

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
FISCAL OVERSIGHT COMMITTEE VIRTUAL MEETING MINUTES
NOVEMBER 18, 2021**

The Fiscal Oversight Committee of the Fairfax-Falls Church Community Services Board met electronically due to the COVID-19 pandemic that has made it unsafe to physically assemble a quorum in one location or to have the public present. Access was made available via video and web conferencing platform to CSB Board members, CSB staff, and members of the public. The meeting notice, including participation instructions, was posted electronically and on the building in which the meeting is typically held. Additionally, attendees were offered an opportunity to register for public comment during the 30 minutes prior to the meeting being called to order.

1. Meeting Called to Order

Committee Chair Jennifer Adeli called the meeting to order at 4:01 p.m.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDON COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (FAIRFAX CITY, VA)

ABSENT: **BOARD MEMBERS:** NONE

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Administrative Operations Daniel Herr, Chief Financial Officer Jessica Burris, Director of Analytics & Evaluation Linda Mount and Board Clerk Joseline Cadima.

Committee Chair Jennifer Adeli conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members was present and audible. Committee Chair Jennifer Adeli passed the virtual gavel to Committee Member Dan Sherrange to make several motions required to begin the meeting.

A motion was offered confirming that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Committee Member Bettina Lawton and passed unanimously.

Preliminary Motions

Committee Chair Jennifer Adeli made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the CSB Board to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this CSB Board and the physical presence of the public, cannot be implemented safely or practically. A further motion was made that this Board may conduct this

meeting electronically through a video and web conferencing platform, that may be accessed via Meeting ID: 879 3870 9421 and Passcode: 963204. Motions were seconded by Committee Member Captain Derek DeGeare and unanimously approved. Committee Chair Jennifer Adeli made a final motion that that all the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of the CSB Board's lawful purposes, duties, and responsibilities. The motion was seconded Committee Member Captain Derek DeGeare and unanimously passed.

3. Matters of the Public.

None were presented.

4. Amendments to the Meeting Agenda

The meeting agenda was provided for review, no amendments were made.

MOVED BY COMMITTEE MEMBER DAN SHERRANGE, SECONDED BY COMMITTEE MEMBER CAPTAIN DEREK DEGEARE TO APPROVE AGENDA ITEM NO. 4.

AYES: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDON COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (FAIRFAX CITY, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: NONE

5. Approval of Minutes

Committee minutes for the October 21, 2021, Fiscal Oversight Committee Meeting were provided for review and revision, Committee Member Dan Sherrange noted the following change to the minutes:

Page No. 1, agenda item No. 1, in the call to order section, it should read "Committee Chair Jennifer Adeli called the meeting to order at 4:00p.m." instead of "Committee Chair Sherrange called the meeting to order at 4:00p.m."

MOVED BY COMMITTEE MEMBER DAN SHERRANGE, SECONDED BY COMMITTEE MEMBER CAPTAIN DEREK DEGEARE TO APPROVE AGENDA ITEM NO. 5, AS AMENDED.

AYES: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDON COUNTY, VA); BETTINA LAWTON (VIENNA, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE

(FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN
(FAIRFAX CITY, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: BETTINA LAWTON*

ABSENT: BOARD MEMBERS: NONE

*Board Member Bettina Lawton abstained from the approval of the Minutes, she noted her absence during the October 21, 2021, meeting.

6. Administrative Operations Report

Deputy Director of Administrative Operations Daniel Herr provided information on changes to the Crisis Stabilization Unit that will begin on December 1, 2021, which include changes include billing a per diem rate (one full day) instead of blocks of time, having the capacity to bill for providing pre-screening services, and have the flexibility to operate “23-hour-beds” which are beds that will have supervision and allow a patient to stay for that period of time and get re-stabilized, these beds will open in the Merrifield Center at a future date, the Regional Crisis Stabilization Unit in Chantilly, Virginia, which has the capacity to operate a 16 bed unit; noted 90% of the CSB workforce is vaccinated against COVID, the unvaccinated do have health and/or religious exemptions; staff has been asked to enter information in regards to the number of services and skills they have, once the data is collected it will be sent to the Department of Human Resources and Department of Management and Budget for possibility of salary adjustments.

Deputy Director of Clinical Operations Lyn Tomlinson provided the CSB Human Resources Vacancy Report and noted the “entry and referral unit” will be added as a line item to this report.

7. Clinical Operations Report

Deputy Director of Clinical Operations Lyn Tomlinson provided the staff report and an overview of the October 2021 data reports.

Director of Analytics & Evaluation Linda Mount presented an overview on the new appearance of the attached reports that were reviewed and approved by the Ad Hoc Metrics and Reporting Committee.

8. Financial Status

Financial Chief Officer Jessica Burris provided the staff report and an overview of the modified fund statement, variable revenue report, and expenditures-budget and actuals financial reports.

9. Open Discussion

Board Member Discussion included concern for recent changes to operations in the CSB, which includes the decrease in operating hours of the Entry & Assessment Unit at Merrifield Center from

9:00 a.m. to 3:00 p.m.; commented on the need to continue to fight for salary compression and salary adjustments.

Executive Director Daryl Washington announced Yalonda Robinson as his new Assistant and mentioned that April Reed, his former Assistant, is now in the Communications Team; commented on his presentation in December to the Human Services Committee.

10. Adjournment

MOVED BY COMMITTEE MEMBER BETTINA LAWTON TO ADJOURN THE MEETING AT 5:28 P.M.

AYES: BOARD MEMBERS: JENNIFER ADELI (GREAT FALLS, VA), CHAIR; KAREN ABRAHAM (FAIRFAX, VA); CAPTAIN DEREK DEGEARE (LOUDON COUNTY, VA); DIANA RODRIGUEZ (MCCLEAN, VA); ANDREW SCALISE (FAIRFAX, VA); DAN SHERRANGE (CHANTILLY, VA); SANDRA SLAPPEY-BROWN (FAIRFAX CITY, VA)

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: BETTINA LAWTON

12/15/2021

Date Approved

Josefine Cadima

Clerk to the Board