

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
COMPLIANCE COMMITTEE VIRTUAL MEETING MINUTES
DECEMBER 14, 2022**

The Compliance 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 Garrett McGuire called the meeting to order at 4:00 PM.

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** COMMITTEE CHAIR GARRETT MCGUIRE (ALEXANDRIA, VA);
JENNIFER ADELI (GREAT FALLS, VA); ANDREW SCALISE (FAIRFAX, VA); BETTINA
LAWTON (VIENNA, VA); DAN SHERRANGE (CHANTILLY, VA); ANNE WHIPPLE
(FAIRFAX, VA)

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Healthcare Systems Director Jennifer Aloj, and Board Clerk Sameera Awan.

Committee Chair Garrett McGuire conducted a roll call with each CSB Board Member present, as identified above, to confirm that a quorum of CSB Board members were present and audible. Committee Chair Garrett McGuire passed the virtual gavel to Committee member Jennifer Adeli to make several motions required to begin the meeting. A motion was offered to confirm that each member's voice was audible to each other member of the CSB Board present; this motion was seconded by Committee Member Jennifer Adeli and approved unanimously.

Preliminary Motions

Committee Chair Garrett McGuire 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 attend any such meeting physically 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 dedicated online video and web conferencing platform and that the public may access this meeting via Meeting ID: 872 0259 0531 and Passcode: 786935. Motion was seconded by Committee Member Jennifer Adeli with Committee Member Bettina Lawton opposing and approved unanimously.

3. Matters of the Public

None were presented.

4. Amendments to the Meeting Agenda

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

COMMITTEE CONSENSUS TO APPROVE AGENDA ITEM NO. 4

5. Approval of Minutes

Meeting minutes of the June 15, 2022, Compliance Committee were provided for review.

MOVED BY COMMITTEE MEMBER DAN SHERRANGE, SECONDED BY BOARD MEMBER JENNIFER ADELI TO APPROVE AGENDA ITEM NO. 5.

6. Follow up items

None were noted.

7. Updates

A. Comply Track Reports

- **Director of Quality Improvement Joan Rodgers** provided the Audit Action Plan Report, Corrective Action Plan Report, and the Education Reports.

B. CSB Serious Incident (Level III) Report

- **Director of Quality Improvement Joan Rodgers** provided the Serious Incident Report (SIR) Report for December 2022.

8. Open Discussion

None were raised.

9. Adjournment

Committee Member Dan Sherrange made the motion to adjourn the meeting at 4:29 PM.

April 19, 2023

Date Approved

DocuSigned by:

Sameera Awan

BEC19E1AF294F5...

Clerk to the Board