee agreed to include this item in their FY15 recommendations

Ms. Shakour will update the General Assembly recommendations for FY15 and present them to the Executive Committee for review. The deadline for submitting the recommendations to the County Board Office is generally June 30<sup>th</sup>.

### **CSB Annual Award Nominations**

Ms. Shakour gave an overview of the staff nominations submitted for this year’s CSB Annual Awards Ceremony. The ceremony will be held one hour prior to the CSB full board meeting on June 18, 2014 beginning at 6:00 p.m. at the Stambaugh Building, 2100 Washington Boulevard, Lower Level Auditorium.

The committee discussed and selected this year’s award recipients:

- Children’s Behavioral Healthcare Team (supervised by Violetta Battle), Child and Family Services Division (CFSD): Team Award

- Amanda Manning, Mental Health Therapist, Team C, Behavioral Healthcare Division (BHD): Staff Recognition Award for Exemplary Clinical Service
- Jonathan Biggs, Mental Health Worker, Clarendon House, BHD: Staff Recognition Award for Exemplary Clinical Service
- Norma Jimenez, Mental Health Therapist, CFSD: Staff Recognition Award for Exemplary Clinical Service
- Henry Jefferson, Independence House, Phoenix Houses of the Mid-Atlantic, Program Operator for Arlington County: Community Partner Award (staff nominated)
- Charles Phillips, Information Technology, Operations Support Team (OST), BHD: Staff Recognition Award for Exemplary Technology Information Support
- Maria Toole, Health Information Supervisor, OST, BHD: Staff Recognition Award for Exemplary Technology Leadership
- Beth Hill, Administrative Assistant, Psychiatric Services, BHD: Staff Recognition Award for Exemplary Administrative Support
- Margaret Jones, Manager, Parent-Infant Education (PIE) Program, Department of Human Services (DHS): Lifetime Achievement Award
- Cynthia Kemp, Retired Division Chief, BHD and CSB Executive Director: Lifetime Achievement Award
- Mary Ann Bergeron, Retired VACSB Executive Director: in lieu of presenting Ms. Bergeron with an award, the committee agreed that Chair Mack will write a letter of appreciation and recognition of behalf of the CSB

Ms. Shakour will solicit the CSB full board for additional community partner awards. Ms. Mauller passed around a food sign-up sheet to the members.

**Action Item: Approval to seek DBHDS Crisis Intervention Assessment Site Expansion grant**

Ms. Freidman introduced Leslie Weisman, Bureau Chief, Client Services Entry. Ms. Weisman stated that she is seeking the Executive Committee’s approval to apply for the Department of Behavioral Health and Developmental Service’s (DBHDS) FY14/FY15 Assessment Site grant provided through the General Assembly’s 2014 Appropriation Act Funds. The total amount of the request will be \$472,500.

- The grant, if approved, would allow for Emergency Services staff to provide live coverage 24 hours per day, 7 days per week.
- The addition of staff would decrease the amount of overtime and call back pay spent on Emergency Services staff who currently respond from home after hours.
- 24/7 coverage would decrease the wait times for consumers in crisis, their families, law enforcement and others involved in their care.

The Executive Committee approved the request. The request will be brought before the CSB Full Board for approval at the May 21<sup>st</sup> full board meeting.

**Brief Updates/Information**

- Chair Mack announced that two CSB members have terms ending in June; Jenette O’Keefe (9 years) and Keith Whyte (3 years). He noted that Ms. O’Keefe will remain an active member on the Substance Abuse Committee. He commended Ms. O’Keefe on her many years of advocacy. Mr. Mack stated that Mr. Whyte has served one term. He noted that he has spoken to Mr. Whyte about renewing his term and is waiting for his decision.

- Ms. Friedman stated that Susanne Eisner, Director, Department of Human Services, is actively recruiting for the position of Division Chief for the Behavioral Healthcare Division / Executive Director of the CSB. She noted that the County has acquired the services of an executive recruitment firm experienced in recruiting CSB executive directors to conduct a national search for the position. An announcement for the position will be forwarded to the Executive Committee once available. The CSB By-Laws state that a representative of the CSB is required to be on the interview panel. Ms. Friedman stated that the CSB can be involved in recruitment for the position.
- Ms. Friedman announced that the Program Reviews are currently being reviewed in the standing committees. The Reviews are due by June 30<sup>th</sup> and will be discussed at the July 7<sup>th</sup> Executive Committee meeting. A sample review was passed around to the committee for review.
- Ms. Friedman stated that a memorandum from the Department of Behavioral Health and Development Services (DBHDS) was sent to all of the CSB Executive Directors in Northern Virginia as well as other jurisdictions requesting support for the Commonwealth of Virginia to apply for Section 811 Project Rental Assistance (PRA) Program funding. If funded, PRA will provide project-based rental for extremely low-income individuals with disabilities. The committee agreed to support the request.
- Ms. Jones opened a discussion about subcommittee members that are not members of the CSB Full Board and who also do not attend other subcommittee meetings. She suggested inviting subcommittee members to attend a full board meeting to better understand the role of the CSB and as a potential strategy to recruit members to the full board. Ms. Jones also suggested that it may be helpful if subcommittee members attend other subcommittee meetings, at times, to better understand each committees' areas of focus. The members discussed options for promoting attendance at the meetings.
- Ms. Deane announced that the Program of Assertive Community Treatment (PACT) is sponsoring a luncheon picnic on Wednesday June 11<sup>th</sup> at the Bluemont Park Picnic Shelter from 11:30 a.m. until 2:00 p.m. The picnic will provide an opportunity for PACT clients and staff to socialize and integrate with other members of the community.

#### **Upcoming Items for CSB Full Board Meeting on May 21, 2014**

- ✓ Chair Mack announced that Brooke Postlewaite, Mental Health Therapist in BHD will receive the May 21<sup>st</sup> staff recognition award.
- ✓ Ms. Shakour announced that Russell Danao-Schroeder, Arlington County Department of Community Planning, Housing and Development, will present an update about the Arlington County Affordable Housing Study.
- ✓ Chair Mack announced that the Administrative Committee will seek approval of the revised CSB policies and procedures at the May 21<sup>st</sup> full board.
- ✓ There will be a Group Home Report presented if necessary.
- ✓ There will be a monthly Financial Report presented if necessary.

- ✓ Chair Mack will ask the members if they would like any updates from the CSB Ad Hoc Initiative Committees.
- ✓ Ms. Hermann will report out on the Mary Marshall Assisted Living Residence (MMALR).

The Arlington County Community Services Board Executive Committee meeting was adjourned by Chair Mack at 8:30 p.m.

Respectfully submitted by Kelly Mauller.