

Arlington County Community Services Board
Executive Committee Meeting
Sequoia Plaza 3
2120 Washington Blvd.
Room 112

April 11, 2016

Present: James Mack, Carol Skelly, Wayne Bert, Judy Deane, Barbara Jones, Joanne Del Toro, Asha Patton-Smith, Shauna Alonge

Staff: Beth Tschopp, Kelly Mauller

The April 11, 2016 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 Sequoia III Building, 2120 Washington Boulevard, Room 112, Arlington, Virginia 22204.

Approval of the DRAFT March 14, 2016 Executive Committee Minutes

Chair Mack called for a motion to approve the March 14, 2016 ACCSB Executive Committee meeting minutes. Ms. Deane motioned to approve the minutes, Mr. Bert seconded the motion, and the minutes were approved with no corrections.

Debriefing: FY16 CSB Local Budget Priorities Meetings with County Board Members and the Public Budget Hearing

Chair Mack opened a discussion about the CSB meetings with the County Board members. The members discussed the meetings.

The meetings were held on the following dates:

- Thursday March 24th
 - Libby Garvey and Christian Dorsey from 4:00 p.m. – 5:00 p.m.
 - Jay Fiset and Katie Cristol from 3:00 p.m. – 4:00 p.m.

- Friday March 25th
 - John Vihstadt from 11:00 a.m. – 12:00 p.m.

The CSB recommendations, in priority order, for the FY17 Arlington County Budget are as follows:

1. **Behavioral Healthcare Services - Human Services Peer Specialists**
 - 1FTE Human Services Peer Specialist position in Emergency Services
 - 1FTE Human Services Peer Specialist position in Clarendon House
 - 1FTE Human Services Peer Specialist position in Substance Abuse Services
 - 1FTE Human Services Peer Specialist for Young Adults

2. **Primary/Behavioral Healthcare Initiative with Neighborhood Health:** Arlington CSB support of funding contracted service for both physicians and general nurse practitioners to continue seeing clients in Arlington County facilities.

3. **Developmental Disability Services:** Arlington CSB Support of DBHDS recommendation to the General Assembly:

DD Waiver restructure per the Department of Justice Settlement Agreement.

The members that presented testimony are:

March 24th

- Ms. Deane
- Ms. Skelly
- Mr. Nagurka
- Mr. Mack
- Ms. Gosling

March 25th

- Ms. Deane
- Ms. Jones
- Mr. Mack
- Ms. Gosling

CSB Annual Awards Ceremony

Chair Mack reminded the members that the CSB Annual Awards Ceremony will be held one hour prior to the CSB June 22nd Full Board meeting from 6:00 p.m. to 7:00 p.m. in the Sequoia Plaza, 2100 Washington Boulevard, lower level auditorium. The due date for submission of nominations was April 8, 2016. The members reviewed and discussed the nominations. The nominations will be brought before the CSB full board for final approval at the April 20th meeting.

Discussion: Incident Reporting Categories

Chair Mack opened a discussion about the summary of incident reporting to DBHDS (*Refer to Handout*) that was presented by Jan Longman, Compliance Officer, at the March CSB full board meeting.

The following are the current categories that are recorded in the report to DBHDS:

- Deaths – expected and sentinel
- Suicide attempts
- Injuries or medical emergencies (the members agreed to add the word “serious” to this category)
- Alleged abuse, neglect, discrimination or exploitation
- Complaints (the members agreed to add the word “serious” to this category)
- Privacy violations (the members agreed to add the word “serious” to this category)

The members discussed the current categories and discussed whether or not to add any categories. The members concluded that the additional categories that were discussed fall within the parameters of the current categories.

Ms. Tschopp distributed an example of Prince William County’s CSB roles and responsibilities guidelines for the members to review. She stated that the members should decide when they would like to schedule their next staff/CSB communications meeting to discuss the roles and responsibilities of the CSB. The members briefly discussed the example guideline and concluded that the Arlington CSB should base their roles and responsibilities off of the foundation of their own By-laws and Memorandum of Understanding (MOU). The members agreed that the CSB should have an understanding of its roles and responsibilities prior to meeting with the DHS Leadership Team staff.

Ms. Mauller will arrange a meeting between Organizational Development Specialists Susan Barrett and Angela Churchill, and the CSB members. A meeting with DHS Leadership team staff will be scheduled after the CSB meets with Ms. Barrett and Ms. Churchill.

Brief Updates/Information

- Ms. Deane asked why the Peer Recovery Center is only open 3 days per week. Ms. Tschopp responding that the Center does not receive enough funding to expand its hours.
- Ms. Deane asked why there is a lengthy amount of time from the point an individual contacts Intake and that an individual receives a call back. Ms. Tschopp responded that BHD is working to decrease the amount of time between contacting Intake and an individual receiving a return call.
- Ms. Deane reported that the Mental Health Committee is discussing implementing an orientation procedure for new committee members.
- Ms. Deane asked if it would be appropriate to invite staff members to the Mental Health Committee to present items that they would like the committee to advocate for. The members agreed to include this question as an agenda item for the May Executive Committee meeting.
- Ms. Tschopp announced that Joel Rothenstein, Office of Support Services, DBHDS, will present about CSB roles and responsibilities at the May 18th CSB full board meeting.
- Chair Mack reported that he attended the 3rd Annual Crisis Intervention Team Awards Ceremony on April 7th at Virginia Hospital Center (VHC). A meet and greet with elected and appointed officials was held prior to the ceremony.

Upcoming Items for CSB Full Board Meeting on April 20, 2016

- ✓ Chau Nguyen, Mental Health Therapist, Team B and Sam Gaines and Frank Abate, Mental Health Jail Services (both retiring) were nominated to receive the April 20th CSB Staff Recognition Award.
- ✓ Ms. Tschopp will provided a Monthly Financial Report, if necessary.
- ✓ Ms. Tschopp will provide a Group Home report, if necessary.
- ✓ Chair Mack will ask if there are any updates from CSB Ad Hoc Initiative Committees.

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

Respectfully submitted by Kelly Mauller.