

## **CSB Fiscal Oversight Committee Meeting**

**Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA  
ROOM 3-314, West**

**July 15, 2021, 4:00 p.m.**

**Dial by your location to access live audio of the meeting:**

+1 301 715 8592 US (Washington DC)

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+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

**Meeting ID: [982 6008 2531](#) • Passcode: 622318**

### ***MEETING AGENDA***

1. Meeting Called to Order Jennifer Adeli
2. Matters of the Public Jennifer Adeli
3. Amendments to the Meeting Agenda Jennifer Adeli
4. Review of June 17, 2021, Meeting Minutes Jennifer Adeli
5. Administrative Operations Report Daniel Herr
  - A. Position Status
6. Clinical Operations Report Lyn Tomlinson
  - A. Client Data Reports and Time to Treatment
7. Financial Status Jessica Burris
  - A. FX-FC CSB Expenditures-Budget vs. Actuals
  - B. Modified Fund Statement
  - C. Variable Revenue Report
8. FY 2021 End of Year Report Jennifer Adeli
9. Open Discussion
10. Adjourn

# CSB Fiscal Oversight Committee Meeting Minutes

June 17, 2021

The Fiscal Oversight Committee of the Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA.

## Members in Attendance:

**In-Person:** Karen Abraham; Captain Derek DeGeare; Andrew Scalise; and Sandra Slappey Brown

**Remote:** Chair, Jennifer Adeli (Bethany Beach); Bettina Lawton (Vienna)

## Members Absent: Daniel Sherrange

**Staff:** Daryl Washington, Lyn Tomlinson, Daniel Herr, Linda Mount, and Jessica Burris

### 1. Meeting called to order.

The meeting was called to order at 4:04 p.m.

### 2. Matters of the Public.

None were presented.

### 3. Amendments to the meeting agenda

Noting no recommendations were forthcoming, Bettina Lawton offered a motion to accept the meeting agenda as presented that was seconded by Captain Derek DeGeare and unanimously approved.

### 4. Review of meeting minutes

The April 15, 2021, meeting minutes were offered for review. Sandra Slappey Brown made a motion to approve the minutes as presented, which was seconded Captain Derek DeGeare and unanimously approved.

### 5. Administrative Operations Report

Daniel Herr provided updates to recent activities including:

- The triennial licensing review for Merrifield and the Wellness Circle were completed with no findings or citations.
- In line with the loosening of COVID restrictions across the nation, County Executive Bryan Hill issued a new Fairfax County telework policy that goes into effect September 7, 2021. The policy permits staff to telework for up to 60% of their assigned work week. A plan to return CSB staff to work sites with a 'phased in' approach is in development.
- The COVID update included a report of four individuals who tested positive in May, bringing the total to 372.
- A review of DMAS /DBHDS (Department of Medical Assistance/Department of Behavioral Health and Developmental Services) regulation changes revealed approximately 34 changes impacting the CSB. Efforts are underway to prepare for the implementation date of July 1, 2021, CSB Board including transition of the PACT (Program for Assertive Community Treatment) to ACT (Assertive Community

# CSB Fiscal Oversight Committee Meeting Minutes

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Treatment) program and ensuring staff providing services to veteran's, service members, and their families have received specialized training.

- The Community Services Performance Contract (CSPC) has been delayed from the anticipated delivery date of June 1, 2021. A reminder was offered that the CSPC must be posted for public comment for 30 days presenting a challenge for submitting the CSPC to the Board of Supervisors prior to their August break. If needed, the CSB Board will be asked to approve posting of the CSPC when received.
- The CSB will be getting a total of approximately 10 new FT and PT regional positions related to STEP-VA (System Transformation Excellent and Performance)
- CSB staff met with Department of Human Resources (DHR) and Department of Management and Budget (DMB) staff in the first of two annual workforce planning meetings. Requests included reclassification of some positions in response to DMAS and DBHDS regulatory changes. Robust discussion ensued, following which it was reported that an update is anticipated for the July Fiscal Committee meeting.
- Providing an update to recruitment and retention efforts included:
  - the employee exit surveys sent HSD (Health Services Development) Metrics are being received. Training for review of the data has been scheduled.
  - The survey for new hires has been sent and the survey for current 'stay' employees is in development and is anticipated to be finalized by the end of July or early August.

Mr. Herr provided the HR Update directing attention to the vacancies in critical areas chart, highlighting the reduction in vacancies from 114 to 111 since the last reporting period. Recognizing that some vacancies are more impactful than others based on service area and total staffing Mr. Herr reported ongoing efforts include generic job ads to broaden the candidate pool to fill multiple vacancies and consideration of virtual interviewing.

Members requested feedback on the various recruitment and retention efforts at the July Fiscal Committee meeting.

## 6. Clinical Operations Report

Lyn Tomlinson provided an overview of the Clinical Operations Reports included in the meeting materials noting the changes in the data.

- It was reported that staff has resumed efforts to follow up with non-responsive clients to limit the waitlist numbers.
- Noting the slight increase in youth outpatient time to treatment, it was confirmed that staff are focused on eliminating monitoring lists.
- It was reported that staff is focused on a front door redesign that will improve efficiency for walk-in clients that is anticipated to be implemented in September.

## 7. Financial Status

Jessica Burris provided an overview of the financial reports, including the following:

### A. *Modified Fund Statement*

# CSB Fiscal Oversight Committee Meeting Minutes

June 17, 2021

- The variable revenue forecast was reduced by approximately \$1M, noting anticipation of ending the year above budget. Residential billing efforts continue, offering a reminder this is a relatively new billing procedure.
- The Operating Budget has a shortfall of approximately \$1.3M due to the one-time bonuses for Merit staff paid out in May.
- Operating expenditures for April increased more than anticipated by approximately \$2M reporting efforts to include 2021 expenditures prior to the end of the fiscal year.
- Non-county revenue has a shortfall of approximately \$5M partially attributed to outstanding residential revenue that is expected to be received by end of the fiscal year.
- Noting the end of the fiscal year is six weeks away, planning efforts include:
  - Contacting CSB Service Directors to request one-time expenditure proposals.
  - Planning for FY 2021 carryover requests that are due in early July.
  - Requests for the unspent year-end balance may include grant budget updates, encumbered carryover items from prior years, and open purchase orders, etc.
  - The ending balance is projected to be approximately \$22M. It was clarified that the efforts to address the balance are based on a three-year timeline and include:
    - Finalization of contracting for Detox Purchase of Service beds estimated at \$500K/annually, a total of approximately \$1.5M.
    - Enhanced engagement efforts at just under a total of \$1M.
    - Establishment of an ACT team for approximately \$1M annually. It was noted that revenue for this service is a new billing resource and is anticipated to be fully established by year three.
    - Request use of the electronic health record (EHR) reserve of approximately \$3M in FY2022 to implement a new EHR.

## B. *Variable Revenue Report*

- Variable revenue exceeded the monthly and annual targets in May.

## C. *Program Budget vs. Actuals – Expenditures and Unrestricted*

- Offering a reminder that the new reports were developed in response to a committee member request, it was clarified that the reports offer detailed expense data for both Fund 400 and 500. Charts included in the materials provided an alternate illustration of the data. It was confirmed that this report will be regularly submitted to the committee and can be further refined to include more specific data upon request.

Members provided positive feedback to the reports, asking if it may be possible to increase the size for ease of reading.

Daniel Herr, reporting a meeting scheduled with DMB the following week noted that planning for the meeting included review of carryover fund requests, identification of the largest and

# CSB Fiscal Oversight Committee Meeting Minutes

June 17, 2021

most pressing financial gaps, and consideration of one-time funding expenses. One-time fund requests under consideration includes increased efforts related to the opioid epidemic.

8. Human Resources (HR) Update

This report was provided in the Administrative Operations Report.

9. FY 2021 End of Year Report

Jennifer Adeli and Bettina Lawton provided an overview of the process for the Fiscal Oversight Committee to develop the End of Year Report. Members were encouraged to review last year's report provided in the meeting materials. The timeline includes committee review of the draft Report in July with approval of the Report by the full CSB Board in August. Once finalized, the report is provided to the Fairfax County Board of Supervisors and the Mayors of the cities of Fairfax and Falls Church. CSB staff Linda Mount, Elizabeth McCartney, and Lisa Flowers assist in development.

10. Human Resources (HR) Update

This report was provided in the Administrative Operations Report.

There being no further business to come before the Fiscal Oversight Committee, the meeting was adjourned at 5:27 p.m.

**Action Items/Responsible Party Required Prior to Next Meeting:**

Increase size of new Program Budget vs. Actuals spreadsheets for ease of reading.

CSB Board Clerk, Erin Bloom, to reach out to CSB Board Chair Garrett McGuire for feedback related to timeline and content for development of FY20210 End of Year Report.

**Issues to Communicate to CSB Board:**

**Agenda Items for Next Meeting:**

Next Scheduled Fiscal Oversight Committee meeting

**Thursday, July 15, 4:00 p.m.**

**Merrifield Center, 8221 Willow Oaks Corporate Drive, Fairfax, VA**

**Room 3-314, West**

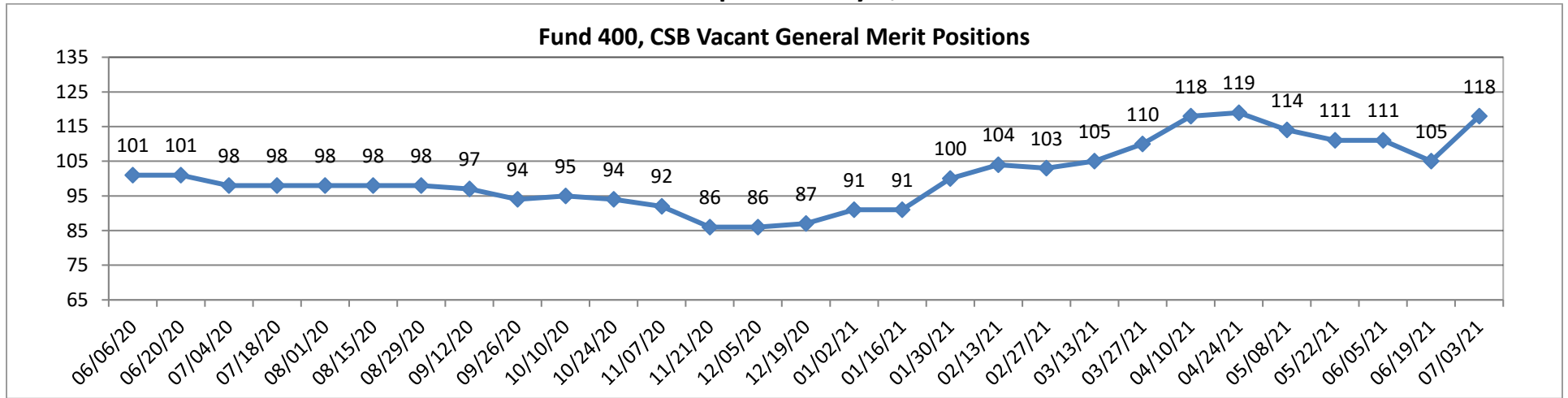
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Date Approved

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Clerk to the Board

**Fiscal Oversight Committee  
CSB HR Update – July 6, 2021**



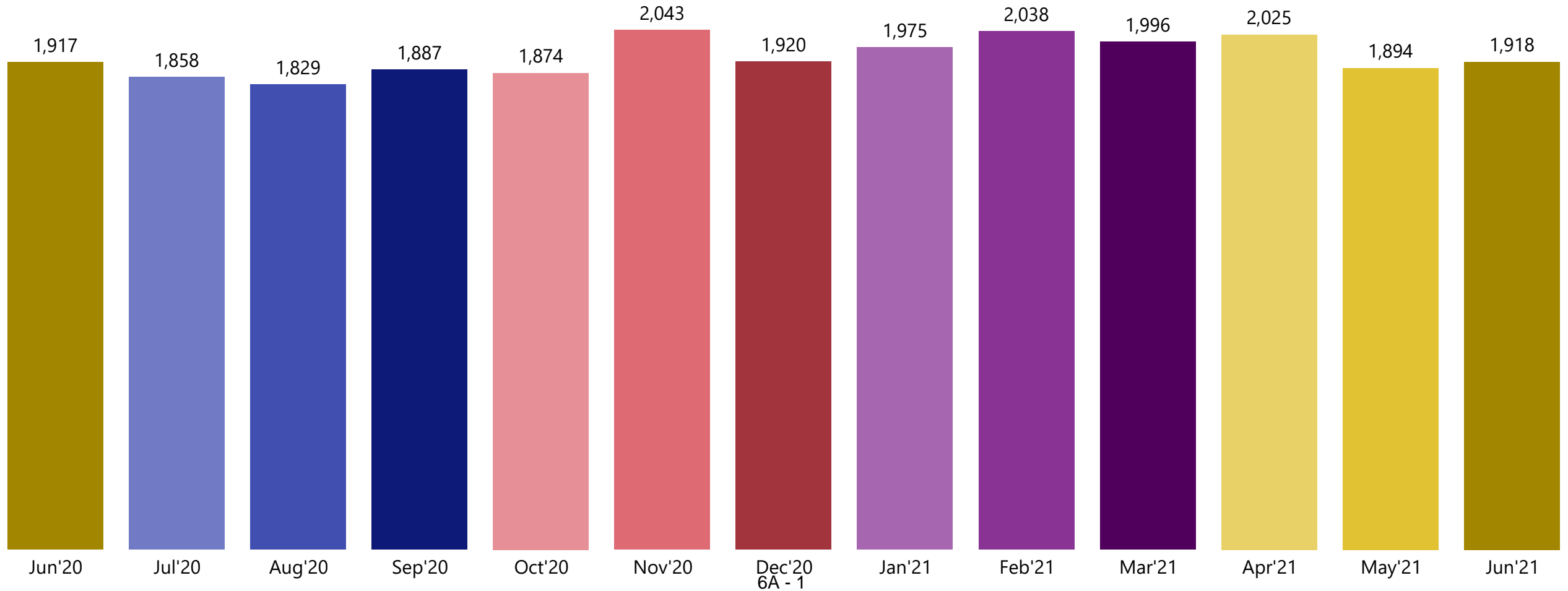
**FY22: 15 full-time positions will be added; increase at 7/3/21 reflects 4 of these positions; the remaining 11 are still in process.**

**Vacancies in critical areas\*** \*includes all merit positions (all funds - regular and grant)

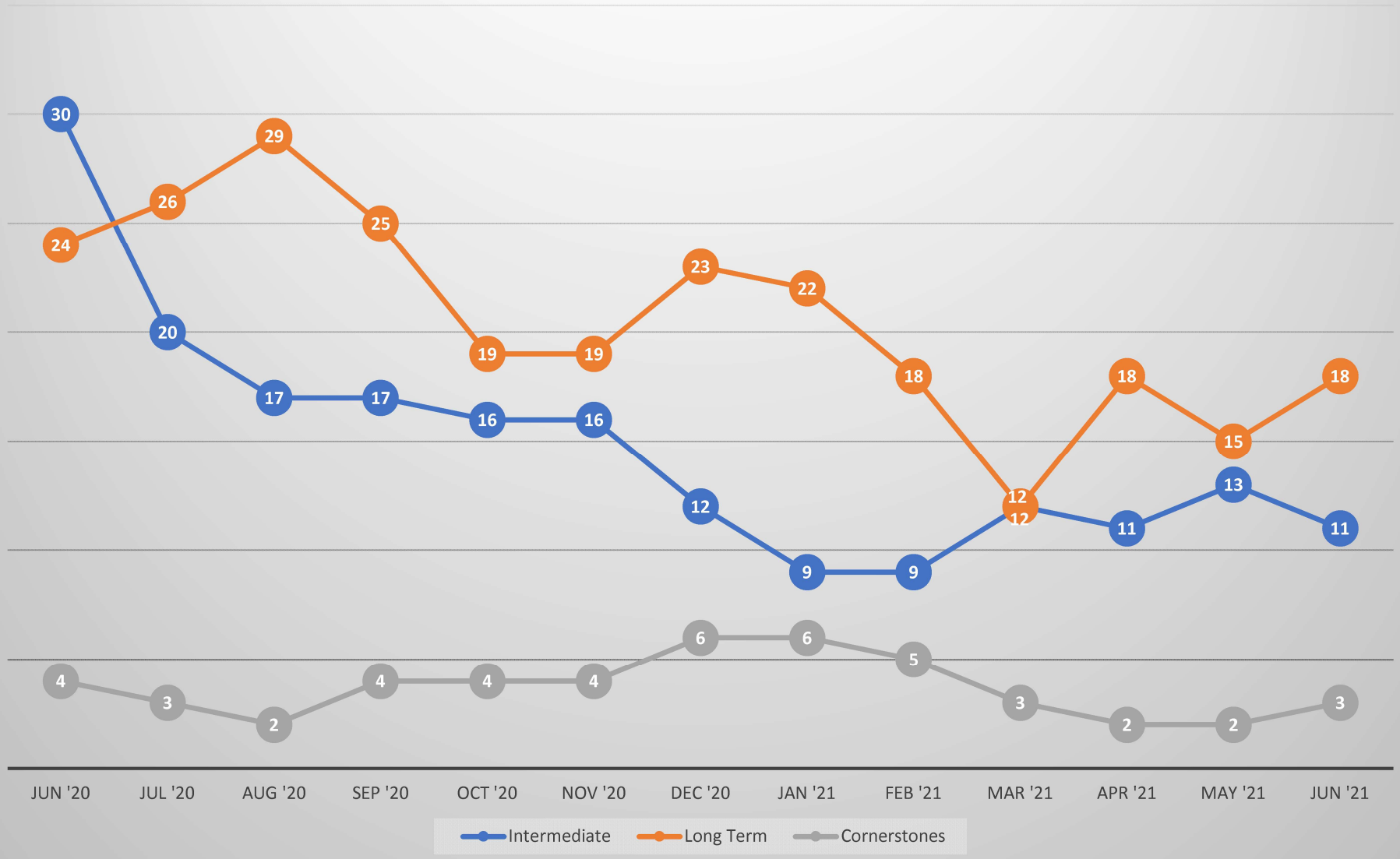
Service area / program	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		July	
<b>Emergency Svcs/MCU</b>	3	3	3	3	2	2	3	4.5	3.5	3.5	1	1	1 CIS	0	
<b>Behavioral Health – Outpatient Svcs</b>	16	14	13	11	7	7	6	10	11	11	12	8	4 BHS II 3 LPN 1 BHN Clin/Case Mgr.	11	6 BHS II 2 BH Sr. Clin 3 LPN
<b>Youth &amp; Family – Outpatient Svcs</b>	6	4	3	4	4	4	7	8	9	9	9	6	4 BH Sr. Clin 1 BHS II 1 BH Mgr.	5	3 BH Sr. Clin 1 BHS II 1 BH Mgr.
<b>Support Coordination</b>	11	11	10	8	8	8	8	8	10	12	12	10	13 DDS II	15	13 DDS II 2 DDS III
<b>ADC/ Jail Diversion</b>	6	7	9	9	8	7	9	7	7	9	10	10	9 BHS II 1 BH Mgr.	10	9 BHS II 1 BH Mgr.

# Agency Wide - Average Clients Served per Day

Excludes Emergency, Residential, and Employment & Day

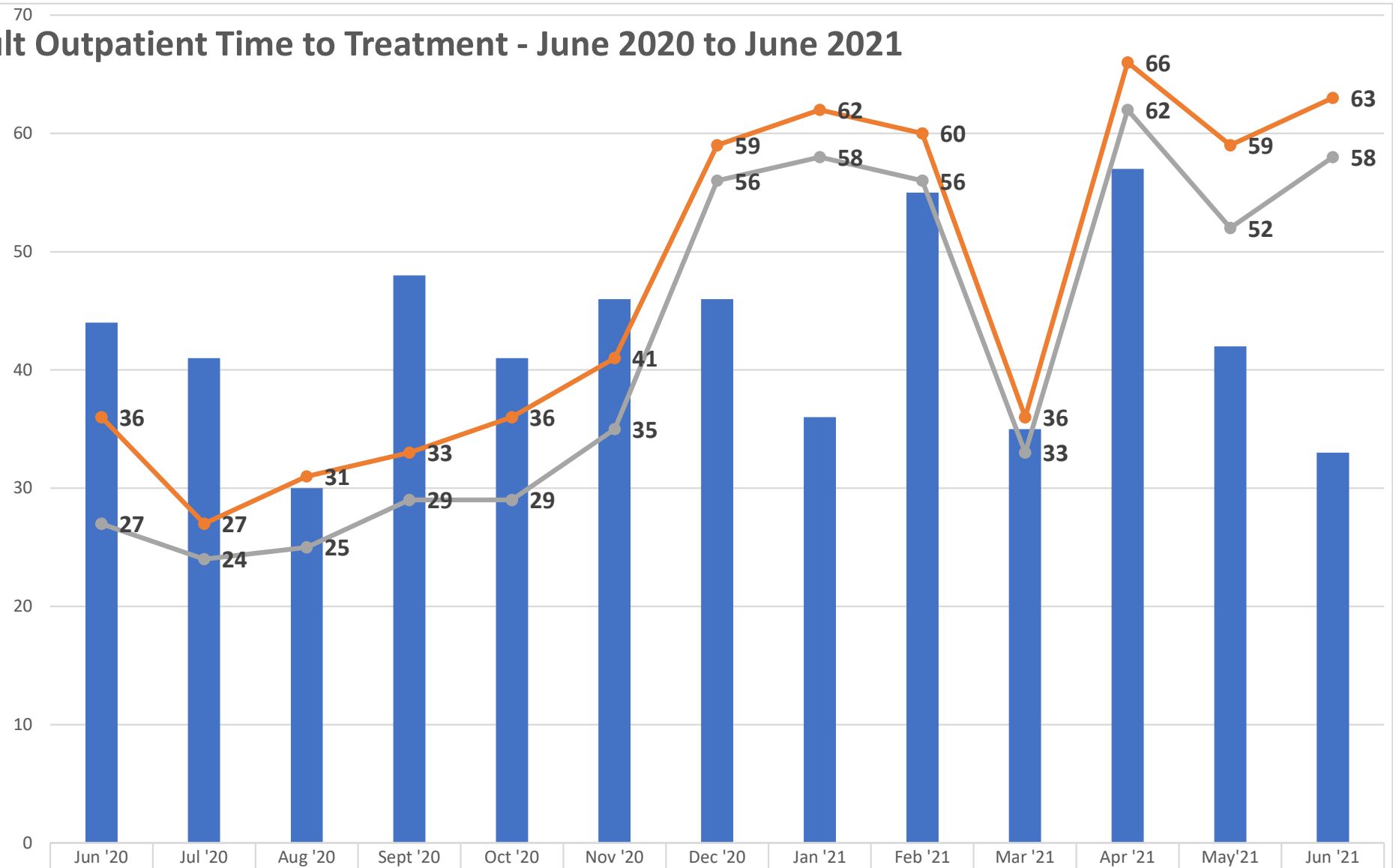


## SUD Residential Waiting List Individuals Waiting by Program Type June 2020 - June 2021



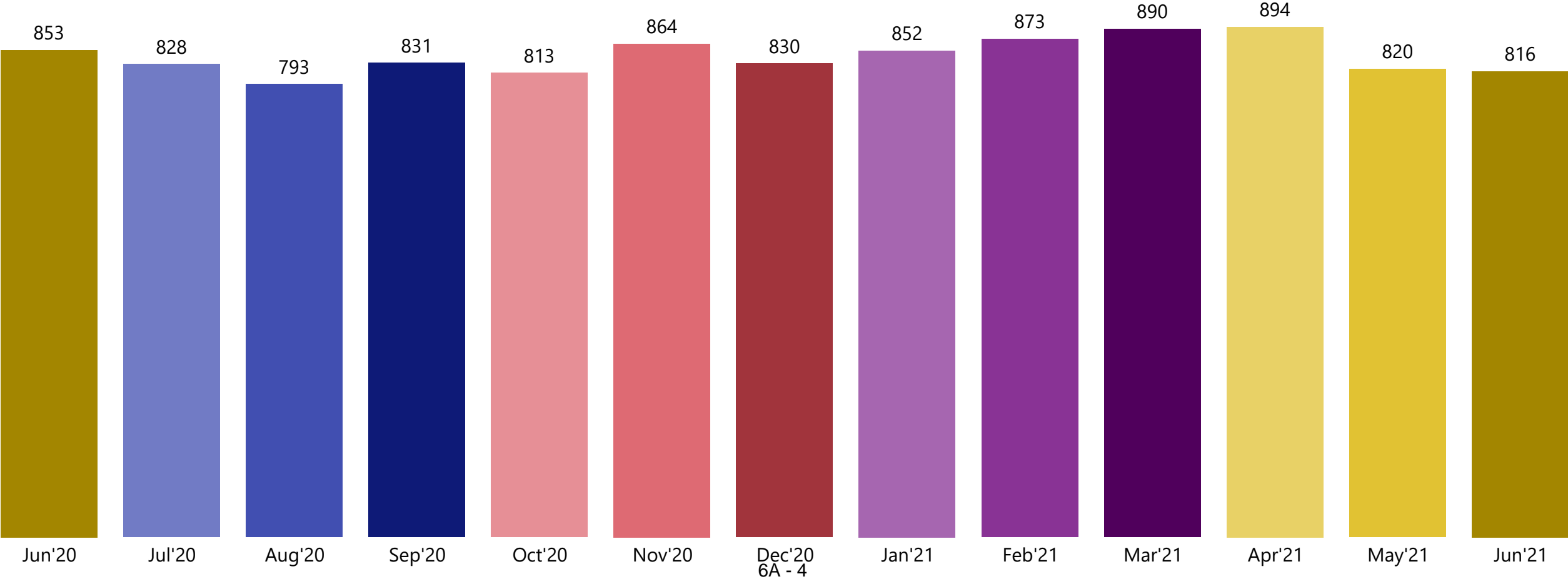


## Adult Outpatient Time to Treatment - June 2020 to June 2021

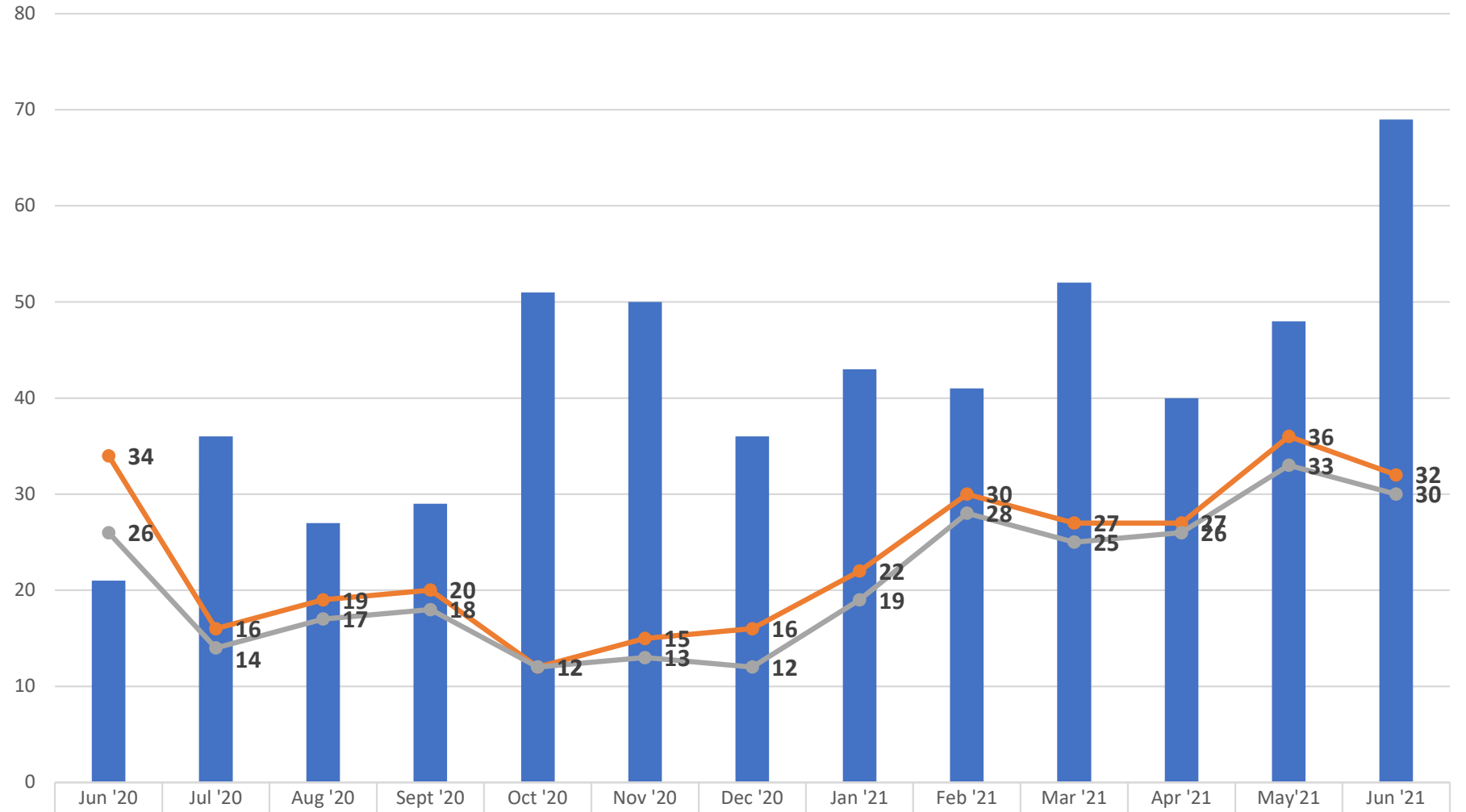


<span style="color: blue;">■</span> # Adults Who Attended 1st Treatment Appt	44	41	30	48	41	46	46	36	55	35	57	42	33
<span style="color: orange;">—●—</span> Average # Days from Assessment to Treatment	36	27	31	33	36	41	59	62	60	36	66	59	63
<span style="color: grey;">—●—</span> Average # Days from Assessment to 1st Available / Accepted Appt*	27	24	25	29	29	35	56	58	56	33	62	52	58

# Adult BH Outpatient - Average Clients Served per Day

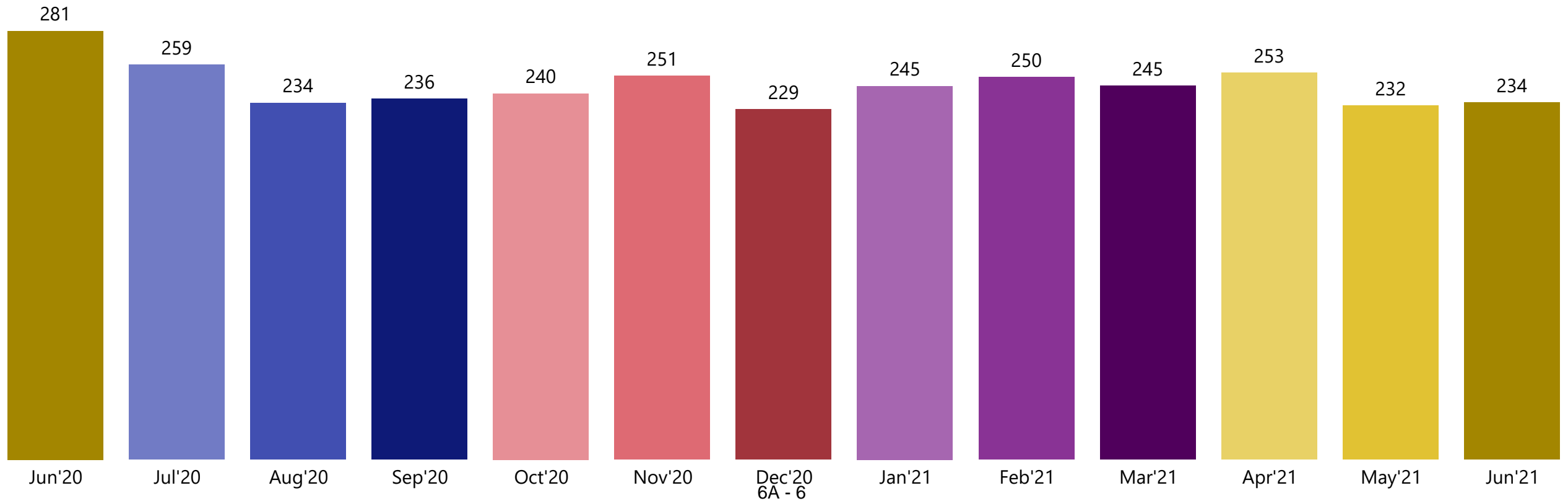


## Youth Outpatient Time to Treatment - June 2020 to June 2021

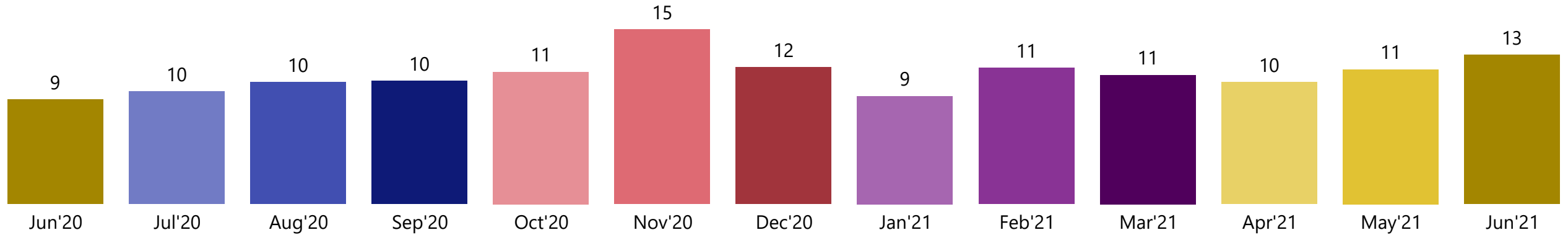


# Youth Who Attended 1st Treatment Appt	21	36	27	29	51	50	36	43	41	52	40	48	69
Average # Days from Assessment to Treatment	34	16	19	20	12	15	16	22	30	27	27	36	32
Average # Days from Assessment to 1st Available / Accepted Appt*	26	14	17	18	12	13	12	19	28	25	26	33	30

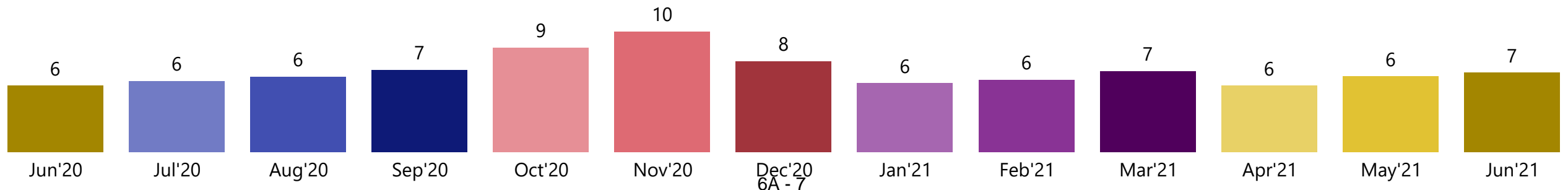
# Youth BH Outpatient - Average Clients Served per Day



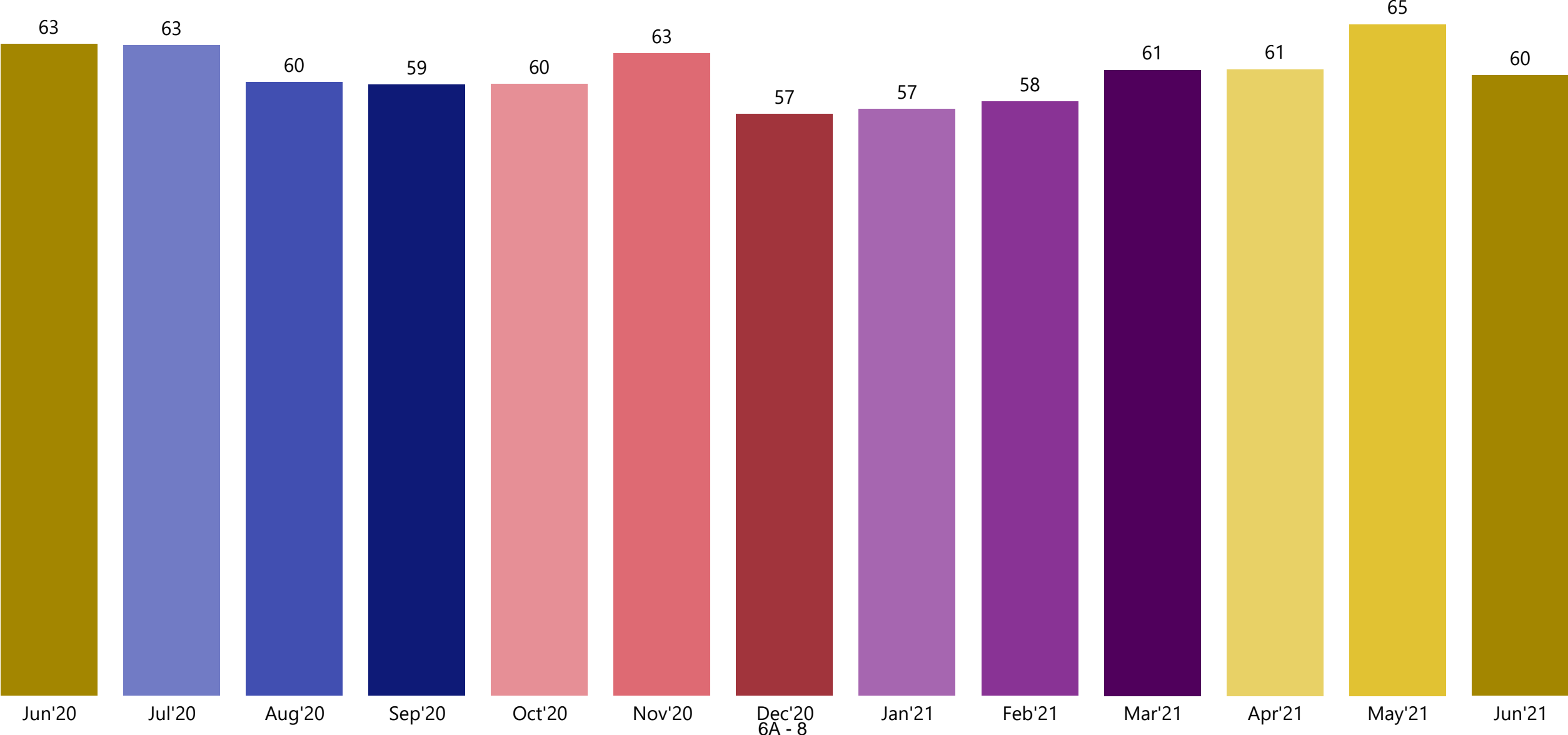
## Entry & Referral - Average Clients Screened per Day



## Entry & Referral - Average Clients Assessed per Day



# Emergency - Average Clients Served per Day



Fairfax-Falls Church Community Services Board  
Expenditures  
Program Budget vs. Actuals  
June FY21 YTD

SERVICE/PROGRAM AREA	FUND 400-C40040			FUND 500-C50000			TOTAL		
	(UNRESTRICTED FEDERAL, LOCAL AND STATE)			(RESTRICTED FEDERAL, STATE AND OTHER)			(UNRESTRICTED, RESTRICTED FEDERAL, STATE AND OTHER)		
	Budget	Actuals	Variance	Budget	Actuals	Variance	Budget	Actuals	Variance
<b>G761501 - CSB Office of the Deputy Director - Clinical</b>									
G761001004 - Consumer & Family Affairs	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -
G761001008 - Medical Services	\$ -	\$ 4,441	\$ (4,441)				\$ -	\$ 4,441	\$ (4,441)
G761501002 - Consumer & Family Affairs	\$ 1,999,382	\$ 1,227,698	\$ 771,684	\$ 728,585	\$ 734,380	\$ (5,795)	\$ 2,727,967	\$ 1,962,078	\$ 765,889
G761501003 - Medical Services	\$ 14,704,180	\$ 12,765,135	\$ 1,939,045	\$ 130,000	\$ -	\$ 130,000	\$ 14,834,180	\$ 12,765,135	\$ 2,069,045
G761501004 - Opioid Task Force	\$ 4,397,254	\$ 2,619,875	\$ 1,777,380				\$ 4,397,254	\$ 2,619,875	\$ 1,777,380
<b>G761501 - CSB Office of the Deputy Director - Clinical Total</b>	<b>\$ 21,100,816</b>	<b>\$ 16,617,148</b>	<b>\$ 4,483,668</b>	<b>\$ 858,585</b>	<b>\$ 734,380</b>	<b>\$ 124,205</b>	<b>\$ 21,959,401</b>	<b>\$ 17,351,528</b>	<b>\$ 4,607,872</b>
<b>G762001 - Engagement Asmt &amp; Referral Services</b>									
G761001011 - Wellness Health Promotion Prevention	\$ -	\$ 59,211	\$ (59,211)				\$ -	\$ 59,211	\$ (59,211)
G762001001 - EAR Program Management	\$ 402,097	\$ 315,131	\$ 86,966	\$ 10,000	\$ 9,357	\$ 643	\$ 412,097	\$ 324,488	\$ 87,609
G762001002 - Entry, Referral, & Assessment	\$ 2,813,253	\$ 2,406,709	\$ 406,544	\$ 989,357	\$ 843,651	\$ 145,706	\$ 3,802,610	\$ 3,250,360	\$ 552,250
G762001004 - Wellness Health Promotion Prevention	\$ 2,573,122	\$ 2,217,337	\$ 355,786	\$ 130,000	\$ 86,049	\$ 43,951	\$ 2,703,122	\$ 2,303,386	\$ 399,736
<b>G762001 - Engagement Asmt &amp; Referral Services Total</b>	<b>\$ 5,788,472</b>	<b>\$ 4,998,387</b>	<b>\$ 790,085</b>	<b>\$ 1,129,357</b>	<b>\$ 939,058</b>	<b>\$ 190,299</b>	<b>\$ 6,917,829</b>	<b>\$ 5,937,445</b>	<b>\$ 980,384</b>
<b>G762002 - Emergency &amp; Crisis Care Services</b>									
G762002001 - Emergency & Crisis Care Svcs Program Mgm	\$ 455,525	\$ 197,831	\$ 257,694				\$ 455,525	\$ 197,831	\$ 257,694
G762002002 - Adult Crisis Stabilization	\$ 3,311,891	\$ 3,381,060	\$ (69,168)				\$ 3,311,891	\$ 3,381,060	\$ (69,168)
G762002004 - Emergency	\$ 6,347,284	\$ 6,929,002	\$ (581,718)	\$ 1,987,957	\$ 1,778,661	\$ 209,296	\$ 8,335,241	\$ 8,707,663	\$ (372,422)
<b>G762002 - Emergency &amp; Crisis Care Services Total</b>	<b>\$ 10,114,700</b>	<b>\$ 10,507,893</b>	<b>\$ (393,192)</b>	<b>\$ 1,987,957</b>	<b>\$ 1,778,661</b>	<b>\$ 209,296</b>	<b>\$ 12,102,657</b>	<b>\$ 12,286,554</b>	<b>\$ (183,897)</b>
<b>G762003 - Residential Treatment &amp; Detoxification Services</b>									
G762002003 - Detoxification & Diversion	\$ 4,531,062	\$ 4,288,384	\$ 242,678				\$ 4,531,062	\$ 4,288,384	\$ 242,678
G762003001 - Residential Treatment Program Management	\$ 202,911	\$ 279,372	\$ (76,461)				\$ 202,911	\$ 279,372	\$ (76,461)
G762003002 - Residential Admissions & Support	\$ 793,285	\$ 802,182	\$ (8,897)				\$ 793,285	\$ 802,182	\$ (8,897)
G762003003 - A New Beginning	\$ 3,612,367	\$ 3,674,595	\$ (62,228)				\$ 3,612,367	\$ 3,674,595	\$ (62,228)
G762003004 - Crossroads Adult	\$ 3,302,813	\$ 3,451,202	\$ (148,390)	\$ 406,663	\$ 406,663	\$ -	\$ 3,709,476	\$ 3,857,865	\$ (148,390)
G762003005 - New Generations	\$ 1,461,509	\$ 1,504,288	\$ (42,779)				\$ 1,461,509	\$ 1,504,288	\$ (42,779)
G762003006 - Cornerstones	\$ 2,273,176	\$ 2,314,003	\$ (40,827)				\$ 2,273,176	\$ 2,314,003	\$ (40,827)
G762003007 - Residential Treatment Contract	\$ 1,221,882	\$ 422,546	\$ 799,336				\$ 1,221,882	\$ 422,546	\$ 799,336
<b>G762003 - Residential Treatment &amp; Detoxification Services Total</b>	<b>\$ 17,399,004</b>	<b>\$ 16,736,571</b>	<b>\$ 662,433</b>	<b>\$ 406,663</b>	<b>\$ 406,663</b>	<b>\$ -</b>	<b>\$ 17,805,667</b>	<b>\$ 17,143,234</b>	<b>\$ 662,433</b>
<b>G762005 - Youth &amp; Family Services</b>									
G762005001 - Youth & Family Program Management	\$ 335,132	\$ 257,344	\$ 77,788				\$ 335,132	\$ 257,344	\$ 77,788
G762005002 - Youth & Family Outpatient	\$ 5,958,370	\$ 5,935,395	\$ 22,975				\$ 5,958,370	\$ 5,935,395	\$ 22,975
G762005003 - Youth & Family Day Treatment	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -
G762005004 - Youth Resource Team	\$ 1,642,903	\$ 1,403,631	\$ 239,272	\$ 515,529	\$ 435,490	\$ 80,039	\$ 2,158,432	\$ 1,839,120	\$ 319,312
G762005005 - Wraparound Fairfax	\$ 821,345	\$ 912,358	\$ (91,014)				\$ 821,345	\$ 912,358	\$ (91,014)
G762005006 - Court Involved Youth	\$ 452,812	\$ 532,004	\$ (79,192)				\$ 639,536	\$ 717,491	\$ (77,955)
G762005009 - Youth & Family Contract	\$ 818,772	\$ 612,256	\$ 206,516	\$ 186,724	\$ 185,487	\$ 1,237	\$ 818,772	\$ 612,256	\$ 206,516
<b>G762005 - Youth &amp; Family Services Total</b>	<b>\$ 10,029,334</b>	<b>\$ 9,652,988</b>	<b>\$ 376,346</b>	<b>\$ 702,253</b>	<b>\$ 620,977</b>	<b>\$ 81,276</b>	<b>\$ 10,731,587</b>	<b>\$ 10,273,965</b>	<b>\$ 457,622</b>
<b>G762006 - Diversion &amp; Jail-Based Services</b>									
G763006002 - Forensic Services	\$ 2,188,795	\$ 2,119,205	\$ 69,591	\$ 210,802	\$ 119,289	\$ 91,513	\$ 2,399,597	\$ 2,238,493	\$ 161,104
G763006007 - Jail Diversion	\$ 2,839,939	\$ 2,314,325	\$ 525,613	\$ 488,785	\$ 452,365	\$ 36,420	\$ 3,328,724	\$ 2,766,691	\$ 562,033
<b>G762006 - Diversion &amp; Jail-Based Services Total</b>	<b>\$ 5,028,734</b>	<b>\$ 4,433,530</b>	<b>\$ 595,204</b>	<b>\$ 699,587</b>	<b>\$ 571,654</b>	<b>\$ 127,933</b>	<b>\$ 5,728,321</b>	<b>\$ 5,005,184</b>	<b>\$ 723,137</b>
<b>G763001 - Behavioral Health Outpatient &amp; Case Mgmt Svcs</b>									
G763001001 - Behavioral Health OP & CM Program Mgmt	\$ 200,041	\$ 212,890	\$ (12,849)				\$ 200,041	\$ 212,890	\$ (12,849)

Fairfax-Falls Church Community Services Board  
Expenditures  
Program Budget vs. Actuals  
June FY21 YTD

SERVICE/PROGRAM AREA	FUND 400-C40040			FUND 500-C50000			TOTAL		
	(UNRESTRICTED FEDERAL, LOCAL AND STATE)			(RESTRICTED FEDERAL, STATE AND OTHER)			(UNRESTRICTED, RESTRICTED FEDERAL, STATE AND OTHER)		
	Budget	Actuals	Variance	Budget	Actuals	Variance	Budget	Actuals	Variance
G763001002 - Adult Outpatient & Case Management	\$ 12,958,641	\$ 12,667,792	\$ 290,849				\$ 12,958,641	\$ 12,667,792	\$ 290,849
G763001005 - Adult Partial Hospitalization	\$ 1,177,981	\$ 962,389	\$ 215,592				\$ 1,177,981	\$ 962,389	\$ 215,592
<b>G763001 - Behavioral Health Outpatient &amp; Case Mgmt Svcs Total</b>	<b>\$ 14,336,663</b>	<b>\$ 13,843,071</b>	<b>\$ 493,591</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,336,663</b>	<b>\$ 13,843,071</b>	<b>\$ 493,591</b>
<b>G763002 - Support Coordination Services</b>									
G763002001 - Support Coordination Program Management	\$ 211,889	\$ 142,383	\$ 69,506				\$ 211,889	\$ 142,383	\$ 69,506
G763002002 - Support Coordination	\$ 11,626,432	\$ 10,901,011	\$ 725,421				\$ 11,626,432	\$ 10,901,011	\$ 725,421
G763002003 - Support Coordination Contracts	\$ 487,000	\$ 463,055	\$ 23,945				\$ 487,000	\$ 463,055	\$ 23,945
<b>G763002 - Support Coordination Services Total</b>	<b>\$ 12,325,320</b>	<b>\$ 11,506,449</b>	<b>\$ 818,872</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,325,320</b>	<b>\$ 11,506,449</b>	<b>\$ 818,872</b>
<b>G763003 - Employment &amp; Day Services</b>									
G763003001 - Employment & Day Program Management	\$ 2,382,623	\$ 2,515,816	\$ (133,193)				\$ 2,382,623	\$ 2,515,816	\$ (133,193)
G763003002 - Behavioral Health Emp & Day Direct	\$ 763,494	\$ 425,993	\$ 337,501				\$ 763,494	\$ 425,993	\$ 337,501
G763003003 - Behavioral Health Emp & Day Contract	\$ 2,585,429	\$ 2,588,880	\$ (3,451)	\$ 1,369,631	\$ 981,145	\$ 388,486	\$ 3,955,060	\$ 3,570,024	\$ 385,035
G763003004 - ID Emp & Day Direct	\$ 172,027	\$ -	\$ 172,027				\$ 172,027	\$ -	\$ 172,027
G763003005 - ID Emp & Day Contract	\$ 22,681,139	\$ 19,039,958	\$ 3,641,181				\$ 22,681,139	\$ 19,039,958	\$ 3,641,181
G763003006 - ID Emp & Day Self-Directed	\$ 2,891,692	\$ 1,869,674	\$ 1,022,018				\$ 2,891,692	\$ 1,869,674	\$ 1,022,018
<b>G763003 - Employment &amp; Day Services Total</b>	<b>\$ 31,476,405</b>	<b>\$ 26,440,321</b>	<b>\$ 5,036,084</b>	<b>\$ 1,369,631</b>	<b>\$ 981,145</b>	<b>\$ 388,486</b>	<b>\$ 32,846,036</b>	<b>\$ 27,421,466</b>	<b>\$ 5,424,570</b>
<b>G763004 - Assisted Community Residential Services</b>									
G763004001 - Assist Community Residential Prog Mgmt	\$ 155,817	\$ 168,212	\$ (12,395)				\$ 155,817	\$ 168,212	\$ (12,395)
G763004002 - Asst Comm Residential Direct	\$ 9,250,332	\$ 8,944,095	\$ 306,237				\$ 9,250,332	\$ 8,944,095	\$ 306,237
G763004003 - Asst Comm Residential Contract	\$ 3,241,025	\$ 3,958,321	\$ (717,296)				\$ 3,241,025	\$ 3,958,321	\$ (717,296)
G763004004 - Stevenson Place	\$ 1,071,191	\$ 945,515	\$ 125,676				\$ 1,071,191	\$ 945,515	\$ 125,676
<b>G763004 - Assisted Community Residential Services Total</b>	<b>\$ 13,718,365</b>	<b>\$ 14,016,143</b>	<b>\$ (297,778)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,718,365</b>	<b>\$ 14,016,143</b>	<b>\$ (297,778)</b>
<b>G763005 - Supportive Community Residential Services</b>									
G763005001 - Support Community Residential Prog Mgmt	\$ 1,087,368	\$ 1,138,380	\$ (51,013)				\$ 1,087,368	\$ 1,138,380	\$ (51,013)
G763005002 - Supportive Residential Direct	\$ 2,016,055	\$ 1,940,159	\$ 75,895				\$ 2,016,055	\$ 1,940,159	\$ 75,895
G763005003 - RIC	\$ 2,991,539	\$ 2,711,281	\$ 280,258				\$ 2,991,539	\$ 2,711,281	\$ 280,258
<i>G763005004 - RIC Comprehensive</i>	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -
<i>G763005005 - Supervised Residential Direct</i>	\$ -	\$ 139	\$ (139)				\$ -	\$ 139	\$ (139)
<i>G763005006 - Beacon Hill</i>	\$ 4,000	\$ (0)	\$ 4,000				\$ 4,000	\$ (0)	\$ 4,000
<i>G763005007 - Patrick Street</i>	\$ 5,881	\$ 0	\$ 5,881				\$ 5,881	\$ 0	\$ 5,881
G763005008 - New Horizons	\$ 1,543,657	\$ 953,119	\$ 590,538				\$ 1,543,657	\$ 953,119	\$ 590,538
G763005009 - Support Community Residential Contract	\$ 3,350,240	\$ 2,981,527	\$ 368,712				\$ 3,350,240	\$ 2,981,527	\$ 368,712
<b>G763005 - Supportive Community Residential Services Total</b>	<b>\$ 10,998,738</b>	<b>\$ 9,724,606</b>	<b>\$ 1,274,132</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,998,738</b>	<b>\$ 9,724,606</b>	<b>\$ 1,274,132</b>
<b>G763006 - Intensive Community Treatment Svcs</b>									
G762001003 - Outreach	\$ 575,135	\$ 467,522	\$ 107,613	\$ 164,542	\$ 168,674	\$ (4,132)	\$ 739,677	\$ 636,196	\$ 103,481
G763006001 - ICT Program Management	\$ 161,042	\$ 216,521	\$ (55,479)				\$ 161,042	\$ 216,521	\$ (55,479)
G763006003 - Assertive Community Treatment	\$ 1,705,490	\$ 1,630,356	\$ 75,133				\$ 1,705,490	\$ 1,630,356	\$ 75,133
G763006004 - Intensive Case Management	\$ 2,534,318	\$ 2,460,916	\$ 73,402				\$ 2,534,318	\$ 2,460,916	\$ 73,402
G763006005 - Discharge Planning	\$ 843,059	\$ 648,860	\$ 194,200	\$ 75,563	\$ 69,198	\$ 6,365	\$ 918,622	\$ 718,057	\$ 200,565
<b>G763006 - Intensive Community Treatment Svcs Total</b>	<b>\$ 5,819,044</b>	<b>\$ 5,424,175</b>	<b>\$ 394,869</b>	<b>\$ 240,105</b>	<b>\$ 237,871</b>	<b>\$ 2,234</b>	<b>\$ 6,059,149</b>	<b>\$ 5,662,047</b>	<b>\$ 397,102</b>
<b>Program Budget Total</b>	<b>\$ 158,135,595</b>	<b>\$ 143,901,281</b>	<b>\$ 14,234,313</b>	<b>\$ 7,394,138</b>	<b>\$ 6,270,410</b>	<b>\$ 1,123,728</b>	<b>\$ 165,529,733</b>	<b>\$ 150,171,691</b>	<b>\$ 15,358,042</b>
<b>Non-Program Budget Total<sup>1</sup></b>	<b>\$ 30,699,369</b>	<b>\$ 28,094,006</b>	<b>\$ 2,605,363</b>	<b>\$ 20,690,198</b>	<b>\$ 13,326,109</b>	<b>\$ 7,364,089</b>	<b>\$ 51,389,567</b>	<b>\$ 41,420,115</b>	<b>\$ 9,969,452</b>
<b>TOTAL FUND</b>	<b>\$ 188,834,963</b>	<b>\$ 171,995,287</b>	<b>\$ 16,839,676</b>	<b>\$ 28,084,336</b>	<b>\$ 19,596,519</b>	<b>\$ 8,487,817</b>	<b>\$ 216,919,299</b>	<b>\$ 191,591,806</b>	<b>\$ 25,327,493</b>

Comments

<sup>1</sup>Non-Program Budget Total includes all administrative areas (HR, Finance, Informatics, etc) and Regional.

*Gray/Italicized Font denotes closed cost centers.*



Fairfax-Falls Church Community Services Board  
Fund 40040 Statement  
JUNE FY 2021

	FY 2021 Approved Budget	FY 2021 REVISED Budget <sup>11</sup>	FY 2021 YTD Budget	FY 2021 Actuals Thru June 2021	Variance from YTD Budget	FY 2021 Projection
<b>Beginning Balance</b>	<b>26,138,124</b>	<b>26,138,124</b>		<b>26,138,124</b>		<b>26,138,124</b>
F Fairfax City	2,218,100	2,218,100	2,218,100	2,218,098	(2)	2,218,100
F Falls Church City	1,005,368	1,005,368	1,005,368	1,005,368	-	1,005,368
F State DBHDS <sup>1</sup>	7,527,316	7,527,316	7,527,316	8,743,455	1,216,139	7,527,316
F Federal Pass Thru SAPT Block Grant	4,053,659	4,053,659	4,053,659	4,153,837	100,178	4,053,659
V Direct Federal Food Stamps	154,982	154,982	154,982	47,877	(107,105)	58,979
V Program/Client Fees	3,994,251	3,994,251	3,994,251	4,352,506	358,255	4,264,656
V CSA	858,673	858,673	858,673	616,349	(242,324)	575,249
V Medicaid Option	12,518,068	12,518,068	12,518,068	8,736,090	(3,781,978)	8,381,039
V Medicaid Waiver	2,962,684	2,962,684	2,962,684	7,453,296	4,490,612	7,407,264
V Miscellaneous	14,100	14,100	14,100	130,951	116,851	157,141
Non-County Revenue	35,307,201	35,307,201	35,307,201	37,457,825	2,150,624	35,648,771
General Fund Transfer	147,554,569	147,554,569	147,554,569	147,216,019	(338,550)	147,216,019
<b>Total Available</b>	<b>208,999,894</b>	<b>208,999,894</b>	<b>182,861,770</b>	<b>210,811,968</b>	<b>1,812,074</b>	<b>209,002,914</b>
Compensation <sup>2</sup>	84,104,115	87,693,231	87,693,231	85,711,415	1,981,816	84,893,836
Fringe Benefits <sup>3</sup>	37,187,394	37,993,964	37,993,964	35,982,527	2,011,437	35,407,767
Operating <sup>4</sup>	69,145,965	63,100,059	63,100,059	50,549,065	12,550,994	52,682,215
Recovered Cost (WPF0)	(1,738,980)	(1,568,760)	(1,568,760)	(1,841,850)	273,090	(1,738,980)
Capital	76,469	116,469	116,469	94,130	22,339	76,469
Transfer Out	1,500,000	1,500,000	1,500,000	1,500,000	-	1,500,000
<b>Total Disbursements</b>	<b>190,274,963</b>	<b>188,834,963</b>	<b>188,834,963</b>	<b>171,995,287</b>	<b>16,839,676</b>	<b>172,821,307</b>
<b>Ending Balance</b>	<b>18,724,931</b>	<b>20,164,931</b>		<b>38,816,682</b>		<b>36,181,607</b>
DD MW Redesign Reserve <sup>5</sup>	2,500,000	2,500,000		2,500,000		2,500,000
Medicaid Replacement Reserve <sup>6</sup>	2,800,000	2,800,000		2,800,000		2,800,000
Opioid Epidemic MAT Reserve <sup>7</sup>	300,000	300,000		300,000		300,000
Diversion First Reserve <sup>8</sup>	3,329,234	3,329,234		3,329,234		3,329,234
COVID Revenue Impact Reserve <sup>9</sup>	2,000,000	2,000,000		2,000,000		2,000,000
Electronic Health Record Reserve <sup>10</sup>	3,000,000	3,000,000		3,000,000		3,000,000
<b>Unreserved Balance</b>	<b>4,795,697</b>	<b>6,235,697</b>		<b>24,887,448</b>		<b>22,252,373</b>

**Key**

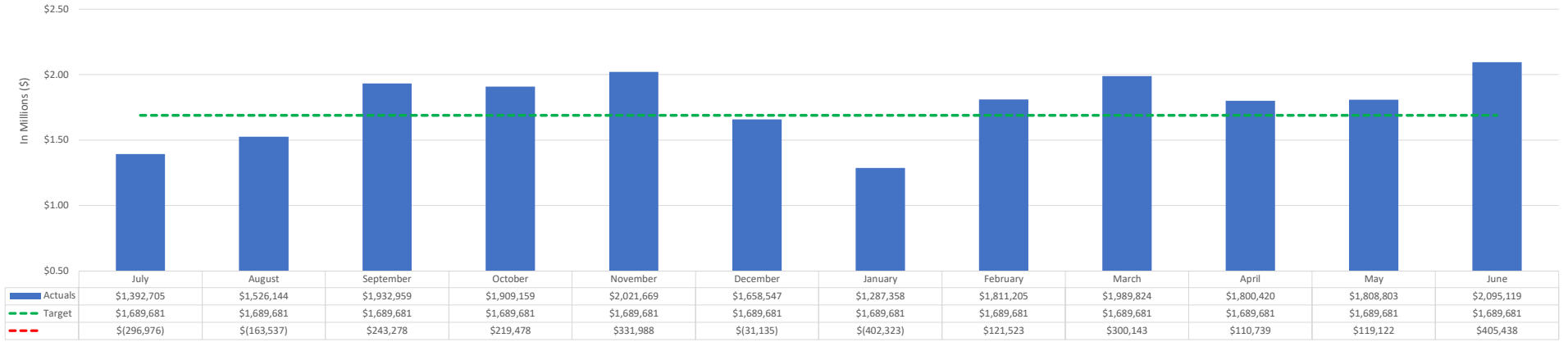
- F Fixed Annual Allocations
- V Variable Revenue based on number of services provided and total billing collections

**Comments**

- 1 FY21 Budget for State Funds Due to Medicaid Expansion, DBHDS reduced our revenue by ~\$4.4M.
- 2-4 FY21 Expenditures budget has not been adjusted for FY20 budget realignment exercise, therefore compensation and benefits budgets are understated and operating budget is overstated. Operating Budget now includes FY20 Carryover Request of \$5.8M for encumbrances, of which \$250K is allocated from Diversion First Reserve to cover costs associated with medical clearances.
- 5 The DD Medicaid Waiver Redesign Reserve ensures the County has sufficient funding to provide services to individuals with developmental disabilities in the event of greater than anticipated costs due to the Medicaid Waiver Redesign effective July 1, 2016.
- 6 The Medicaid Replacement Reserve, for the implementation of Medicaid Expansion to a potential 600 consumers and will provide support with the transition of funding from the State support to Medicaid fees.
- 7 The Opioid Use Epidemic Reserve provides flexibility, consistent with the Board of Supervisors' FY 2018-FY 2019 Budget Guidance, as the County continues to work with national, state, and regional partners on strategies to combat the opioid epidemic.
- 8 The Diversion First Reserve represents one-time savings that were realized in FY 2017 as a result of longer than anticipated recruitment times to fill new positions and savings in operating expenses to pay for medical clearances. This funding will be reallocated as part of a future budget process based on priorities identified by the Board of Supervisors. This reserve has been reduced by \$250K at FY20 Carryover for costs associated with medical clearances.
- 9 As a result of COVID-19, the CSB is forecasting a negative impact to variable revenue in FY21. Since COVID-19 began, the CSB has seen a decline in services provided to our clients, resulting in less billable revenue (since April 2020, there's been a 40% decrease in billable revenue). We anticipate this being an ongoing issue until there is a vaccine or other factor that would allow the CSB to operate at full capacity.
- 10 Establish a reserve of \$3,000,000 for the implementation of a new electronic health record. The current electronic health record contract with the incumbent Credible will end on August 24, 2021. Even though we have 5-year renewal option year to exercise, the CSB elected to move forward with procuring a new EHR that can support the current and future agency behavioral health requirements. This primary procurement vehicle was the HCSIS procurement released in August 14, 2018 looking for a single EHR vendor to support Health Department and CSB requirements and to promote moving to an integrated healthcare platform. The final HCSIS down-select resulted in two possible vendors and no single vendor solution. The needs of our CSB dictates a progressive and more stable EHR platform capable of aligning itself with the future of our CSB. EHR platforms routinely become obsolete base on growing innovations in technology. We have been with our current incumbent vendor since March 2011.
- 11 FY21 REVISED Budget represents the budget realignment to move ~\$4.5M from Operating Expenses Budget to Compensation and Fringe Budget. This is consistent with the FY20 Budget Realignment exercise, which in collaboration with DMB, we strategically allocated ongoing Operating savings to Compensation and Fringe to lower our vacancy threshold to meet ongoing client needs.

## June FY21 YTD Revenue Analysis

Variable Revenue by Month  
FY21  
Actuals vs. Target



\*Target is reflective of expected Medicaid expansion revenue (\$4.4M for FY21)

Variable Revenue by Category  
FY21 Year to Date  
Actuals vs. Target

