



FAIRFAX-FALLS CHURCH CSB BOARD MEETING

Garrett McGuire, Chair

Merrifield Center

8221 Willow Oaks Corporate Drive, Level 3, Room 3-314, West

Fairfax, VA 22031

Wednesday, May 25, 2022, 5:00 p.m.

This meeting can also be attended via electronic access through Zoom

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Meeting ID: [857 8128 7281](https://zoom.us/j/85781287281) • Passcode: 936159

MEETING AGENDA

- 1. Meeting Called to Order** **Garrett McGuire**
- 2. Matters of the Public** **Garrett McGuire**
- 3. Amendments to the Meeting Agenda** **Garrett McGuire**
- 4. Approval of the April 27, 2022, Meeting Minutes** **Garrett McGuire**
- 5. Staff Presentation**
 - A. SCRS – Behavioral Health Residential & Housing Services **David Simmons**
- 6. Director’s Report** **Daryl Washington**
 - A. County, Regional, State and Cross Agency Initiatives
 - B. Healthcare Record Update
- 7. Matters of the Board** **Garrett McGuire**
- 8. Committee Reports**
 - A. Service Delivery Oversight Committee **Anne Whipple**
 - B. Compliance Committee **Garrett McGuire**
 - C. Fiscal Oversight Committee **Jennifer Adeli**
 - D. Other Reports
- 9. Information Item** **Garrett McGuire**
 - A. Amendment to CSB Board Bylaws to Allow Nine CSB Board Meetings Each Year

Closed Session: Discussion of a personnel matter as permitted by Virginia Code Section 2.2-3711(A)(1) and consultation with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, as permitted by Virginia Code Section 2.2-3711(A)(8).

10. Adjournment

Meeting materials are posted online at www.fairfaxcounty.com/municipal-services-board/board/archives or may be requested by contacting Yalonda Robinson at 703-324-7096 or at yalonda.robinson@fairfaxcounty.gov

**FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD
MEETING MINUTES
APRIL 27, 2022**

The Fairfax-Falls Church Community Services Board met in regular session at the Merrifield Center, 8221 Willow Oaks Corporate Drive, Level 3, Room 3-314, West, Fairfax, VA 22031.

1. Meeting Called to Order

Board Chair Garrett McGuire called the meeting to order at 5:00p.m.

Roll Call

PRESENT: **BOARD MEMBERS:** GARRETT MCGUIRE, BOARD CHAIR; KAREN ABRAHAM; JENNIFER ADELI; DARIA AKERS; ROBERT BARTOLOTTA (FALLS CHURCH, VA) *; SHEILA COPLAN JONES; CAPTAIN DEREK DEGEARE; BETTINA LAWTON; SRILEKHA PALLE; DIANA ROGRIGUEZ; DAN SHERRANGE (CHANTILLY, VA) *

ABSENT: **BOARD MEMBERS:** LARYSA KAUTZ; EDWARD ROSE; ANDREW SCALISE; SANDRA SLAPPEY-BROWN; ANNE WHIPPLE

*Board Members participated remotely via Zoom.

Also present: Executive Director Daryl Washington, Deputy Director of Administrative Operations Daniel Herr, Deputy County Attorney Cynthia Tianti, Deputy Director Barbara Wadley-Young, Service Director Michael T Lane, Service Director Kevin Lafin, and Board Clerk Joseline Cadima

2. Matters of the Public

Kimi Fergus, member of the public, expressed her happiness and gratefulness for the re-opening of the New Generations Program.

3. Amendments to the Meeting Agenda

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

BOARD MEMBER CONSENSUS TO APPROVE AGENDA ITEM NO. 3

AYES: **BOARD MEMBERS:** GARRETT MCGUIRE, BOARD CHAIR; KAREN ABRAHAM; JENNIFER ADELI; DARIA AKERS; ROBERT BARTOLOTTA (FALLS CHURCH, VA) *; SHEILA COPLAN JONES; CAPTAIN DEREK DEGEARE; BETTINA LAWTON; SRILEKHA PALLE; DIANA ROGRIGUEZ; DAN SHERRANGE (CHANTILLY, VA) *

NOES: **BOARD MEMBERS:** NONE

ABSTAIN: **BOARD MEMBERS:** NONE

ABSENT: **BOARD MEMBERS:** LARYSA KAUTZ; EDWARD ROSE; ANDREW SCALISE; SANDRA SLAPPEY-BROWN; ANNE WHIPPLE

*Board Members participated remotely via Zoom.

4. Approval of the Minutes

The March 23, 2022, CSB Board Meeting Minutes were provided for review, no amendments were made.

MOVED BY BOARD MEMBER BETTINA LAWTON, SECONDED BY BOARD MEMBER CAPTAIN DEREK DEGEARE TO APPROVE AGENDA ITEM NO.4.

AYES: BOARD MEMBERS: GARRETT MCGUIRE, BOARD CHAIR; KAREN ABRAHAM; JENNIFER ADELI; DARIA AKERS; ROBERT BARTOLOTTA (FALLS CHURCH, VA) *; SHEILA COPLAN JONES; CAPTAIN DEREK DEGEARE; BETTINA LAWTON; SRILEKHA PALLE; DAN SHERRANGE (CHANTILLY, VA) *

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: DIANA RODRIGUEZ**

ABSENT: BOARD MEMBERS: LARYSA KAUTZ; EDWARD ROSE; ANDREW SCALISE; SANDRA SLAPPEY-BROWN; ANNE WHIPPLE

*Board Members participated remotely via Zoom.

**Board Member Diana Rodriguez abstained from the vote, noted her absence during the March 23, 2022, Board Meeting.

5. Director's Report

Service Director Michael Lane shared a CSB client success story and emphasized the importance of collaborating with the Fire and Rescue Department, and the Fairfax County Police Department. Along with the imperative work the CSB staff partakes in and the impact it truly makes on the client's life journey.

Legislative and Grants Analyst Elizabeth McCartney provided the Board with a Legislative Update, discussed material is part of the agenda packet.

A. **Services Update**

Executive Director Daryl Washington thanked Board Members who provided public testimony at the Fairfax County Public Budget Hearing and explained some CSB staff members testified that they were not part of the group that recently received raises, claims of age discrimination and other protected classes were brought up to the Board of Supervisors who then requested additional information. Human Resources along with the Executive Leadership Team is working on a response to that request. The discrimination concerns by staff were not brought to the attention of the Executive Leadership Team.

B. **Staffing Update**

Executive Director Daryl Washington noted an increase in positive COVID cases among CSB staff.

C. **Electronic Health Record Update**

Executive Director Daryl Washington mentioned the Healthcare Systems Team continues to provide enhancements to Credible, such as updates and upgrades to modules that will increase the program's efficiency.

6. **Staff Presentation**

A. **Employment & Day Services**

Service Director Kevin Lafin provided the staff presentation regarding Employment and Day Services.

7. **Matters of the Board**

Board Member Srilekha Palle reminded the Board of the "Pathways to Wellness" Virtual Conference which will take place on May 13, 2022, from 10:00 a.m. to 1:00p.m., via Zoom.

Board Chair Garrett McGuire reminded the Board Retreat will take place on Saturday, May 7, 2022, from 9:00a.m. to 1:00 p.m. at the Merrifield Center, the VACSB Conference is being held in Reston, Virginia from May 4-6, 2022, and the Merrifield Re-Naming Ceremony will take place on May 12, 2022.

8. **Committee Reports**

A. **Service Delivery Oversight Committee**

Committee Chair Anne Whipple was absent during the meeting but provided the following email to be send to the Board along with including it in the Meeting Minutes. **The next meeting is Wednesday, June 8, 2022, at 5:00 p.m.**

"The theme of our April SDOC meeting was trauma-informed care, a broad description of an approach being adopted by organizations in many different areas of the care community.

To be trauma-informed is

- to realize the widespread impact of trauma and understand potential paths for recovery;
- to recognize the signs and symptoms of trauma in clients, families, staff and others.
- to respond by integrating this knowledge into policies, procedures and practices;
- and to seek actively to resist re-traumatization. A trauma-informed approach can be implemented in any type of service setting or organization." *(SAMHSA 2014)*

We had a great presentation from the CSB's Marla Zometsky, who informed us about the Trauma-Informed Community Network (TINC). TINC brings together staff from government, schools, higher ed, nonprofit and private providers, and community members to collaborate on implementing principles of trauma-informed care. This could be as simple as awareness building with posters; to creating a "serenity room" for those who need a moment to regulate their emotions; to training for providers on what to watch for in their clients as well

as in their colleagues. Please reach out to Marla or to me if you're interested in hearing more about this important group

We broached the subject of moving to a less-frequent schedule for SDOC meetings and to keeping them virtual. We're still gathering information because we want to be sure that these meetings are serving our associate members and aren't just another unwanted obligation. So far the feedback is that the meetings *are* worthwhile ... we'll keep you posted."

B. Compliance Committee

Committee Chair Garrett McGuire reported that Quality and Improvement Director Joan Rodgers provided an update on the ongoing Health Services Advisory Group (HSAG) audit which is reviewing 136 charts from Developmental Disability and Residential Services. **The next meeting is Wednesday, May 18, 2022, at 5:00 p.m.**

C. Fiscal Oversight Committee

Committee Chair Jennifer Adeli highlighted the concern for the high vacancy rate, along with the Data Capacity Reports showing that time to treatment is decreasing. **The next meeting is Thursday, May 19, 2022, at 4:00 p.m.**

D. Other Reports

None were raised.

9. Action Item:

A. CSB Board Officer Nominating Committee

Board Chair Garrett McGuire provided the staff report which included the appointment of Captain Derek DeGeare, Bettina Lawton, and Andrew Scalise to serve on the Nominating Committee for the FY 2023 CSB Officer Elections. Elections will take place at the June 22, 2022, CSB Board Meeting.

MOVED BY BOARD MEMBER CAPTAIN DEREK DEGEARE, SECONDED BY BOARD MEMBER BETTINA LAWTON TO APPROVE AGENDA ITEM NO. 9.

AYES: BOARD MEMBERS: GARRETT MCGUIRE, BOARD CHAIR; KAREN ABRAHAM; JENNIFER ADELI; DARIA AKERS; ROBERT BARTOLOTTA (FALLS CHURCH, VA) *; SHEILA COPLAN JONES; CAPTAIN DEREK DEGEARE; BETTINA LAWTON; SRILEKHA PALLE; DIANA ROGRIGUEZ; DAN SHERRANGE (CHANTILLY, VA) *

NOES: BOARD MEMBERS: NONE

ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: LARYSA KAUTZ; EDWARD ROSE; ANDREW SCALISE; SANDRA SLAPPEY-BROWN; ANNE WHIPPLE

*Board Members participated remotely via Zoom.

Closed Session:

Board Chair Garrett McGuire inquired whether there were any matters that required discussion in closed session, none were raised.

10. Adjournment

Board Chair Garrett McGuire adjourned the meeting at 6:06 p.m.

AYES: BOARD MEMBERS: GARRETT MCGUIRE, BOARD CHAIR; KAREN ABRAHAM; JENNIFER ADELI; DARIA AKERS; ROBERT BARTOLOTTA (FALLS CHURCH, VA) *; SHEILA COPLAN JONES; CAPTAIN DEREK DEGEARE; BETTINA LAWTON; SRILEKHA PALLE; DIANA ROGRIGUEZ; DAN SHERRANGE (CHANTILLY, VA) *

NOES: BOARD MEMBERS: NONE

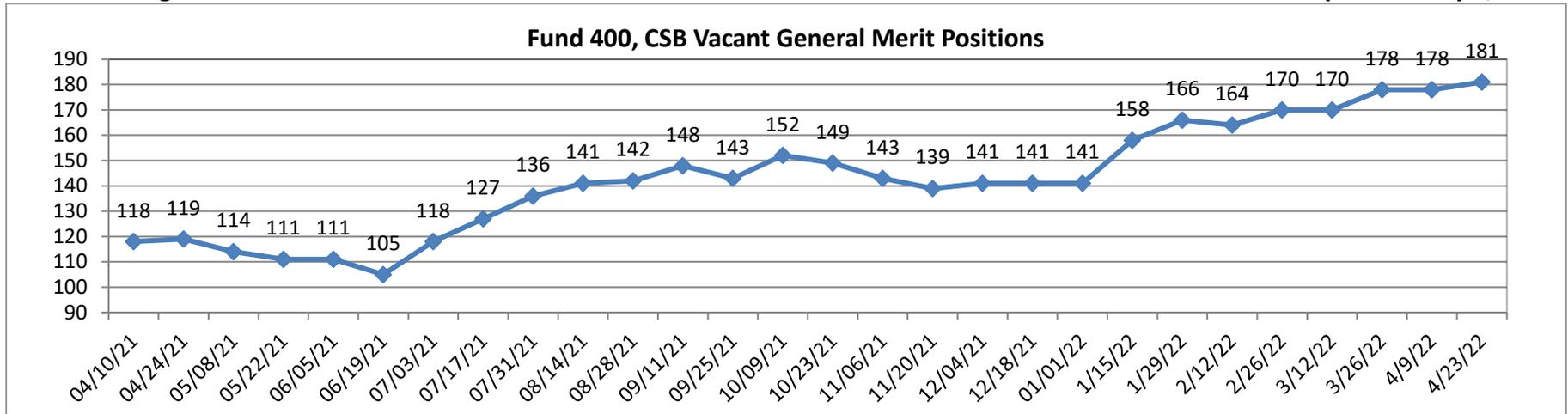
ABSTAIN: BOARD MEMBERS: NONE

ABSENT: BOARD MEMBERS: LARYSA KAUTZ; EDWARD ROSE; ANDREW SCALISE; SANDRA SLAPPEY-BROWN; ANNE WHIPPLE

*Board Members participated remotely via Zoom.

Date Approved

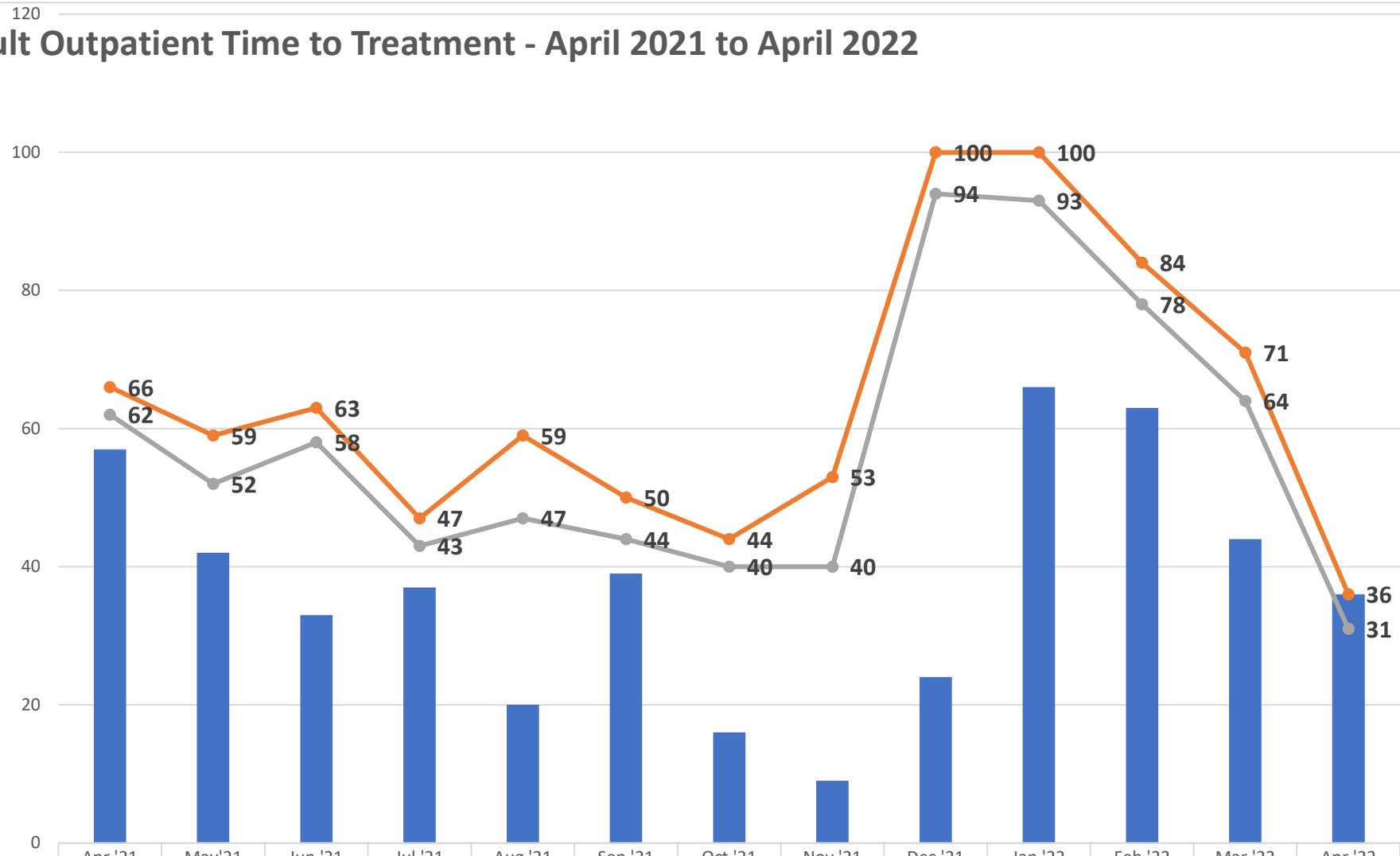
CSB Board Clerk



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

Service area /Program	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March		April	
												Count	Breakdown	Count	Breakdown
Emergency Svcs/MCU	3.5	1	1	0	0	6	9	4	12	11	12	18	15 CIS	22	15 CIS
															4 HSW I
													2 Mobile Crisis Supv		2 Mobile Crisis Supv
													1 Peer Supp Spec		1 Peer Supp Spec
Behavioral Health – Outpatient Svcs	11	12	8	11	12	16	14	16	19	21	22	21	12 BHS II	27	18 BHS II
													6 BH Sr. Clin		6 BH Sr. Clin
													2 BHN Clin/Case Mgr		1 BHN Clin/Case Mgr
													1 BHN Supv		1 BH Supv
															1 LPN
Youth & Family – Outpatient Svcs	9	9	6	5	5	5	8	6	6	8	11	11	9 BH Sr. Clin	21	10 BH Sr. Clin
													2 BHS II		2 BHS II
Support Coordination	12	12	10	15	24	29	32	27	28	26	27	27	25 DDS II	27	24 DDS II
													1 DDS I		1 DDS I
													1 DDS III		2 DDS III
NJBHADC/ Jail Diversion	9	10	10	9	10	9	6	13	12	13	12	8	4 BHS II	11	4 BHS II
													2 BH Supv		2 BH Supv
															3 BH Sr. Clin
													2 Peer Supp Spec		2 Peer Supp Spec
EAR							8	8	8	6	5	3	2 BH Sr. Clin	4	3 BH Sr. Clin.
															1 BHS I
													2 BH Supv		

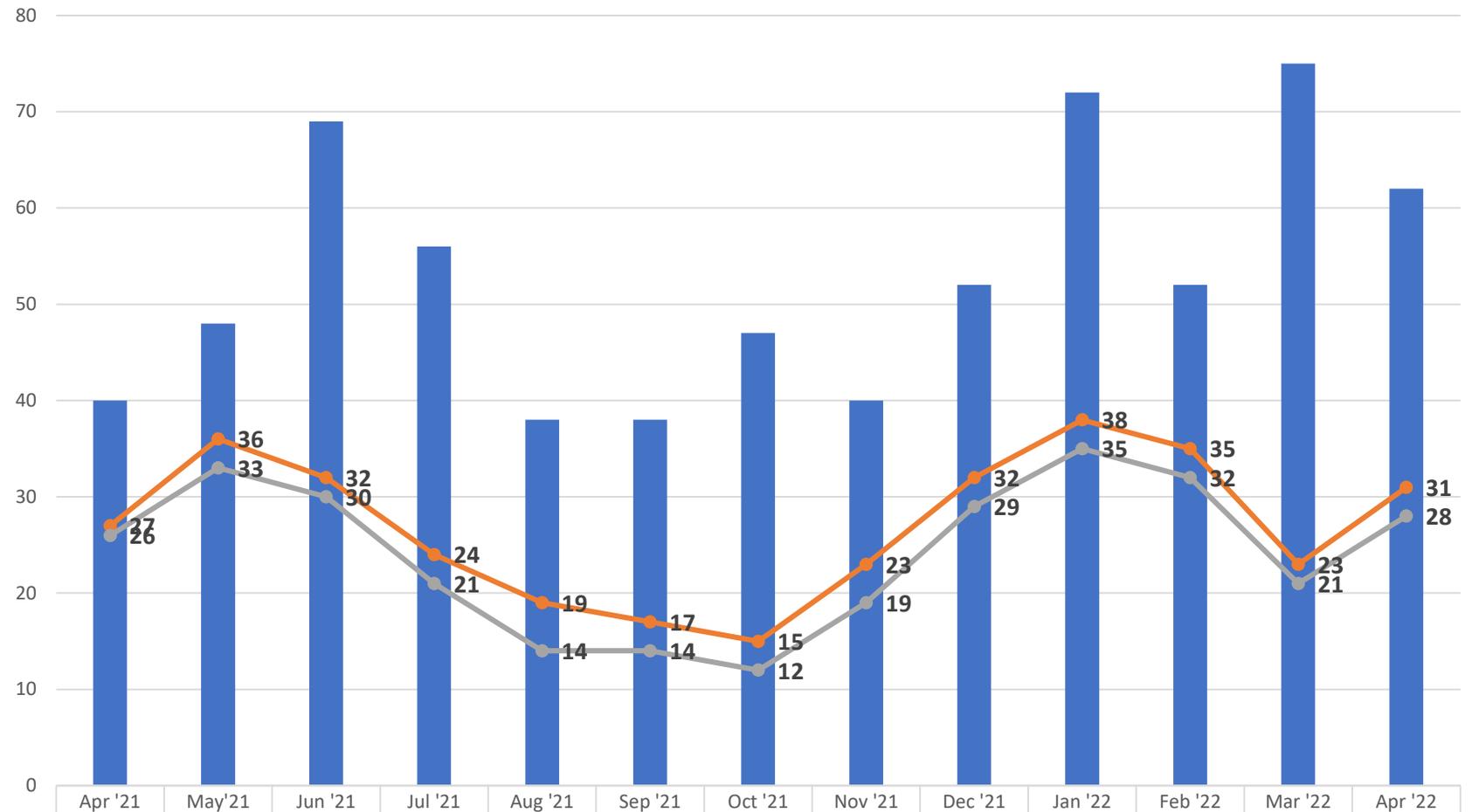
Adult Outpatient Time to Treatment - April 2021 to April 2022



■ # Adults Who Attended 1st Treatment Appt	57	42	33	37	20	39	16	9	24	66	63	44	36
—●— Average # Days from Assessment to Treatment	66	59	63	47	59	50	44	53	100	100	84	71	36
—●— Average # Days from Assessment to 1st Available / Accepted Appt*	62	52	58	43	47	44	40	40	94	93	78	64	31

*Average number of days from Assessment to Date of First Available Appointment (if known) OR from Assessment to Date of First Accepted Appointment

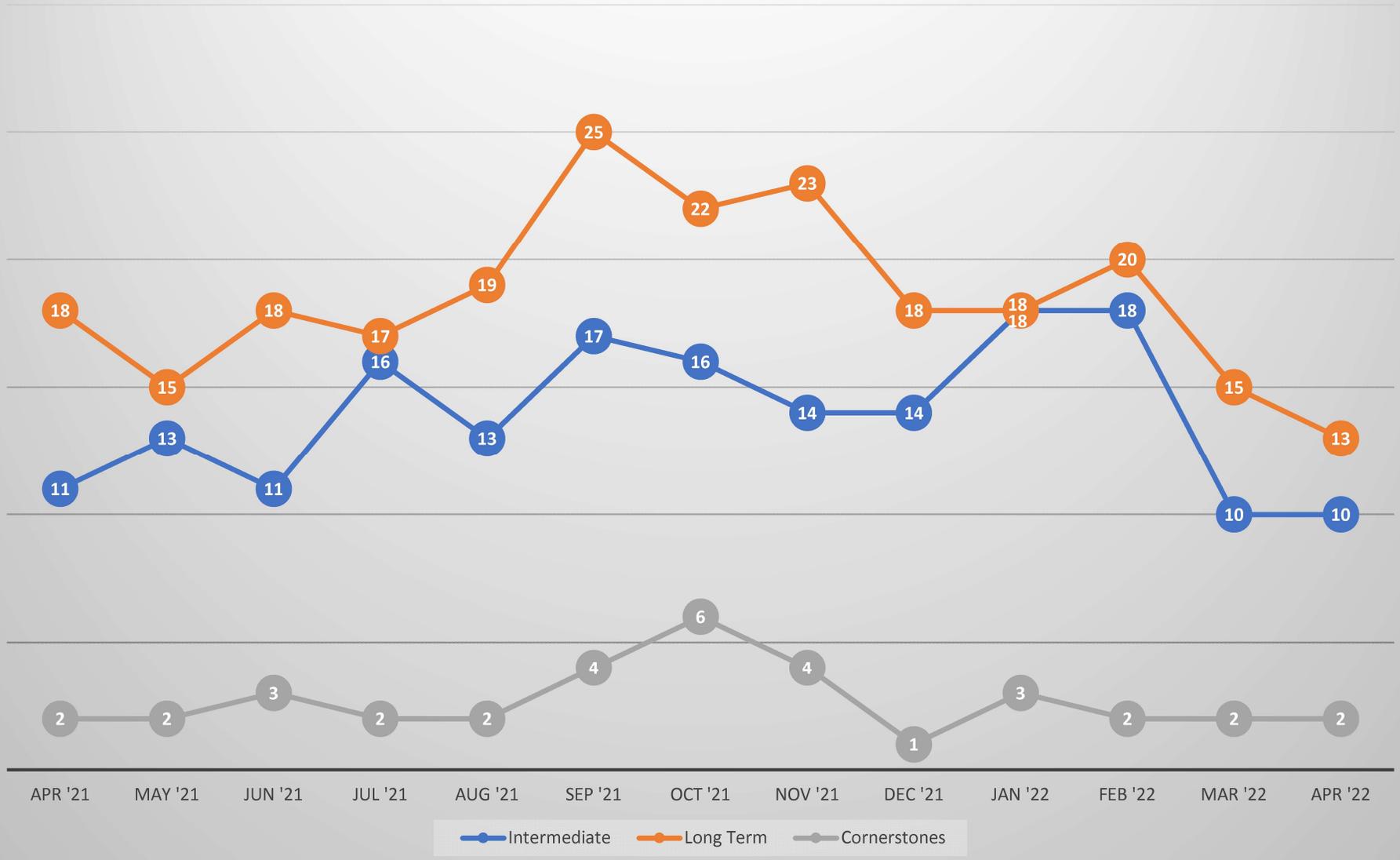
Youth Outpatient Time to Treatment - April 2021 to April 2022



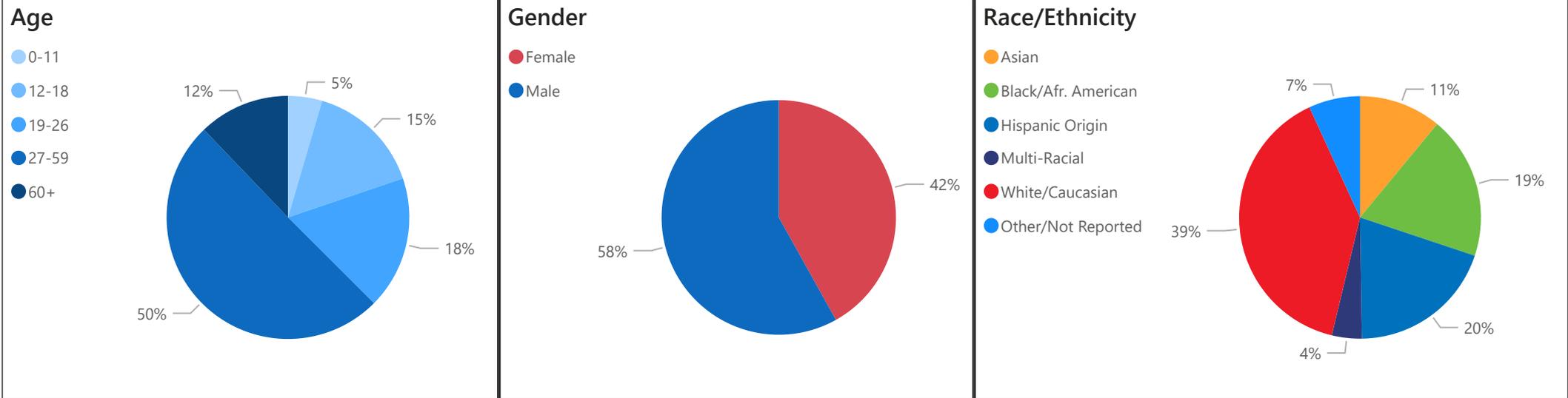
# Youth Who Attended 1st Treatment Appt	40	48	69	56	38	38	47	40	52	72	52	75	62
Average # Days from Assessment to Treatment	27	36	32	24	19	17	15	23	32	38	35	23	31
Average # Days from Assessment to 1st Available / Accepted Appt*	26	33	30	21	14	14	12	19	29	35	32	21	28

*Average number of days from Assessment to Date of First Available Appointment (if known) OR from Assessment to Date of First Accepted Appointment

SUD Residential Waiting List Individuals Waiting by Program Type April 2021 - April 2022

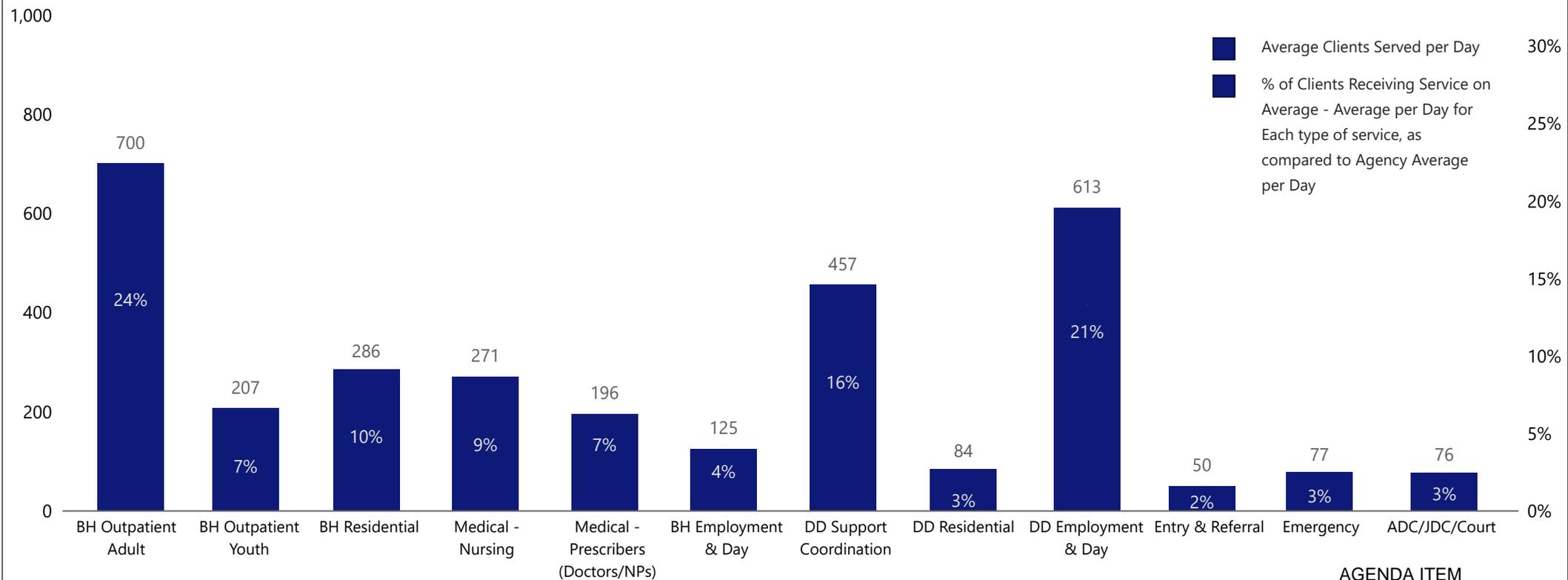


CSB Status Report



Average Clients Served per Day by Type of Service - March 2022

Agency Average Served per Day in March 2022 = 2,880





Individuals Served by Month by Type of Service Mar'21 - Mar'22

Service Area	Mar'21	Apr'21	May'21	Jun'21	Jul'21	Aug'21	Sep'21	Oct'21	Nov'21	Dec'21	Jan'22	Feb'22	Mar'22	Monthly Variance	Yearly Variance	# Served Past 12 Months
All Individuals Served	9,553	9,314	9,293	9,407	9,459	9,215	9,126	9,380	8,903	9,023	9,090	9,064	9,589	▲ 5.8%	▲ 0.4%	22,357
BH Outpatient Adult	3,642	3,507	3,383	3,374	3,359	3,383	3,382	3,264	3,177	3,146	3,175	3,104	3,147	▲ 1.4%	▼ -13.6%	5,423
BH Outpatient Youth	903	894	903	932	889	831	801	813	805	864	858	867	905	▲ 4.4%	▲ 0.2%	1,859
BH Residential	451	449	455	452	456	467	461	463	459	449	436	415	457	▲ 10.1%	▲ 1.3%	1,398
Medical - Nursing	1,523	1,484	1,284	1,278	1,330	1,281	1,236	1,387	1,215	1,206	1,275	1,226	1,380	▲ 12.6%	▼ -9.4%	3,645
Medical - Prescribers	3,159	3,088	2,910	3,076	2,816	2,787	2,734	2,778	2,578	2,600	2,633	2,546	2,866	▲ 12.6%	▼ -9.3%	6,754
BH Employment & Day	417	429	421	420	414	390	374	377	396	371	363	361	379	▲ 5.0%	▼ -9.1%	728
DD Support Coordination	2,507	2,453	2,365	2,395	2,755	2,576	2,503	2,775	2,454	2,559	2,744	2,529	2,751	▲ 8.8%	▲ 9.7%	5,290
DD Residential	95	92	90	88	88	88	87	87	85	86	85	85	85	= 0.0%	▼ -10.5%	95
DD Employment & Day	369	366	473	591	675	782	837	903	951	926	917	912	962	▲ 5.5%	▲ 160.7%	1,210
Entry & Referral (EAR)	720	689	714	697	547	429	440	546	484	496	517	613	703	▲ 14.7%	▼ -2.4%	5,031
EAR Screenings	250	222	228	264	211	212	198	271	375	335	294	379	420	▲ 10.8%	▲ 68.0%	3,271
EAR Assessments	156	117	128	140	110	136	121	146	131	153	174	165	206	▲ 24.8%	▲ 32.1%	1,816
Emergency	950	886	1,005	899	907	891	926	938	845	864	791	851	995	▲ 16.9%	▲ 4.7%	7,259
ADC/JDC/ Court	492	468	440	469	441	432	455	483	447	455	461	489	558	▲ 14.1%	▲ 13.4%	2,208

* Monthly variance compares current month to previous month; Yearly variance compares current month to the same month in previous calendar year (Ex: May 2021 compared to May 2020). Number Served Past 12 Months is an unduplicated count of clients served in each area in the 12 months prior to end of the reporting period (ex: June 2021 - May 2021).

Service Definitions

All	Includes all individuals receiving services from the Community Services Board. Includes services for people of all ages who have mental illness, substance use disorders and/or developmental disabilities.
BH Outpatient Adult	Individuals receiving services from adult outpatient behavioral health programs. Includes the following service areas/programs: Behavioral Health Outpatient (BHOP) - MH Outpatient, MH Case Management, SUD Intensive Outpatient, Turning Point, Partial Hospitalization; Intensive Community Treatment - Intensive Case Management, PACT, Discharge Planning, PATH; Jail Diversion; Medication Assisted Treatment. Includes individuals receiving engagement, monitoring and treatment services.
BH Outpatient Youth	Individuals receiving services from youth behavioral health outpatient programs. Includes the following service areas/programs: Youth & Family Outpatient - MH Outpatient, MH Case Management, SUD Outpatient; Youth & Family Intensive - Wraparound Fairfax, Resource Program, Youth Discharge Planning. Includes individuals receiving assessment, monitoring, and treatment services.
BH Residential	Individuals receiving services from behavioral health residential programs. Includes the following service areas/programs: Supportive Community Residential - directly operated and contracted residential services; SUD Residential Treatment - Crossroads, Cornerstones, A New Beginning, New Generations; Youth Residential - Leland House; Wellness Circle Residential Crisis Stabilization, Fairfax Detoxification.
Medical - Nursing	Individuals receiving Nursing services in an outpatient setting.
Medical - Prescribers	Individuals receiving services from a prescriber (psychiatrist or nurse practitioner). Services are provided in a variety of treatment settings, including outpatient, residential, assessment, and emergency services.
BH Employment & Day	Individuals receiving behavioral health individual or group supported employment services.
DD Support Coordination	Individuals receiving developmental support coordination services. Includes individuals receiving targeted case management, monitoring, and assessment services.
DD Residential	Individuals receiving developmental disability residential services. Includes directly operated group homes and apartments, and locally funded contracted residential placements.
DD Employment & Day	Individuals receiving developmental day support services; individual, group, or sheltered employment services; and self-directed services. Includes both waiver and locally-funded services.
Entry & Referral (EAR)	Individuals receiving behavioral health entry and referral services. Includes Adult & Youth walk-in screening and assessment clinical services, case coordination, and call center referrals.
EAR Screenings	Individuals receiving behavioral health screening services at Entry & Referral.
EAR Assessments	Individuals receiving behavioral health assessment services at Entry & Referral.
ADC/JDC/Court	Individuals receiving CSB jail-based or court services. Includes CSB services provided at the Adult Detention Center, Juvenile Detention Center and adult participants in specialty court dockets (Veterans' Docket, Mental Health Docket, Drug Court).

Notes:

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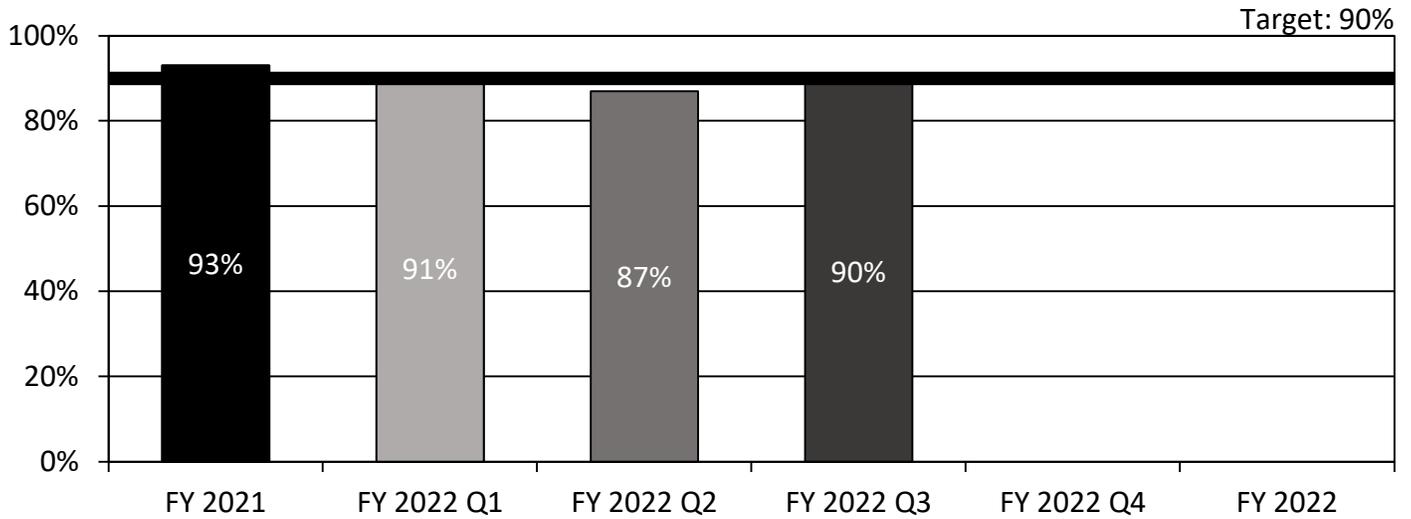
- Demographics – Typically little change in demographics over time. Reflects demographic characteristics of all individuals served in the reporting month.
- Average Clients Served per Day by Type of Service – Compares average served per day in each service area to the agency-wide average number served. Individuals may receive more than one type of service per day and totals may be greater than 100%.

Page 2:

- Numbers reported show the unduplicated number of clients served in each service area. Individuals may receive multiple services each month within a service area and may receive more than one type of service each month.
- The Monthly Variance compares the reporting month to the prior month. The Yearly Variance compares the reporting month to the same month in the previous calendar year.
- All Individuals Served – The overall number served is trending higher as compared to February and is showing a similar number served as compared to the prior year.
- BH Outpatient Adult – The number of individuals served is trending lower overall as compared to last year and appears to be due to the impacts of staff vacancies.
- BH Outpatient Youth – This service area typically sees an increase in referrals and individuals served in the late fall that continues throughout the school year and drops off over the summer months. Numbers served are on trend as compared to the previous year.
- Medical – Nursing & Prescribers (Psychiatrists & Nurse Practitioners) serve individuals in a variety of treatment settings. The number served is showing increases in multiple service areas with an overall increase of almost 13% as compared to February but remains lower compared to last year.
- BH Employment & Day – The number of individuals served has increased by 5% as compared to February while trending lower as compared to the prior year. They have had some staff turnover in the Individual Supported Employment program and are building back up to full caseloads.
- BH Residential – The number of individuals served is back on trend with the numbers served in the Fall. Numbers were lower in January and February, partly due to short periods in those months where Wellness Circle had to stop new admissions because of COVID positive cases at the site, and the need to slow admissions at the Residential Intensive Care (RIC) program due to staff vacancies.
- DD Support Coordination – There is typically monthly variation based on service plan review cycles. In March, client counts were also higher due to the ongoing waiver slot allocation process and are on trend with previous months.
- DD Residential – Includes all individuals served in directly operated residential programs and locally-funded contract placements. The number of individuals served each month is trending lower overall due to reductions in the directly operated group home census and locally funded contract placements through natural attrition. New residential placements through community partners are waiver funded.
- DD Employment & Day – There has been an upward trend in this service area as developmental employment & day programs have been able to reopen from closures that were necessary earlier in the pandemic to ensure individual safety.
- Entry & Referral – In March there were significant increases in the number of screenings and assessments completed due to increases in demand and program staffing. In Mid-October, Entry & Referral launched a new streamlined screening and assessment process with changes to the triage, screening, and assessment workflows. Direct comparisons cannot be made to prior months.
- Emergency – There is some monthly fluctuation in the demand for Emergency services. All clients who present for services are evaluated by Emergency services staff.
- ADC/JDC/Court – The number of individuals served is trending higher as compared to February 2022 and the previous year. The jail census was significantly reduced earlier in the pandemic in response to health and safety issues.

Emergency Services

**Percent of Individuals Who Received Face-to-Face Services
Within One Hour of Check-In At Emergency Services**



Performance Measure

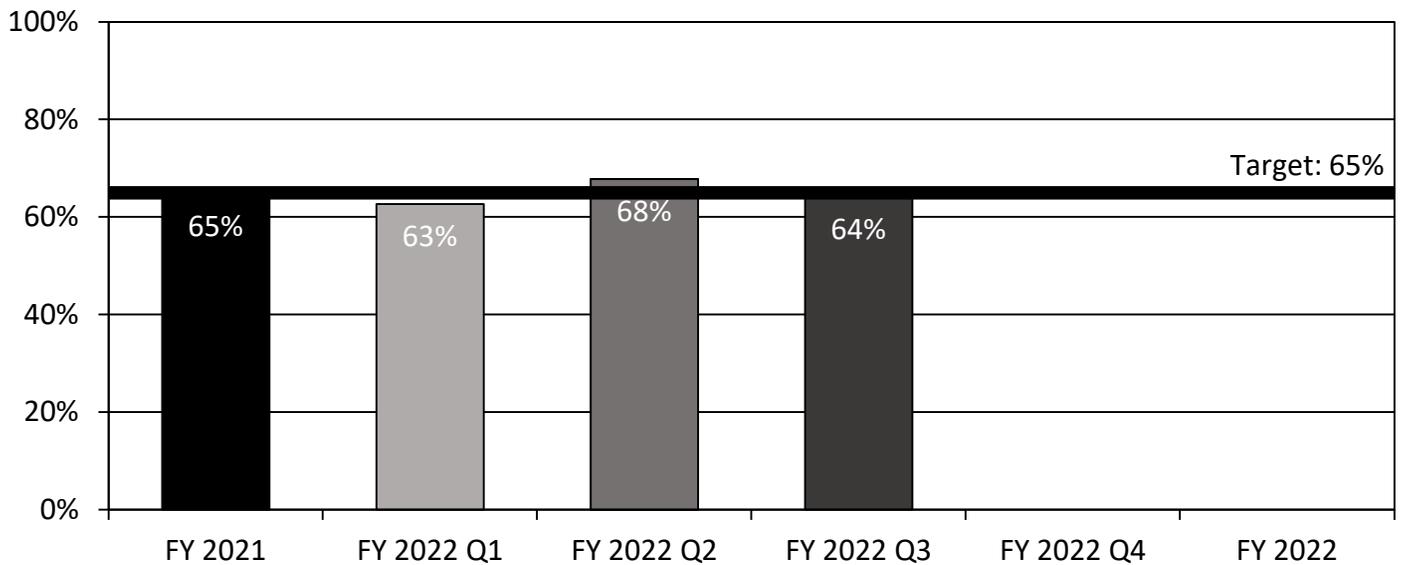
Definition: Percent of individuals who received face-to-face services within one hour of check-in at Emergency Services. Includes clients who received Emergency Services during the current quarter.

Goal: Target of 90% of individuals seen within one hour is based on DBHDS expectation.

Notes: Ninety percent (90%) of clients were seen within an hour, meeting the target. Waiting clients are triaged and served in priority order. Wait time for some clients are greater than one hour, typically when there is a high volume of requests for medication management services or clients under Emergency Custody Orders (ECOs), which are given priority.

Emergency Services

**Percent of Crisis Intervention/Stabilization Services
That Are Less Restrictive Than Psychiatric Hospitalization**



Performance Measure

Definition: Percent of crisis intervention/stabilization services provided by Emergency Services that are less restrictive than psychiatric hospitalization. Includes clients who received crisis intervention/stabilization services during the current quarter.

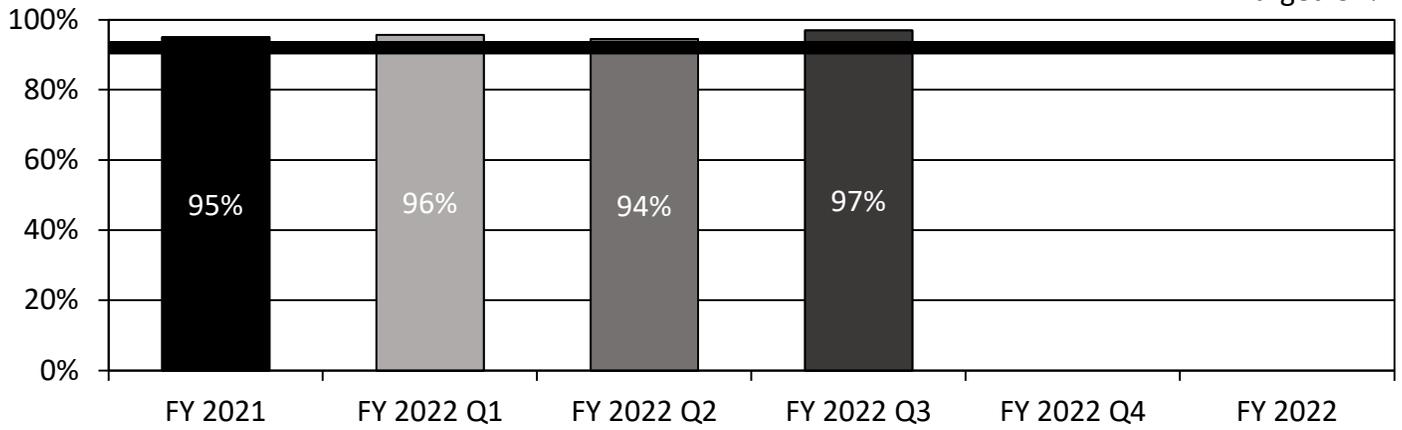
Goal: Target of 65% is set by program staff.

Notes: In Q3, just under 65% of services resulted in an outcome that was less restrictive than psychiatric hospitalization and the overall average for FY22 is on target to meet the goal.

Discharge Planning

Percent of Adults Scheduled for An Assessment Within 7 Days of Hospital Discharge

Target: 92%



Performance Measure

Definition: Percent of adults who are referred to the CSB for follow-up services after discharge from a psychiatric hospital who are scheduled for an assessment within 7 days of hospital discharge date. Includes clients discharged during the current quarter.

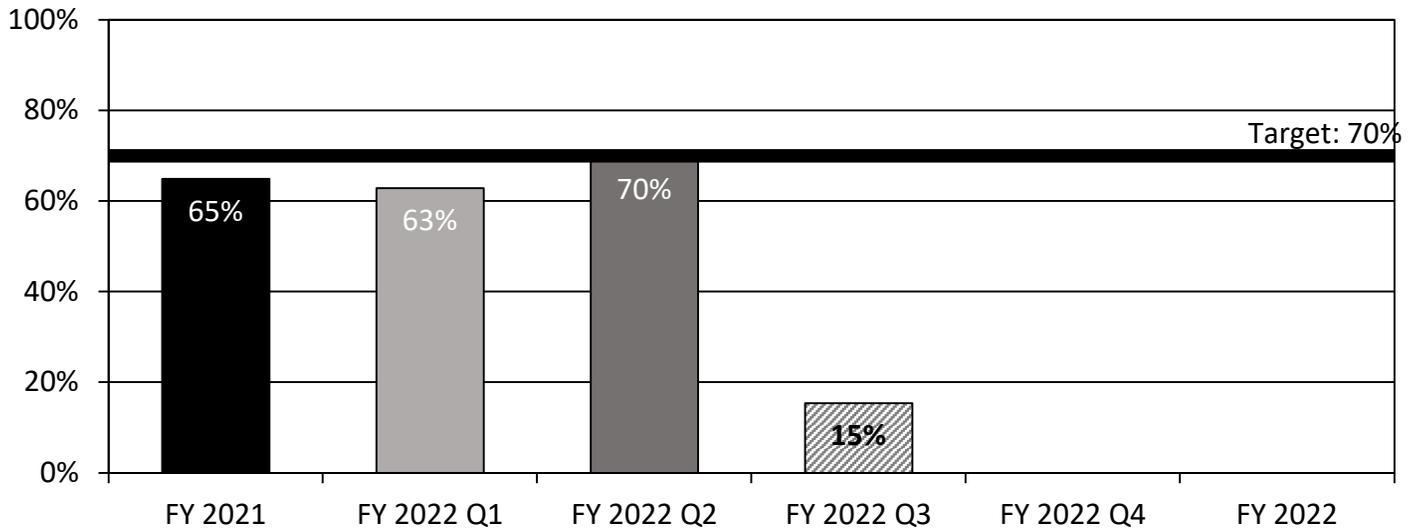
Goal: Target of 92% is set by program staff.

Notes: The Q3 average exceeded the 92% target and continues to out-perform the FY20 average of 82%.

Discharge Planning

Percent of Adults Referred to CSB for Discharge Planning Services Who Remain in Service for At Least 90 Days

Target: 70%



Performance Measure

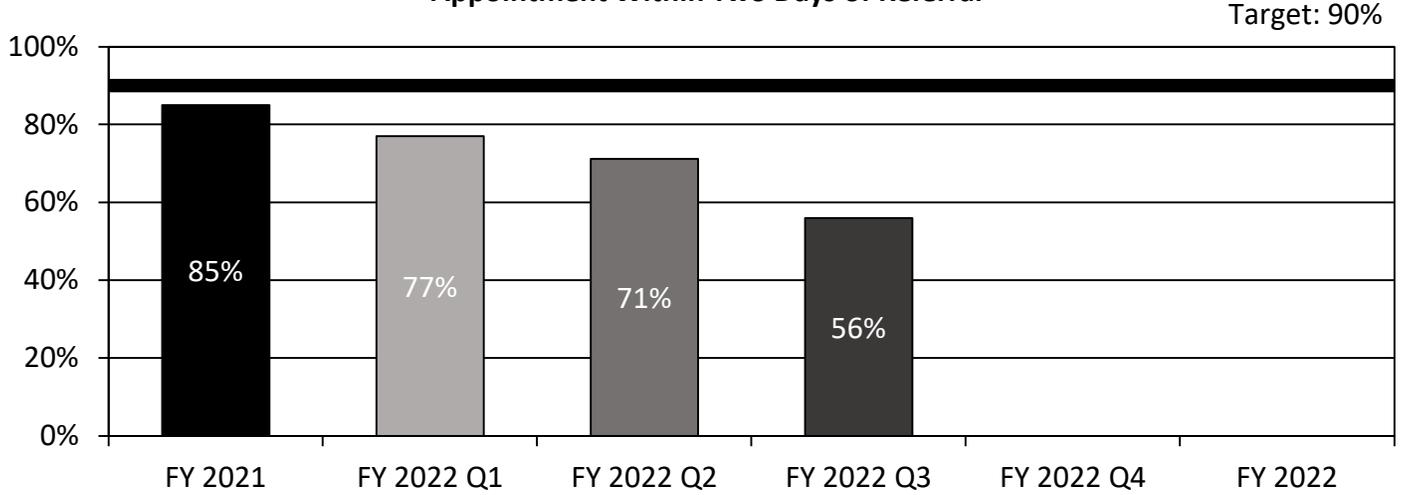
Definition: Percent of adults who are referred to the CSB for follow-up services after discharge from a psychiatric hospital who remain in CSB services for at least 90 days. Includes clients discharged during the current quarter.

Goal: 70% target is set by program staff. National benchmark for related measure of Follow up Within 30 Days of Hospital Discharge is 57-67%, dependent on payer source.

Notes: 70% of clients who were discharged in Q2 have remained in services for 90 days, meeting the program target. All clients discharged in Q3 have not had time to receive services for a full 90 days due to timing of discharge. It is expected that percentages will increase as additional clients have sufficient time to receive services. Staff are monitoring the impact of shorter lengths of stay due to the hospital bed crisis and the increased acuity and complexity of cases observed during the pandemic to mitigate these issues and improve client engagement and retention.

Jail Based Services

Percent of Individuals Who Receive Assessment Appointment Within Two Days of Referral



Performance Measure

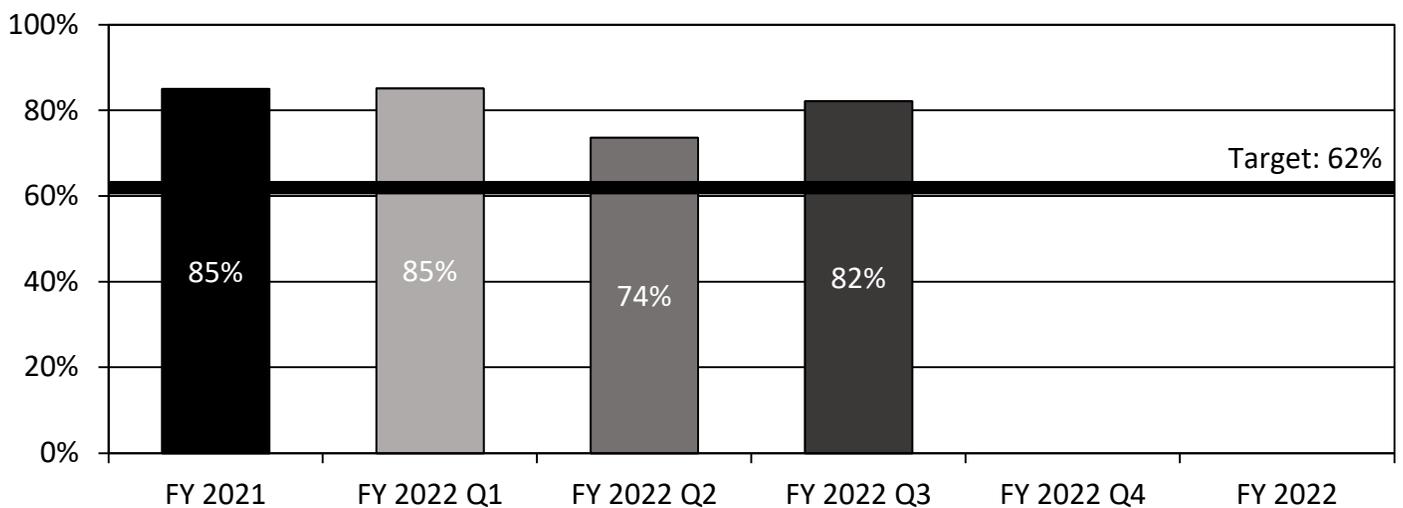
Definition: Percent of individuals in the Adult Detention Center who are assessed by CSB Jail-based staff within two days of referral. Includes clients who were assessed during the current quarter.

Goal: 90% target is set by program staff.

Notes: The percentage of individuals seen within two days of referral remains below the historical average. As a part of the Diversion First initiative, Sheriff's staff administer a Brief Jail Mental Health screening for all inmates, which has led to an increase in the number of referrals to CSB staff, along with increased referrals for the new Medication Assisted Treatment program, and self-referrals from the kiosk systems that have been installed. Program staff review and triage all referrals and individuals and served in priority order. Staff are working to refine this measure and the data collection processes to reflect the Sheriff's 14-day screening requirements and response time for critical referrals.

Jail Based Services

Percent of Individuals Assessed Who Attend Follow-Up Appointment



Performance Measure

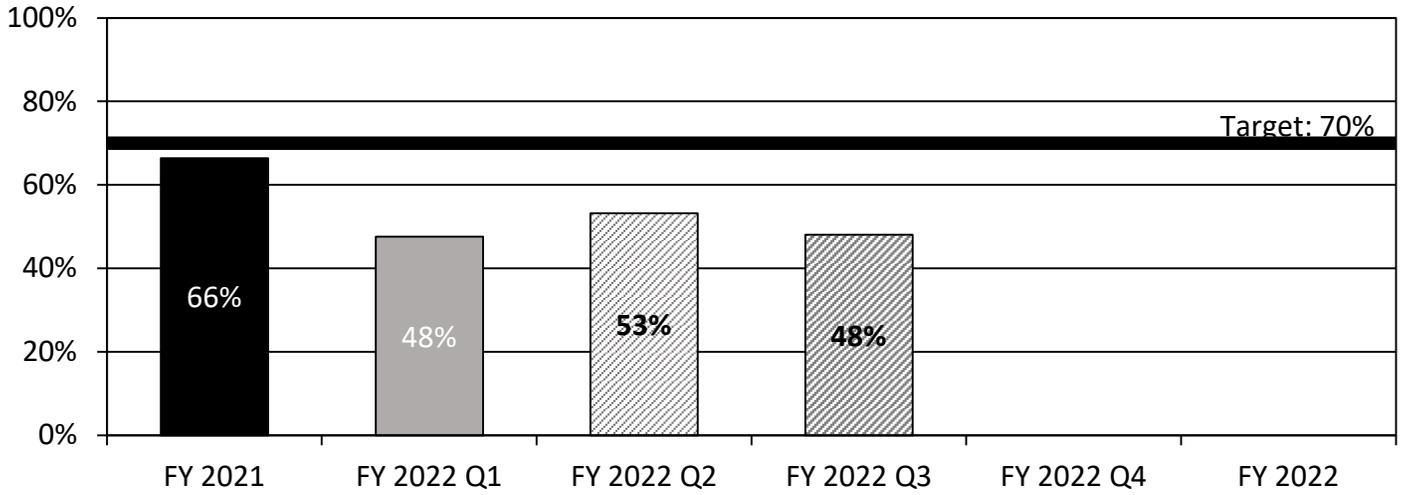
Definition: Percent of individuals in the Adult Detention Center who received an assessment (forensic intake) from CSB Jail-based staff and attended a follow-up service in the jail. Includes clients who were assessed during the current quarter.

Goal: 62% target is set by program staff.

Notes: Follow up services include services to address mental health and/or substance use disorder. In Q2, 82% of individuals receiving an assessment also received a follow up service.

Engagement, Assessment and Referral

Percent of Adults Who Attend Their First Service Appointment



Performance Measure

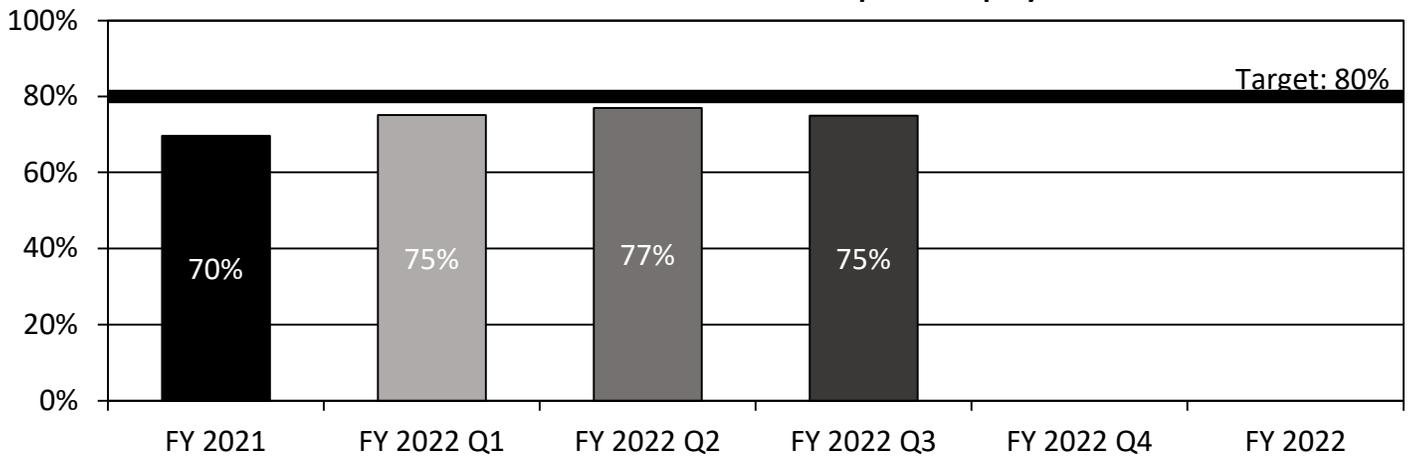
Definition: Percent of adults assessed and recommended for CSB behavioral health outpatient treatment who attend their first service appointment. Includes clients who were assessed during the current quarter.

Goal: 70% target is based on DBHDS Step-VA Same Day Access engagement measure.

Notes: In FY22, 48% of adults assessed in Q1, 53% assessed in Q2, and 48% assessed in Q3 have attended their first treatment appointment to date. The performance on this measure is impacted by wait times for treatment and we are seeing improvement on this measure as compared to Q1. It is anticipated that percentages will increase as there is time to admit additional clients to services from the waiting lists. To facilitate successful treatment engagement, individuals receive regular contacts during the transition from assessment to treatment. DBHDS is monitoring the Step-VA Same Day Access measure and is aware of the existing challenges in meeting this measure. There are no expected consequences from DBHDS based on the current performance level.

Substance Use Outpatient Treatment Services

Percent of Individuals Who Maintain or Improve Employment



Performance Measure:

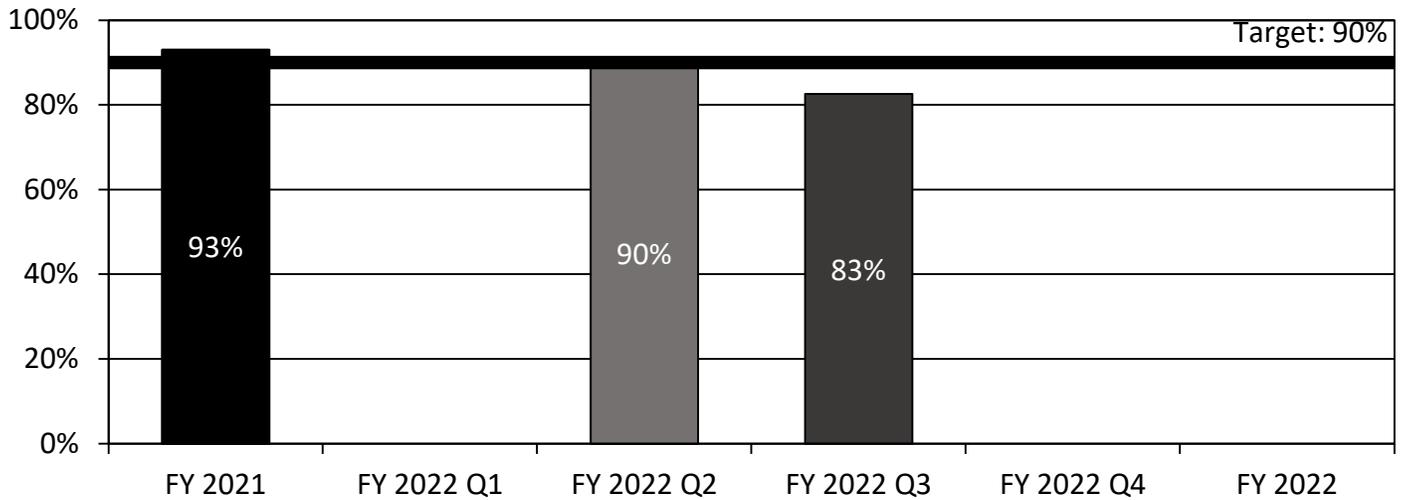
Definition: Percent of adults receiving substance use outpatient treatment services who maintain or improve employment status after participating in at least 60 days of SUD outpatient treatment. Includes adults served during the current quarter who had received at least 60 days of service.

Goal: 80% target is set by program staff.

Notes: Research indicates that gaining and maintaining meaningful employment may lead to lower relapse rates and improve long term outcomes. Although the Q3 average is below the target at 75%, the FY22 performance on this measure has increased over the FY21 average.

Youth Behavioral Health Outpatient

Percent of Youth Who Maintain or Improve School Functioning



Performance Measure:

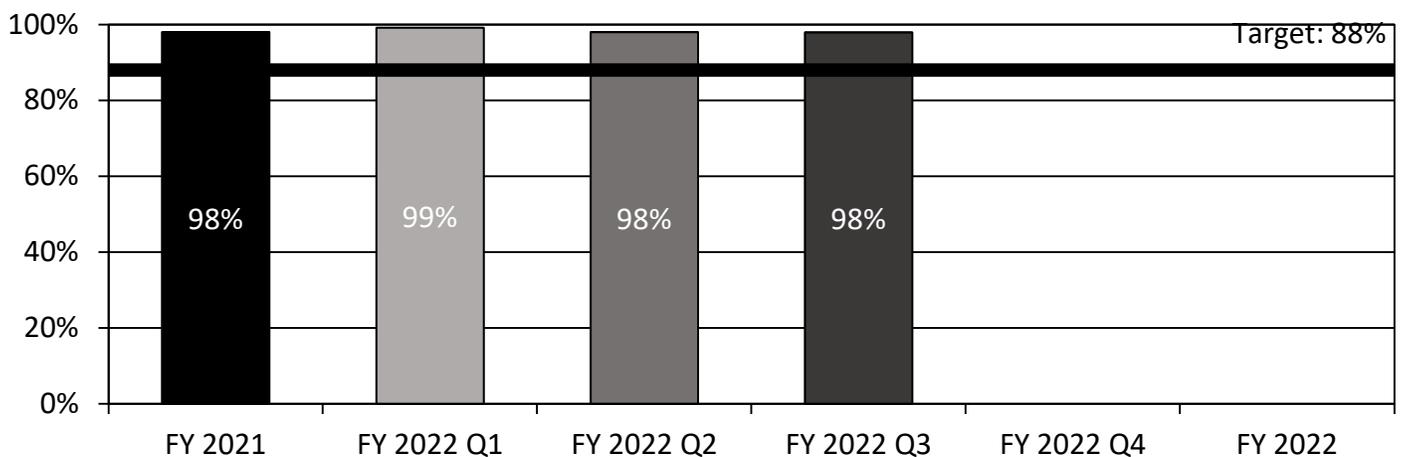
Definition: Percent of youth who maintain or improve school functioning after participating in at least 90 days of outpatient services. Includes youth served during the current quarter who had received services for at least 90 days.

Goal: 90% target is set by program staff.

Notes: The FY22 Q2 average of 90% met the target, with the Q3 average below target at 83%. Staff are monitoring this measure to determine if the change in the reporting frequency requirements are influencing the outcomes. Percentages are not reported for Q1 as most youth do not attend school during much of this reporting period (July – September).

Support Coordination

Percent of Person-Centered Plan Outcomes Met for Individuals in Targeted Support Coordination



Performance Measure:

Definition: Percent of Person-Centered Plan outcomes met for individuals with developmental disabilities receiving Targeted Support Coordination. Includes individuals who had a service plan review during the current quarter.

Goal: 88% goal is set by program staff and the level is consistent with other DBHDS developmental case management performance measures.

Notes: Person-Centered outcomes are developed with active participation from the individual and family members. Challenges to meeting service outcomes include finding specialized providers who can meet the complex needs of individuals and transportation.

	FY 2022 REVISED Budget ⁵	FY 2022 YTD Budget	FY 2022 Actuals April YTD	Variance from YTD Budget	FY 2022 Projection	FY 2022 Projection vs. FY22 REVISED Budget
Est. Beginning Balance	38,790,324	38,790,324	38,790,324	-	38,790,324	-
F Fairfax City	2,218,100	554,525	1,757,862	1,203,337	2,343,816	125,716
F Falls Church City	1,005,368	251,342	796,761	545,419	1,062,348	56,980
F State DBHDS	7,839,233	6,532,694	7,305,315	772,621	7,839,233	-
F Federal Pass Thru SAPT Block Grant	4,053,659	3,378,049	3,473,500	95,451	4,053,659	-
V Direct Federal Food Stamps	154,982	129,152	79,011	(50,141)	94,813	(60,169)
V Program/Client Fees	4,296,500	3,580,417	3,790,276	209,859	4,548,331	251,831
V CSA	890,000	741,667	518,400	(223,266)	622,081	(267,919)
V Medicaid Option	8,582,708	7,152,257	7,933,709	781,452	9,520,451	937,743
V Medicaid Waiver	7,000,000	5,833,333	6,226,477	393,144	7,471,773	471,773
V Miscellaneous	124,800	104,000	104,000	-	124,800	-
Non-County Revenue	36,165,350	28,257,435	31,985,311	3,727,876	37,681,304	1,515,954
General Fund Transfer	150,158,878	150,158,878	150,158,878	-	150,158,878	-
Total Available	225,114,552	217,206,637	220,934,513	3,727,876	226,630,506	1,515,954
Compensation	90,244,263	68,450,532	65,588,407	2,862,125	84,745,418	5,498,845
Fringe Benefits	38,463,039	29,433,708	27,623,391	1,810,317	35,691,609	2,771,430
Operating	71,907,646	48,813,370	37,511,579	11,301,791	45,013,894	26,893,752
Recovered Cost (WPF0)	(1,568,760)	(522,920)	(1,048,366)	525,446	(1,258,040)	(310,720)
Capital	898,899	500,000	399,035	100,965	478,842	420,057
Transfer Out	15,000,000	15,000,000	15,000,000	-	15,000,000	-
Total Disbursements	214,945,087	161,674,690	145,074,045	16,600,645	179,671,723	35,273,364
Ending Balance	10,169,465	55,531,947	75,860,468		46,958,783	
DD MW Redesign Reserve ¹	2,500,000	2,500,000			2,500,000	
Medicaid Replacement Reserve ²	2,800,000	2,800,000			2,800,000	
Opioid Epidemic MAT Reserve ³	50,000	50,000			50,000	
Diversion First Reserve ⁴	4,408,162	4,408,162			4,408,162	
Unreserved Balance	411,303				37,200,621	

Key

F Fixed Annual Allocations

V Variable Revenue based on number of services provided and total billing collections

1 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.

2 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.

3 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.

4 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.

5 FY22 Revised Budget reflects BOS Approved Carryover adjustments. They are:

*\$1.5M for 1x bonus for merit and non-merit employees

*\$10.1M for FY21 encumbrances to occur in FY22

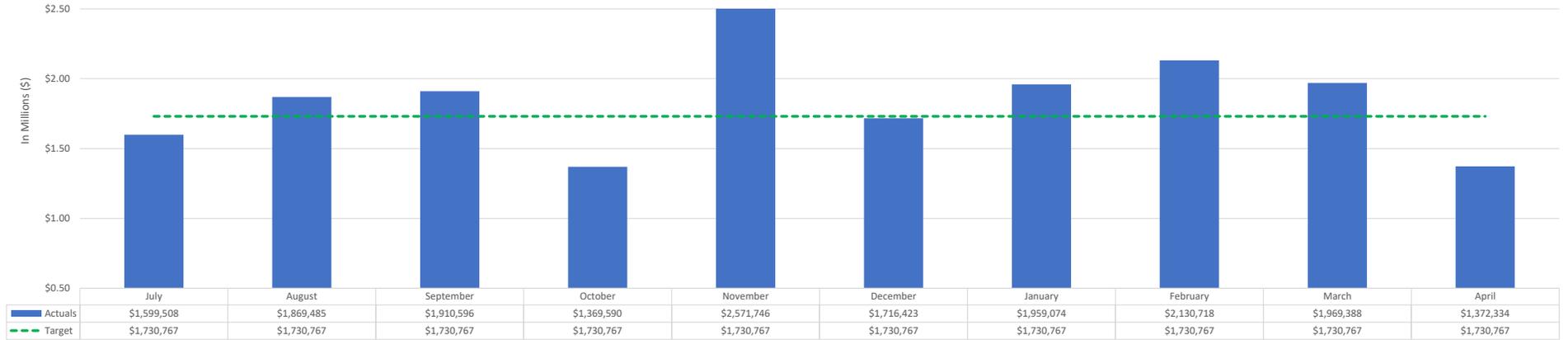
*\$15M transfer to general fund

*\$250K appropriation from Opioid Task Force reserve

*\$250K for additional capital projects

April FY22 YTD Revenue Analysis

Variable Revenue by Month
FY22
Actuals vs. Target



Variable Revenue by Category
FY22 Year to Date
Actuals vs. Target



Fairfax-Falls Church Community Services Board
 Operating Expenditures
 Program Budget vs. Actuals
 April FY22 YTD

SERVICE/PROGRAM AREA	FUND 400-C40040 (UNRESTRICTED FEDERAL, LOCAL AND STATE)			FUND 500-C50000 (RESTRICTED FEDERAL, STATE AND OTHER)			TOTAL (UNRESTRICTED, RESTRICTED FEDERAL, STATE AND OTHER)		
	Budget	Actuals	Variance	Budget	Actuals	Variance	Budget	Actuals	Variance
G761501 - CSB Office of the Deputy Director - Clinical									
G761001004 - Consumer & Family Affairs	\$ -	\$ 110	\$ (110)				\$ -	\$ 110	\$ (110)
G761001008 - Medical Services	\$ -	\$ 23,262	\$ (23,262)				\$ -	\$ 23,262	\$ (23,262)
G761501002 - Consumer & Family Affairs	\$ 1,884,333	\$ 1,488,176	\$ 396,157	\$ (5,795)	\$ (58,595)	\$ 52,799	\$ 1,878,537	\$ 1,429,581	\$ 448,956
G761501003 - Medical Services	\$ 14,505,037	\$ 9,448,215	\$ 5,056,823	\$ 130,000	\$ -	\$ 130,000	\$ 14,635,037	\$ 9,448,215	\$ 5,186,823
G761501004 - Opioid Task Force	\$ 4,225,018	\$ 2,090,545	\$ 2,134,472				\$ 4,225,018	\$ 2,090,545	\$ 2,134,472
G761501005 - Utilization Management	\$ 646,148	\$ 444,209	\$ 201,939				\$ 646,148	\$ 444,209	\$ 201,939
G761501 - CSB Office of the Deputy Director - Clinical Total	\$ 21,260,536	\$ 13,494,517	\$ 7,766,018	\$ 124,205	\$ (58,595)	\$ 182,799	\$ 21,384,740	\$ 13,435,923	\$ 7,948,817
G762001 - Engagement Asmt & Referral Services									
G761001011 - Wellness Health Promotion Prevention	\$ -	\$ (0)	\$ 0				\$ -	\$ (0)	\$ 0
G762001001 - EAR Program Management	\$ 405,106	\$ 240,087	\$ 165,019	\$ 0	\$ -	\$ 0	\$ 405,106	\$ 240,087	\$ 165,019
G762001002 - Entry, Referral, & Assessment	\$ 2,831,455	\$ 1,711,442	\$ 1,120,013	\$ 145,706	\$ (132,804)	\$ 278,510	\$ 2,977,161	\$ 1,578,639	\$ 1,398,523
G762001004 - Wellness Health Promotion Prevention	\$ 2,347,862	\$ 1,605,138	\$ 742,723	\$ 127,284	\$ 119,836	\$ 7,447	\$ 2,475,145	\$ 1,724,974	\$ 750,171
G762001 - Engagement Asmt & Referral Services Total	\$ 5,584,423	\$ 3,556,667	\$ 2,027,755	\$ 272,990	\$ (12,968)	\$ 285,957	\$ 5,857,412	\$ 3,543,700	\$ 2,313,713
G762002 - Emergency & Crisis Care Services									
G762002001 - Emergency & Crisis Care Svcs Program Mgm	\$ 207,047	\$ 156,685	\$ 50,362				\$ 207,047	\$ 156,685	\$ 50,362
G762002002 - Adult Crisis Stabilization	\$ 3,318,732	\$ 2,939,632	\$ 379,100				\$ 3,318,732	\$ 2,939,632	\$ 379,100
G762002004 - Emergency	\$ 6,759,072	\$ 5,265,364	\$ 1,493,707	\$ 209,296	\$ 145,125	\$ 64,171	\$ 6,968,367	\$ 5,410,489	\$ 1,557,878
G762002 - Emergency & Crisis Care Services Total	\$ 10,284,850	\$ 8,361,681	\$ 1,923,170	\$ 209,296	\$ 145,125	\$ 64,171	\$ 10,494,146	\$ 8,506,806	\$ 1,987,340
G762003 - Residential Treatment & Detoxification Services									
G762002003 - Detoxification & Diversion	\$ 176,768	\$ 16,446	\$ 160,322				\$ 176,768	\$ 16,446	\$ 160,322
G762003001 - Residential Treatment Program Management	\$ 213,307	\$ 188,565	\$ 24,743				\$ 213,307	\$ 188,565	\$ 24,743
G762003002 - Residential Admissions & Support	\$ 798,872	\$ 638,867	\$ 160,005				\$ 798,872	\$ 638,867	\$ 160,005
G762003003 - A New Beginning	\$ 3,666,187	\$ 2,786,652	\$ 879,535				\$ 3,666,187	\$ 2,786,652	\$ 879,535
G762003004 - Crossroads Adult	\$ 3,328,655	\$ 2,577,785	\$ 750,870				\$ 3,328,655	\$ 2,577,785	\$ 750,870
G762003005 - New Generations	\$ 1,508,442	\$ 1,246,057	\$ 262,385				\$ 1,508,442	\$ 1,246,057	\$ 262,385
G762003006 - Cornerstones	\$ 2,294,210	\$ 1,872,731	\$ 421,479				\$ 2,294,210	\$ 1,872,731	\$ 421,479
G762003007 - Residential Treatment Contract	\$ 1,678,164	\$ 245,906	\$ 1,432,258				\$ 1,678,164	\$ 245,906	\$ 1,432,258
G762003008 - Detoxification Services	\$ 4,420,122	\$ 3,478,966	\$ 941,156				\$ 4,420,122	\$ 3,478,966	\$ 941,156
G762003 - Residential Treatment & Detoxification Services Total	\$ 18,084,728	\$ 13,051,975	\$ 5,032,753	\$ -	\$ -	\$ -	\$ 18,084,728	\$ 13,051,975	\$ 5,032,753
G762005 - Youth & Family Services									
G762005001 - Youth & Family Program Management	\$ 337,638	\$ 162,049	\$ 175,589				\$ 337,638	\$ 162,049	\$ 175,589
G762005002 - Youth & Family Outpatient	\$ 6,001,124	\$ 4,552,398	\$ 1,448,726				\$ 6,001,124	\$ 4,552,398	\$ 1,448,726
G762005003 - Youth & Family Day Treatment	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -
G762005004 - Youth Resource Team	\$ 1,653,464	\$ 990,550	\$ 662,914	\$ 80,039	\$ 54,036	\$ 26,003	\$ 1,733,503	\$ 1,044,586	\$ 688,917
G762005005 - Wraparound Fairfax	\$ 833,912	\$ 707,004	\$ 126,908				\$ 833,912	\$ 707,004	\$ 126,908
G762005006 - Court Involved Youth	\$ 456,928	\$ 535,134	\$ (78,206)	\$ 1,237	\$ 1,185	\$ 52	\$ 458,165	\$ 536,319	\$ (78,154)
G762005009 - Youth & Family Contract	\$ 816,528	\$ 368,415	\$ 448,113				\$ 816,528	\$ 368,415	\$ 448,113
G762005 - Youth & Family Services Total	\$ 10,099,594	\$ 7,315,550	\$ 2,784,044	\$ 81,276	\$ 55,221	\$ 26,054	\$ 10,180,870	\$ 7,370,771	\$ 2,810,099
G762006 - Diversion & Jail-Based Services									
G763006002 - Forensic Services	\$ 1,782,985	\$ 244,186	\$ 1,538,799	\$ 46,711	\$ 48,211	\$ (1,500)	\$ 1,829,696	\$ 292,397	\$ 1,537,299
G763006007 - Jail Diversion	\$ 578,014	\$ 202,735	\$ 375,279	\$ 149,557	\$ 305,466	\$ (155,909)	\$ 727,571	\$ 508,202	\$ 219,369
G762006001 - Diversion & Jail-Based Program Mgmt	\$ -	\$ 1,541	\$ (1,541)				\$ -	\$ 1,541	\$ (1,541)
G762006002 - Jail Diversion	\$ 2,258,929	\$ 1,879,098	\$ 379,831				\$ 2,258,929	\$ 1,879,098	\$ 379,831
G762006003 - Forensic Services	\$ 2,582,221	\$ 1,102,769	\$ 1,479,452				\$ 2,582,221	\$ 1,102,769	\$ 1,479,452
G762006 - Diversion & Jail-Based Services Total	\$ 7,202,149	\$ 3,430,330	\$ 3,771,819	\$ 196,268	\$ 353,677	\$ (157,409)	\$ 5,139,488	\$ 1,904,909	\$ 3,234,579
G763001 - Behavioral Health Outpatient & Case Mgmt Svcs									
G763001001 - Behavioral Health OP & CM Program Mgmt	\$ 201,079	\$ 170,916	\$ 30,163				\$ 201,079	\$ 170,916	\$ 30,163
G763001002 - Adult Outpatient & Case Management	\$ 13,018,325	\$ 10,014,090	\$ 3,004,235				\$ 13,018,325	\$ 10,014,090	\$ 3,004,235
G763001005 - Adult Partial Hospitalization	\$ 1,170,516	\$ 787,454	\$ 383,062				\$ 1,170,516	\$ 787,454	\$ 383,062
G763001 - Behavioral Health Outpatient & Case Mgmt Svcs Total	\$ 14,389,920	\$ 10,972,460	\$ 3,417,460	\$ -	\$ -	\$ -	\$ 14,389,920	\$ 10,972,460	\$ 3,417,460
G763002 - Support Coordination Services									
G763002001 - Support Coordination Program Management	\$ 209,894	\$ 102,071	\$ 107,823				\$ 209,894	\$ 102,071	\$ 107,823
G763002002 - Support Coordination	\$ 11,841,486	\$ 8,308,114	\$ 3,533,372				\$ 11,841,486	\$ 8,308,114	\$ 3,533,372
G763002003 - Support Coordination Contracts	\$ 976,708	\$ 257,342	\$ 719,366				\$ 976,708	\$ 257,342	\$ 719,366
G763002 - Support Coordination Services Total	\$ 13,028,088	\$ 8,667,526	\$ 4,360,561	\$ -	\$ -	\$ -	\$ 13,028,088	\$ 8,667,526	\$ 4,360,561
G763003 - Employment & Day Services									
G763003001 - Employment & Day Program Management	\$ 2,385,553	\$ 2,375,838	\$ 9,715				\$ 2,385,553	\$ 2,375,838	\$ 9,715
G763003002 - Behavioral Health Emp & Day Direct	\$ 785,454	\$ 530,049	\$ 255,404				\$ 785,454	\$ 530,049	\$ 255,404
G763003003 - Behavioral Health Emp & Day Contract	\$ 2,709,328	\$ 2,016,183	\$ 693,144	\$ 237,068	\$ 57,805	\$ 179,264	\$ 2,946,396	\$ 2,073,988	\$ 872,408
G763003004 - ID Emp & Day Direct	\$ 171,950	\$ -	\$ 171,950				\$ 171,950	\$ -	\$ 171,950
G763003005 - ID Emp & Day Contract	\$ 24,000,766	\$ 8,963,491	\$ 15,037,274				\$ 24,000,766	\$ 8,963,491	\$ 15,037,274
G763003006 - ID Emp & Day Self-Directed	\$ 2,388,136	\$ 2,281,561	\$ 106,575				\$ 2,388,136	\$ 2,281,561	\$ 106,575
G763003 - Employment & Day Services Total	\$ 32,441,186	\$ 16,167,124	\$ 16,274,062	\$ 237,068	\$ 57,805	\$ 179,264	\$ 32,678,254	\$ 16,224,928	\$ 16,453,326
G763004 - Assisted Community Residential Services									

Fairfax-Falls Church Community Services Board
 Operating Expenditures
 Program Budget vs. Actuals
 April FY22 YTD

SERVICE/PROGRAM AREA	FUND 400-C40040 (UNRESTRICTED FEDERAL, LOCAL AND STATE)			FUND 500-C50000 (RESTRICTED FEDERAL, STATE AND OTHER)			TOTAL (UNRESTRICTED, RESTRICTED FEDERAL, STATE AND OTHER)		
	Budget	Actuals	Variance	Budget	Actuals	Variance	Budget	Actuals	Variance
G763004001 - Assist Community Residential Prog Mgmt	\$ 156,977	\$ 103,646	\$ 53,331				\$ 156,977	\$ 103,646	\$ 53,331
G763004002 - Asst Comm Residential Direct	\$ 9,287,597	\$ 6,509,349	\$ 2,778,247				\$ 9,287,597	\$ 6,509,349	\$ 2,778,247
G763004003 - Asst Comm Residential Contract	\$ 5,167,096	\$ 2,994,858	\$ 2,172,238				\$ 5,167,096	\$ 2,994,858	\$ 2,172,238
G763004004 - Stevenson Place	\$ 1,151,316	\$ 598,638	\$ 552,679				\$ 1,151,316	\$ 598,638	\$ 552,679
G763004 - Assisted Community Residential Services Total	\$ 15,762,986	\$ 10,206,491	\$ 5,556,495	\$ -	\$ -	\$ -	\$ 15,762,986	\$ 10,206,491	\$ 5,556,495
G763005 - Supportive Community Residential Services									
G763005001 - Support Community Residential Prog Mgmt	\$ 1,087,457	\$ 970,373	\$ 117,084				\$ 1,087,457	\$ 970,373	\$ 117,084
G763005002 - Supportive Residential Direct	\$ 2,059,608	\$ 1,499,867	\$ 559,740				\$ 2,059,608	\$ 1,499,867	\$ 559,740
G763005003 - RIC	\$ 3,037,833	\$ 2,224,072	\$ 813,761				\$ 3,037,833	\$ 2,224,072	\$ 813,761
G763005008 - New Horizons	\$ 3,417,715	\$ 163,302	\$ 3,254,413				\$ 3,417,715	\$ 163,302	\$ 3,254,413
G763005009 - Support Community Residential Contract	\$ 157,977	\$ 2,645,350	\$ (2,487,373)				\$ 157,977	\$ 2,645,350	\$ (2,487,373)
G763005 - Supportive Community Residential Services Total	\$ 11,313,781	\$ 7,502,887	\$ 3,810,894	\$ -	\$ -	\$ -	\$ 11,313,781	\$ 7,502,887	\$ 3,810,894
G763006 - Intensive Community Treatment Svcs									
G762001003 - Outreach	\$ 1,000	\$ 8	\$ 992	\$ (0)	\$ (3,842)	\$ 3,842	\$ 1,000	\$ (3,834)	\$ 4,834
G763006001 - ICT Program Management	\$ 30,073	\$ 166,839	\$ (136,766)				\$ 30,073	\$ 166,839	\$ (136,766)
G763006003 - Assertive Community Treatment	\$ 2,627,599	\$ 1,203,549	\$ 1,424,051				\$ 2,627,599	\$ 1,203,549	\$ 1,424,051
G763006004 - Intensive Case Management	\$ 1,558,597	\$ 1,856,882	\$ (298,285)				\$ 1,558,597	\$ 1,856,882	\$ (298,285)
G763006005 - Discharge Planning	\$ 53,122	\$ 764,059	\$ (710,937)	\$ 6,365	\$ (8,620)	\$ 14,986	\$ 59,487	\$ 755,439	\$ (695,951)
G763006008 - Outreach	\$ -	\$ 423,881	\$ (423,881)				\$ -	\$ 423,881	\$ (423,881)
G763006 - Intensive Community Treatment Svcs Total	\$ 4,270,391	\$ 4,415,217	\$ (144,827)	\$ 6,365	\$ (12,462)	\$ 18,827	\$ 4,276,756	\$ 4,402,755	\$ (125,999)
Program Budget Total	\$ 163,722,631	\$ 107,142,426	\$ 56,580,205	\$ 1,127,467	\$ 527,804	\$ 599,663	\$ 162,591,169	\$ 105,791,132	\$ 56,800,038
<i>Non-Program Budget Total¹</i>	<i>\$ 51,172,456</i>	<i>\$ 37,930,647</i>	<i>\$ 13,241,809</i>	<i>\$ 4,840,312</i>	<i>\$ 360,254</i>	<i>\$ 4,480,058</i>	<i>\$ 56,012,768</i>	<i>\$ 38,290,901</i>	<i>\$ 17,721,867</i>
TOTAL FUND	\$ 214,895,087	\$ 145,073,073	\$ 69,822,015	\$ 5,967,779	\$ 888,058	\$ 5,079,721	\$ 220,862,866	\$ 145,961,131	\$ 74,901,735

Comments

¹Non-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**

Supportive Community Residential Services (SCRS)

David Simmons, Service Director
May 25, 2022

Directly Operated Services: Supervised Residential Program



Services

- Supervised Living for Adults with SMI
- Supportive Living for Adults with SMI

Overarching Goal for Services

- Residential Supports: maintain stability and develop independent living skills

Location

- North, Central, and South County

Staffing

Supervised : Flex Staffing: 24/7 supports
Supportive: M-F flex staffing

The Numbers

Supervised: 56 beds

- FY21: served 60 individuals
- FY21: 17,854 bed-days
- FY21: 98% utilized

Supportive

FY21: 12,442 Service Hours provided
FY21: 92.2% utilized

Contracted Services: Intensive Residential Services



Services

- Serious Mental Illness (SMI) specialized Co-occurring Services
- Onsite psychiatric services
- 24/7 awake supports
- Onsite nursing care: 1 LPN
- Assessment/Connection to CSB & Community Services
- Intensive Residential Supports to achieve and maintain stability in the community

Location

- South County

Contract

- Contractor is Gateway Homes, Inc.
- Contracts ends in 2027.
- 16 bed facility for adults
- CSB manages referrals to this level of care.

The Numbers

- FY21: 20 individuals served
- FY21: 4,232 bed-days

Contracted Services: Supervised Residential Services



Services

- Serious Mental Illness (SMI) specialized Co-Occurring Services
- Flexible staffing up to awake 24/7
- Supports depending on individual & house acuity
- CSB MH Centers offer Case Management & Psychiatric Services
- Residential Supports to maintain stability & develop independent living skills

Location

- South County

Contract

- Contractor is Gateway Homes, Inc.
- 10-year award ending in 2027
- Ability to grow contracted services during lifetime of award
- 8 bed group homes
- CSB manages referrals to this level of care.

The Numbers

- FY21: 12,573 bed days
- FY21: 96% utilized

Oversight & Coordination: Dept. of Behavioral Health Permanent Supportive Housing



Information

- Contractor is Pathway Homes, Inc.
- Direct funding to Pathways from DBHDS
- Permanent Housing for 93 individuals in single occupancy units
- Prioritizes homeless population in state hospitals, community & supervised setting
- FY23 proposed expansion by DBHDS

CSB Services

- Case Management
- Psychiatric services
- Management of referrals

Contracted Services: Diversion First Housing Program



- Information
 - Contractor is New Hope Housing with direct County funding.
 - Permanent Housing for 30 individuals in single occupancy units
 - Priority: Homeless individuals and/or unstably housed Jail Diversion population
- CSB Services
 - Case Management
 - Psychiatric Services
 - Management of referrals

Other Supports



Funding Supports

- Tenancy Supports
 - Vendor provides pre & post tenancy supports
 - DBHDS funded
 - Help persons with DD transition to independent housing for the first time
- Flex Funding
 - DBHDS funded
 - Reimburse individuals & families for expenses incurred during move in or to maintain housing

Housing Supports

- Shelter Plus Care – 118 bed capacity
- Brain Foundation – 36 beds

Contracted Services: Supportive Residential Services



Services

- Individuals can receive up to 8 MHSB units/month. Units are modeled after the Medicaid standard.
- Mental Health Skill Building Services to uninsured individuals in Specific Permanent Housing programs
- CSB MH Centers offer case management and psychiatric services.

Location

- North, Central, and South County

The Numbers

Current capacity is limited to 241 individuals served in these specific grants.

Current billing rate per unit \$83.36. Medicaid 2021 rate is \$91 per unit. This gives the incentive for the individual served and contractor to be connected to Medicaid.

FY21: average served was 132 individuals

Contract

- Contractor is PRS, Inc. with a 10-year award ending in 2027
- Ability to grow contracted service during lifetime of the award
- Supports DFHP, Shelter Plus Care, and DBHDS PSH
- If funding is secured this service can be utilized for other targeted populations.

Permanent Supportive Housing by Funding Source



Federal Funding	State Funding	Local Funding
Shelter Plus Care	DBHDS	DFHP
118 Beds	93 Beds	30 Beds
Pathway Homes	Pathway Homes	New Hope Housing
Targeting chronic homelessness	Targeting State hospital discharge homeless & chronic homelessness	Targeting homelessness along the intercept model

Future Focus



- Expansion of Permanent Supportive Housing
- Expansion of Contracted Supervised Residential
- Exploring funding options for the expansion of Diversion First Housing Project



Questions?



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AGENDA ITEM
#6.11

2022 CSB Board and Committee Meetings

Fairfax-Falls Church Community Services Board

	Service Delivery Oversight Committee	Compliance Committee	Executive Committee	Fiscal Oversight Committee	CSB Board
2022 Meetings	2 nd Wednesday 5:00p.m.	3 rd Wednesday 4:00 p.m.	3 rd Wednesday 4:30 p.m.	3 rd Thursday 4:00 p.m.	4 th Wednesday 5:00p.m.
January	*	19	19	20	26
February	9	16	16	17	23
March	*	16	16	17	23
April	13	20	20	21	27
May	*	18	18	19	25
June	8	15	15	16	22
July	*	20	20	21	27
August	10	17	17	18	24
September	*	21	21	22	28
October	12	19	19	20	26
November	*	9**	9**	10**	16**
December	7**	14**	14**	15**	21**

*No Meeting

** Meeting date changed to accommodate holiday schedule

Accommodate: Thanksgiving, Christmas Day, and New Year's Day Holidays

Note: All in person Committee and Board meetings are held at the Merrifield Center, Room 3-314, West

Approved: 11-17-2021

AGENDA ITEM
#7.1

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

May 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4 VACSB Development & Training Conference *	5 VACSB Development & Training Conference *	6 VACSB Development & Training Conference *	7 CSB BOARD RETREAT	8
9	10	11	12 Merrifield Renaming Ceremony 4:30p.m.	13 Pathways to Wellness Conference	14	15
16	17	18 Compliance Committee Meeting – 4:00 p.m. Access: 843 7887 0724 Passcode: 826408 Executive Committee Meeting – 4:30 p.m. Access: 844 7399 4198 Passcode: 680682	19 Fiscal Oversight Committee Meeting – 4:00 p.m.	20	21	22
23	24	25 CSB Board Meeting – 5:00 p.m.	26	27	28	29
30	31 Memorial Day					

Board Review, Action, or Information:

- Review of County Legislative Proposals in Preparation for the Human Services Issue Paper (R)
- Revised Fee Policy and Related Materials Presented to the Board of Supervisors for Approval (A) (Effective July 1, 2022)
- **CSB Board Retreat Saturday, May 7, 2022, 9:00 a.m. – 1:00p.m.**

Events of Interest:

- ***VACSB Development & Training Conference May 4-6, 2022 (Hyatt Regency – Reston, VA)**
- CSB Executive Director Evaluation due in June 2022
- Board of Supervisors Adoption of County FY 2023 Budget

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

June 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7 BOS Meeting	8 *Service Delivery Oversight Committee Meeting – 5:00 p.m.	9	10	11	12
13	14	15 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	16 Fiscal Oversight Committee Meeting – 4:00p.m.	17	18	19
20 Juneteenth Holiday	21 BOS Meeting	22 CSB Board Meeting – 5:00p.m.	23	24	25	26
27	28	29	30			

Board Review, Action, or Information:

- Election of CSB Board Officers (A)
- SDOC Associate Member Nominations and Appointment (A)
- Community Services Performance Contract Renewal (A)
- CSB Board Review of Human Services Issues Paper (R)

Events of Interest:

- Budget Carryover Due in July 2022
- Board of Supervisors Meetings
- CSB's Spirit of Excellence Award Ceremony – June 9, 2022

*SDOC meets on the 2nd Wednesday of every even month

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

July 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1 FY 2023 BEGINS	2	3
4 Independence Day	5	6	7	8	9	10
11	12 BOS Meeting	13	14	15	16	17
18	19	20 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	21 Fiscal Oversight Committee Meeting – 4:00p.m.	22	23	24
25	26 BOS Meeting *BAC Appts	27 CSB Board Meeting – 5:00 p.m.	28	29	30	31

Board Review, Action, or Information:

- Approval of FY 2023 Budget in Concept (A)
- Match Members with General Assembly Representatives for Outreach (A)
- Schedule Fall Outreach with General Assembly Legislators (A)
- Review of Legislative Talking Points (R)
- Board Carryover Actions (R)
- Approval to Submit Annual FYE 2021 Report (A)

Events of Interest:

- Upcoming: Board of Supervisors (BOS) Carryover Approvals
- Upcoming: VACSB Public Policy Conference 2022

*BAC Appointments: Boards, Authorities, and Commissions

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

August 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3	4	5	6	7
8	9	10 *Service Delivery Oversight Committee Meeting – 5:00 p.m.	11	12	13	14
15	16	17 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	18 Fiscal Oversight Committee Meeting – 4:00 p.m.	19	20	21
22	23	24 CSB Board Meeting – 5:00 p.m.	25	26	27	28
29	30	31				

Board Review, Action, or Information:

- Draft of Annual FYE Report to CSB Board Chair 08/31/2022 (R)

Events of Interest:

- Upcoming: VACSB Public Policy Conference
- Upcoming: Review of FY 2023 Budget

*SDOC meets on the 2nd Wednesday of every even month

**FAIRFAX- FALLS CHURCH
COMMUNITY SERVICES BOARD**

September 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5 Labor Day	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 BOS Meeting *BAC Appts	21 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	22 Fiscal Oversight Committee Meeting – 4:00 p.m.	23	24	25
26	27	28 CSB Board Meeting – 5:00 p.m.	29	30		

Board Review, Action, or Information:

- Approval to submit annual FYE 2022 Report (A)
- General Assembly Legislative Session (A)

Events of Interest:

- Board of Supervisors Carryover Approvals
- Upcoming: VACSB Public Policy Conference

*BAC Appointments: Boards, Authorities, and Commissions

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

October 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4 BOS Meeting	5	6	7	8	9
10	11	12 **Service Delivery Oversight Committee Meeting – 5:00 p.m.	13	14	15	16
17	18 BOS Meeting *BAC Appts	19 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	20 Fiscal Oversight Committee Meeting – 4:00 p.m.	21	22	23
24	25	26 CSB Board Meeting – 5:00 p.m.	27	28	29	30

Board Review, Action, or Information:

- Begin Preparation for January 2023 CSB Testimony – Local General Assembly Hearings (R)
- Submission of Annual FYE Report to Board of Supervisors, Fairfax City, and Falls Church City

Events of Interest:

- VACSB Public Policy Conference
- Review and Prepare Board of Supervisors Legislative Priority Issues, VACBS, & Region II CSB Priorities

*BAC Appointments: Boards, Authorities, and Commissions

**SDOC meets on the 2nd Wednesday of every even month

**FAIRFAX- FALLS CHURCH
COMMUNITY SERVICES BOARD**

November 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8 Election Day	9 *Compliance Committee Meeting – 4:00 p.m. *Executive Committee Meeting – 4:30 p.m.	10 *Fiscal Oversight Committee Meeting – 4:00 p.m.	11 Veteran's Day	12	13
14	15	16 *CSB Board Meeting – 5:00 p.m.	17	18	19	20
21	22	23	24 Thanksgiving Holiday	25 Thanksgiving Holiday	26	27
28	29	30				

Board Review, Action, or Information:

- CSB Board Meeting Schedule Approval (A)
- Identify CSB speakers, priorities & prepare testimony for January 2023 Hearings (R)
- FY 2023 CIP Budget (I)

Events of Interest:

- Review and Prepare Board of Supervisors (BOS) Legislative Priority Issues, VACSB & Region II CSB Priorities
- Upcoming: VACSB Legislative Conference

***Meeting schedule date change to accommodate holiday schedule**

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

December 2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1	2	3	4
5	6 BOS Meeting *BAC Appts	7 **Service Delivery Oversight Committee ***Meeting- 5:00 p.m.	8	9	10	11
12	13	14 **Compliance Committee Meeting – 4:00 p.m. **Executive Committee Meeting – 4:30 p.m.	15 **Fiscal Oversight Committee Meeting – 4:00 p.m.	16	17	18
19	20	21 **CSB Board Meeting – 5:00 p.m.	22	23 Christmas Eve (½ Day)	24	25
26	27	28	29	30 New Year's Day Observed	31	

Board Review, Action, or Information:

- Finalize Testimony: January 2023 State Budget Hearings (R)
- FY 2023 CIP Budget (I)

*BAC Appointments: Boards, Authorities, and Commissions

**Meeting schedule date change to accommodate holiday schedule

***SDOC meets on the 2nd Wednesday of every even month

Events of Interest:

- Upcoming: House Appropriations-Senate Finance Committee's Public Hearings on Budget (January 2023)
- Upcoming: Fairfax County Delegation's Pre-General Assembly Public Hearing (January 2023)
- Review Governor's Proposed Budget
- Upcoming: VACSB Legislative Conference January 2023

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

January 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16 Martin Luther King, Jr Holiday	17	18 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	19 Fiscal Oversight Committee Meeting – 4:00 p.m.	20	21	22
23	24	25 CSB Board Meeting – 5:00 p.m.	26	27	28	29

Board Review, Action, or Information:

- CSB Board Testimony before House Appropriations – Senate Finance Committee - State Budget Hearings (R)
- CSB Board Testimony before Virginia Legislative Delegation (R)

Events of Interest:

- CSB Board Testimony before House Appropriations – Senate Finance Committee's Budget Public Hearings and Fairfax County Delegation's Pre-General Assembly Public Hearing
- VACSB Legislative Conference in January 2023 (Richmond, VA)
- Board of Supervisors (BOS) Budget Committee Meetings

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

February 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Compliance Committee Virtual Meeting – 4:00 p.m. Executive Committee Virtual Meeting – 4:30 p.m.	16 Fiscal Oversight Committee Virtual Meeting – 4:00 p.m.	17	18	19
20 President's Day	21	22 CSB Board Meeting – 5:00 p.m.	23	24	25	26
27	28					

Board Review, Action, or Information:

- CSB Board Testimony before House Appropriations – Senate Finance Committee - State Budget Hearings (R)
- CSB Board Testimony before Virginia Legislative Delegation (R)

Events of Interest:

- CSB Board Testimony before House Appropriations – Senate Finance Committee's Budget Public Hearings and Fairfax County Delegation's Pre-General Assembly Public Hearing
- VACSB Legislative Conference
- Board of Supervisors (BOS) Budget Committee Meetings

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

March 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	16 Fiscal Oversight Committee Meeting – 4:00p.m.	17	18	19
20	21	22 CSB Board Meeting – 5:00 p.m.	23	24	25	26
27	28	29	30	31		

Board Review, Action, or Information:

- Identify CSB Board Members for Budget Testimony (R)
- Prepare for Budget Testimony & Board of Supervisors Budget Public Hearings in April 2023 (R)
- Development of CSB Input for Human Services Council 2023 Budget Testimony before the Board of Supervisors (R)
- CSB Board Approval of FY 2024 CSB Fee Schedule Submission to Board of Supervisors

Events of Interest:

- Board of Supervisors (BOS) Markup of County FY 2024 Budget
- VACSB Development & Training Conference May 2023 (Hyatt Regency – Reston, VA)
- Updated FY 2023 CSB Fee Schedule included in the May 2022 BOS Meeting Agenda
- Board of Supervisors (BOS) FY 2023 Advertised Budget Public Hearings – CSB Testimony

FAIRFAX- FALLS CHURCH COMMUNITY SERVICES BOARD

April 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11	12 *Service Delivery Oversight Committee Meeting – 5:00 p.m.	13	14	15	16
17	18	19 Compliance Committee Meeting – 4:00 p.m. Executive Committee Meeting – 4:30 p.m.	20 Fiscal Oversight Committee Meeting – 4:00 p.m.	21	22	23
24	25	26 CSB Board Meeting – 5:00 p.m.	27	28	29	30

Board Review, Action, or Information:

- Appointment of CSB Officer Nominating Committee (A)
- Board of Supervisors FY 2024 Advertised Budget Public Hearings – CSB Testimony (R)

Events of Interest:

- Board of Supervisors (BOS) Markup of County FY 2024 Budget
- VACSB Development & Training Conference
- May 2023 CSB Spirit of Excellence and Honors Awards
- Updated FY 2023 CSB Fee Schedule included in the Board of Supervisors May Meeting Agenda

***SDOC meets on the 2nd Wednesday of every even month**

Amendments to CSB Board Bylaws

Issue:

Amendment to CSB Board Bylaws to allow nine CSB Board meetings each year.

Background:

The CSB Board Bylaw Amendment review process includes submission of amendments to the CSB Board Executive Committee for initial review. The amended bylaws, with Committee recommendations showing, are then submitted to the full CSB Board as an Information Item for further review. Following CSB Board review of the proposed amended bylaws, they are submitted as an Action Item for approval at the next CSB Board meeting and then sent for approval to the Board of Supervisors. The bylaw section submitted for Board review for amendment at this meeting is:

Article VIII: Meetings

Current:

- A. Regular meetings of the board shall be held each month, as scheduled by the board.

Proposed:

- A. Regular meetings of the board shall be held not less than nine (9) times per calendar year to be scheduled as the board determines by a majority vote at any regular meeting.

Timing:

Review and discussion of the proposed amendments of the Board Bylaws will occur at the May 25, 2022, CSB Board Meeting. Following this opportunity for review and recommendation by the CSB Board, the amended bylaws will be submitted for approval at the June 22, 2022, CSB Board Meeting. With that approval, it will then be sent to the Board of Supervisors for approval on July 19, 2022, meeting.

Fiscal Impact:

None.

Related Documents:

Attachment A – Fairfax Falls Church Community Services Board By-Laws

Board Member

Garrett McGuire, CSB Board Chair

**Bylaws
of the
Fairfax-Falls Church Community Services Board**

Preamble

Subject to the provisions of:

- A. Chapter 5 (Community Services Boards) of Title 37.2 (Behavioral Health and Developmental Services) of the Code of Virginia, as amended, and,
- B. Joint Resolution adopted by the Board of Supervisors of Fairfax County on April 23, 1969, and by the Councils of the Cities of Fairfax and Falls Church on May 28, 1969, as amended, and,
- C. Other applicable laws and regulations.

The following bylaws apply to, and govern the administration of, the Fairfax-Falls Church Community Services Board.

Article I: Name

As provided by action of the Board of Supervisors of Fairfax County and the Councils of the Cities of Fairfax and Falls Church on August 1, 1978, the name of this board is the FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD, hereinafter referred to as the “BOARD”.

Article II: Purpose

- A. Mental Health, Developmental Disabilities, and Substance Use Disorder Services – In conformity with the provisions of Va. Code § 37.2-500, this board is established as an administrative policy board whose general purpose shall be to ensure and oversee the establishment and operation of local mental health, developmental disabilities, and substance use disorder services.
- B. The core of services provided shall include emergency services and, subject to the availability of funds appropriated for them, case management services. The core of services may include a comprehensive system of inpatient, outpatient, day support, residential, prevention, and other appropriate mental health, developmental disabilities, and substance use disorder services necessary to provide individualized services and supports to persons with mental illnesses, developmental disabilities, or substance use disorders.

Article III: Powers and Duties

- A. Mental Health, Developmental Disabilities, and Substance Use Disorder Services – In order to implement the purpose, set forth in Article II hereof, pursuant to the requirements of Va. Code § 37.2-504 and in accordance with the actions taken by the Board of Supervisors of Fairfax County and the Councils of the Cities of Fairfax and

Falls Church to establish the board as an administrative policy board, the board shall:

1. Review and evaluate all existing and proposed public community mental health, developmental disabilities, and substance use disorder services and facilities available to serve the community and such private services and facilities as receive funds through it and advise the local governing bodies of the political subdivisions that established it as to its findings.
2. Pursuant to Va. Code § 37.2-508, submit to the governing body of each political subdivision that established it, an annual performance contract for community mental health, developmental disabilities, and substance use disorder services for its approval prior to submission of the performance contract to the Virginia Department of Behavioral Health and Developmental Disability Services (“Department”).
3. Within amounts appropriated therefore, provide such services as may be authorized under such performance contract.
4. In accordance with its approved performance contract, enter into contracts with other providers for the delivery of services or operation of facilities.
5. Make policies concerning the delivery of services or operation of facilities under its direction or supervision, subject to applicable standards, policies or regulations promulgated by the State Board of Behavioral Health and Developmental Services (“State Board”).
6. Participate with local government in the appointment and annual performance evaluation of an executive director of community mental health, developmental disabilities, and substance use disorder services, according to minimum qualifications established by the Department, and prescribe their duties. The compensation of the executive director shall be fixed by local government in consultation with the board within the amounts made available by appropriation, therefore.
7. Prescribe a reasonable schedule for fees for services provided by personnel or facilities under the jurisdiction or supervision of the board and establish procedures for the collection of the same. All fees collected shall be included in the performance contract submitted to the local governing bodies pursuant to subdivision 2 of this subsection and Va. Code § 37.2-508 and shall be used only for community mental health, developmental disabilities, and substance use disorder purposes. The board shall institute a reimbursement system to maximize the collection of fees from persons receiving services under its jurisdiction or supervision consistent with the provisions of Va. Code § 37.2-511 and from responsible third-party payors. The board shall not attempt to bill or collect fees for time spent participating in involuntary commitment hearings pursuant to Va. Code § 37.2-814.
8. Accept or refuse gifts, donations, bequests or grants of money or property from any source and utilize the same as authorized by the governing bodies of the political subdivisions that established it.
9. Seek and accept funds through federal grants. In accepting such grants, the board shall not bind the governing bodies of the political subdivision that established it

to any expenditures or conditions of acceptance without the prior approval of such governing bodies.

10. Have authority, notwithstanding any provision of law to the contrary, to disburse funds appropriated to it in accordance with such regulations as may be established by the governing bodies of the political subdivisions that established it.
11. Develop joint annual written agreements, consistent with policies and procedures established by the State Board, with local school divisions; health departments; boards of social services; housing agencies, where they exist; courts; sheriffs; area agencies on aging; and regional Virginia Department for Aging and Rehabilitative Services offices. The agreements shall specify what services will be provided to consumers. All participating agencies shall develop and implement the agreements and shall review the agreements annually.
12. Develop and submit to the local governing body of each political subdivision that established it and to the Department the necessary information for the preparation of the Comprehensive State Plan for mental health, developmental disabilities, and substance use disorder services pursuant to Va. Code § 37.2-315.
13. Take all necessary and appropriate actions to optimize the involvement and participation of consumers and family members of consumers in policy formulation and services planning, delivery, and evaluation.
14. Institute, singly or in combination with other operating community services boards, administrative policy boards, local government departments with policy-advisory boards, or behavioral health authorities, a dispute resolution mechanism that is approved by the Department. The dispute mechanism enables consumers and family members of consumers to resolve concerns, issues, or disagreements about services without adversely affecting their access to or receipt of appropriate types and amounts of current or future services from the board.
15. Notwithstanding the provisions of Va. Code § 37.2-400 or any regulations promulgated thereunder, release data and information about individual consumers to the Department so long as the Department implements procedures to protect the confidentiality of such information.
16. Carry out other duties and responsibilities as assigned by the governing body of each political subdivision that established it.

Article IV: Members and Terms of Office

- A. In accordance with Va. Code § 37.2-502 as implemented by the Board of Supervisors of Fairfax County and the Councils of the Cities of Fairfax and Falls Church, the board shall consist of sixteen members, thirteen of whom shall be appointed by the Board of Supervisors of Fairfax County, one of whom shall be designated by the Office of the Sheriff of Fairfax County; and one of whom shall be appointed by the Council of the City of Fairfax and one by the Council of the City of Falls Church. In accordance with Va. Code § 37.2-501, one-third of the appointments shall be identified consumers or former consumers, or family members of consumers or family members of former consumers, at least one of whom shall be a consumer receiving services. The term of appointment is three years, and a person may serve only three, consecutive full terms.

- B. Vacancies shall be filled for unexpired terms in the same manner as original appointments. Persons appointed to fill a vacancy may serve three additional full terms.
- C. Members are expected to regularly attend all meetings. The board Chair may notify the Clerk to the Board of Supervisors if any board member misses three consecutive board meetings as well as meetings of the standing committee to which the board member has been appointed and this may serve as grounds for removal. Members may be removed from the board in accordance with the appointing authority policies and procedures governing removal from Boards, provided that such policies and procedures are consistent with the requirements of the Virginia Code.
- D. Each member of the board shall serve on at least one Standing Committee. If a board member misses three consecutive committee meetings, the member may be recommended for removal from the committee by the committee through the Committee Chair.
- E. Each member of the board shall conduct himself or herself cordially and appropriately to members of other governmental or private entities, members of the public or CSB staff, when representing the board.

Article V: Officers and Their Duties

A. Officers

The officers of the board shall consist of a Chair, immediate past Chair, Vice Chair, and a Secretary, each of whom shall have such powers and duties as generally pertain to such respective offices, as well as such powers and duties as from time to time may be conferred upon them by the board, and which shall specifically include, but not be limited to, the powers, duties and responsibilities set forth hereinafter in Sections B, C, and D of Article VI.

B. Chair

The Chair shall preside at all meetings of the board; sign or cause to be signed the minutes when approved by the board and such other official documents required of him/her in the course of business of the board; appoint such committees as deemed necessary by the board for its operation and to serve as an *ex officio* member of all committees except the nominating committee; work closely with local public and private facilities, mental health, developmental disabilities, and substance use disorder associations of Virginia, and other groups interested in mental health, developmental disabilities and substance use disorder issues; maintain liaison with the Board of Supervisors of Fairfax County and the Councils of the Cities of Fairfax and Falls Church and the Department; and keep the Board of Supervisors, City Councils, and the Department's Commissioner advised and fully informed as to the activities and programs of the board.

C. Vice Chair

In the absence of the Chair, the Vice Chair shall perform the duties of the Chair.

D. Immediate Past Chair

In the absence of the Chair and the Vice Chair, the immediate past Chair shall perform the duties of the Chair.

E. Secretary

The Secretary shall sign all policies after they have been approved or amended by the board and perform such other duties as requested by the Chair of the board. The Secretary also regularly reviews and updates the CSB Board Member Orientation Handbook. In the absence of the Chair, the Vice Chair, and the immediate past Chair, the Secretary shall perform the duties of the Chair.

Article VI: Officers' Nomination, Election, and Term of Office

A. Nomination and Election

At its regular meeting in April of each year, the board shall appoint three of its members to serve as a nominating committee. The committee shall submit the name of at least one nominee for each of the offices of Chair, Vice Chair, and Secretary at the June meeting of the board at which meeting the election of officers of the board shall be held.

Nominations also may be made from the floor. Members of the nominating committee shall be eligible for nomination, but no member shall be nominated whose consent to serve has not first been obtained. A majority of those present and voting shall constitute an election.

B. Term of Office

The term of office of all officers shall be for one year, beginning on July 1 following the election, or until their respective successors are elected, but any officer may be removed from office, either with or without cause, at any time by the affirmative vote of a majority of all the members of the board. No officer may serve more than two consecutive terms in the same office.

C. Vacancies

A vacancy in any office arising from any cause may be filled for the unexpired portion of the term as authorized by the board. The filling of a vacancy in office for the unexpired portion of a term will not prevent an officer from serving the two consecutive terms in the same office as proved in (B) above.

D. Absences

In the absence of the Chair, Vice Chair, Secretary and immediate past Chair from any meeting, the board shall select one of its members to act in such capacity during that meeting.

Article VII: Executive Committee, Standing Committees and Ad Hoc Committees

A. Executive Committee

There shall be an Executive Committee of the board. The purpose of the Executive Committee shall be to draft the agenda for the next full board meeting and to administer, subject to the authority and approval of the board, the required and necessary business of the board between regular meetings.

The Executive Committee shall consist of the Chair, past Chairs continuing to serve on the board, Vice Chair, Secretary, and the Chairs of Standing Committees. The Executive Director shall serve as an *ex officio*, non-voting member of the Executive Committee.

B. Standing Committees

Standing Committees shall be the Compliance Committee, the Service Delivery

Oversight Committee, and the Fiscal Oversight Committee.

Purpose of the Compliance Committee is to provide oversight and direction to the CSB Compliance Program. Its members are the members of the Executive Committee and Legal Counsel. The Compliance Committee chair will be the current CSB Board Chair or designee.

Purpose of the Service Delivery Oversight and the Fiscal Oversight Committees shall be to review and make recommendations to the full board regarding policies, plans, service delivery proposals, budgets, grants, and such other matters as are referred to them by the board or Executive Committee. Members will be appointed by the Chair for a one-year appointment and may be reappointed to a Committee in subsequent years. The members of these Standing Committee shall elect from among the members a Chair or Co-Chairs for a one-year term. The Chair or Co-Chairs may be re-elected to an additional one-year term by the members.

C. Ad Hoc Committees

Ad Hoc Committees may be established by the full board as needed. Those Committees may be established to address any issue for which the full board determines that the subject matter or issue cannot be adequately addressed by the Standing Committees. The members of each Ad Hoc Committee shall elect from among their members a Chair or Co-Chairs for a one-year term. The Chair or Co-Chairs may be reelected to an additional one-year term by the members.

D. Associate Members for Standing and Ad Hoc Committees

Associate Members for Standing and Ad Hoc Committees are non-voting and may be appointed to each Standing or Ad Hoc Committee. Associate Members are individuals or representatives of organizations and agencies whose work and knowledge are deemed important to the Standing or Ad Hoc Committee. The Standing or Ad Hoc Committee may nominate associated organizations and agencies as Associate Members. These nominations shall be confirmed by a majority vote of the full board at the meeting at which they are nominated, unless, on motion of the board, the vote on confirmation is continued to a subsequent meeting of the full board. The term of each Associate Member shall be for one year from the date of their confirmation by the board. An Associate Member may be reappointed in subsequent or consecutive years to the Standing or Ad Hoc Committee on which they served. Vacancies may be filled at any time using this same process.

Article VIII: Meetings

A. Regular

Regular meetings of the board shall be held not less than nine (9) times per calendar year each month, to be as-scheduled as by the board determines by a majority vote at any regular meeting.

B. Special

Special meetings may be called by the board Chair or upon the request of two members of the board or the Executive Director. With agreement of the majority of board members, a special meeting may be convened. Public notice shall be given in accordance with the Virginia Freedom of Information Act.

C. VFOIA

All meetings shall be open to the public except as provided under the Virginia Freedom of Information Act, Va. Code § 2.23700 *et seq.*, as amended (“VFOIA”). Pursuant to Va. Code § 2.23701, “meeting” or “meetings” means the meetings including work sessions, when sitting physically, or through electronic communications means as permitted by the VFOIA, as a body or entity, or as an informal assemblage of (i) as many as three members or (ii) a quorum, if less than three, of the constituent membership, wherever held, with or without minutes being taken, whether or not votes are cast, of any public body.

D. Quorum and Voting

A quorum is necessary for a vote. A majority of the membership of the board shall constitute a quorum. In making any recommendation, adopting any plan, or approving any proposal, action shall be taken by a majority vote of board members present and voting. Upon the request of any member, the vote of each member on any issue shall be recorded in the minutes. All votes of the board shall be taken during public meetings, and no vote shall be taken by secret or written ballot or proxy.

Article IX: Parliamentary Procedures

Robert’s Rules of Order Newly Revised, latest edition shall govern the board in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

Article X: Amendments

Recommendations to amend, alter or supplement these bylaws may be proposed at any regular meeting of the board. A two-thirds (2/3) vote of those present and voting is needed to send the recommended changes to the Board of Supervisors for their approval for the changes to be effective. Prior to any vote by the board, notice of the proposed changes must be given to each member of the board in writing no less than thirty days prior to the vote.

Approved: _____
CSB Board Chair

Date