

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

July 11, 2016

Present: Judy Deane, Wayne Bert

Attended via Telephone – Anne Hermann, Shauna Alonge

Absent: Carol Skelly, Asha Patton-Smith, Joanne Del Torro

Staff: John Palmieri, Oliver Russell, Kelly Mauller

The July 11, 2016 Arlington County Community Services Board (ACCSB) Executive Committee meeting was convened by Acting ACCSB Executive Committee Chair Judy Deane 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 June 13, 2016 Executive Committee Minutes

A physical quorum was not reached to be able to approve the draft June 13, 2016 CSB Executive Committee minutes. The minutes will be brought before the Executive Committee for approval at the September 12th meeting.

Discussion: Administrative Committee

Ms. Deane opened a discussion about reinstating the CSB Administrative Committee. Ms. Skelly is currently reviewing the CSB's Memorandum of Agreement with the County Board Office in an effort to assist in determining what the role of the Administrative Committee should be.

According to the current CSB By-laws, the committee sets the budget schedule for state and local budget recommendations, makes recommendations about the fee scale, reviews CSB policies and procedures to ensure they are in compliance with DBHDS and reviews the Performance Contract.

Mr. Alfaro commented that at a past CSB meeting, the committee discussed how the committee would be structured. The Committee agreed that the CSB should continue to work towards developing the role of the Administrative Committee.

County Fair: Advisory Commissions Space Available

Mr. Russell announced that, as part of the Civic Engagement section for Arlington County, space will be available for Advisory Commissions during the Arlington County Fair from Friday August 19th to Sunday August 21st to use as an opportunity to talk about Commissions with fellow Arlingtonians. Ms. Deane added that it would be a good tool for the CSB for membership recruitment.

Commissions are invited to sign up for a 2 hour shift to display/discuss what the Commission does and/or to seek input from the Community. The sign up deadline is July 15th. Ms. Mauller will email the information to the CSB full board for any interested parties. The following hours are available:

- Friday August 19th, 4:00 p.m. to 10:00 p.m.
- Saturday August 20th, 10:00 a.m. to 9:00 p.m.
- Sunday August 21st, 11:00 a.m. to 7:00 p.m.

Upcoming VACSB Conferences

Mr. Russell announced that the VACSB is holding its annual Public Policy Conference from October 5th to October 7th, 2015 in Charlottesville, Virginia at the Charlottesville Doubletree Hotel. The conference features Virginia and National public policy issues through panels and presentations. Members wishing to attend the conference should contact Mr. Russell. Ms. Mauller will email the information to the full board members to see if anyone is interested in attending.

Annual Retreat Date/Topics of Discussion

The committee discussed tentative dates for the annual retreat. The committee will bring the proposed dates before the full board members at the July 20th meeting. The full board members will also discuss topics for the retreat at that time.

Ms. Deane suggested holding an Executive Committee meeting in August. Per the CSB meeting schedule the members had agreed to not hold an Executive Committee or full board meeting in August. An August Executive Committee meeting will be scheduled pending CSB and staff availability.

Discussion: Recruiting New Board Members

Acting Chair, Ms. Deane announced that soon there will be 3 vacancies on the CSB full board. Ms. Hermann stated that a potential candidate has applied to become a member through the County Board website. Ms. Mauller will schedule a meeting in early August for Ms. Hermann, Ollie Russell, Assistant BHC Division Chief, and Interim CSB Executive Director, Anita Friedman to meet with the potential candidate.

Mr. Palmieri stated that he spoke with Wellness and Recovery Manager Lizabeth Schuch about the possibility of recruiting a member of the Consumer Advisory Counsel. He noted that Ms. Schuch expressed an interest in speaking with the CSB about the role of a CSB member.

Update: Incident Reporting

Mr. Russell provided a brief update about BHD's progress in redeveloping how incidents in the Group Homes are reported. He stated that training, clinical issues, communication needs, interactions with community partners and improved response processes are a few of the areas that are being reviewed. Ms. Deane suggested discussing the incident reporting process further at the, to-be-determined date, of the August Executive Committee meeting.

Mr. Russell noted that he is in the process of developing an improved process for reporting Sentinel Events.

Ms. Alonge commented that there is a need for a more uniform understanding about what constitutes an incident to be reported.

Brief Updates/Information

- ✓ Mr. Russell announced that Joe Bullock, Substance Abuse Bureau Chief, is resigning his position as of July 22nd.
- ✓ Ms. Deane asked if the County Board Office sent a letter to the CSB regarding the State's budget priorities. Ms. Mauller responded that since the State follows a biennial budget timeline (FY16 - FY18), the CSB would not make new recommendations. She added that the last update from the

VACSB with amendments in regard to behavioral health topics was received in April of this year. The members discussed the need for more psychiatric beds at the State hospitals.

Ms. Hermann stated that she will reach out to CSB Legislative Liaison Patricia Carroll for clarification and guidance on how the CSB should proceed regarding State and local budget processes. The deadline for the CSB to submit comments to the County Board Office regarding State legislation is July 15th. Ms. Hermann will ask Ms. Carroll if it is possible to extend this deadline.

- ✓ Ms. Deane stated that suggestions for the FY16 CSB Annual Report will be discussed at the July 20th full board meeting. Suggestions for articles are due to Ms. Mauller by July 27th.
- ✓ Ms. Deane announced that the 7th annual consumer Art Show will be held July 15, 2016 from 11:00 a.m. to 2:00 p.m. at Sequoia III, 2120 Washington Boulevard on the 4th floor. Artists will be selling their work at prices ranging from \$2.00 to \$200. Cash is the preferred method of payment.

Upcoming Items for CSB Full Board Meeting on July 22, 2015

- ✓ Shanee Daley, Mental Health Therapist, Behavioral Healthcare Division, Client Services Entry, was nominated to receive the July 20, 2016 CSB staff recognition award.
- ✓ Rudbel Alfaro will attend the July 20, 2016 CSB full board meeting to discuss the reinstatement of the Administrative Committee.
- ✓ Rudbel Alfaro will present about the CSB State Performance Contract.
- ✓ The members will discuss topics of discussion and a date for the CSB Annual Retreat.
- ✓ Mr. Russell will provide a Group Home Report, if necessary.
- ✓ Wayne Bert, CSB member, will report out about the Friends of Job Avenue Committee.
- ✓ Wayne Bert, CSB member, will report out about the Mental Health Criminal Justice Review Committee (MHCJRC).
- ✓ Ms. Deane will report out about the Mental Health Group Homes Committee.
- ✓ Ms. Deane will report out about the Young Adults Advisory Committee.
- ✓ Ms. Hermann will ask the members if they would like any updates about CSB Ad Hoc Initiative Committees.

The Arlington County Community Services Board Executive Committee meeting was adjourned by Actin Chair Deane at 7:30 p.m.

Respectfully submitted by Kelly Mauller.