



FAIRFAX-FALLS CHURCH COMMUNITY SERVICES BOARD FISCAL OVERSIGHT COMMITTEE MEETING

Dan Sherrange, Chair

**Sharon Bulova Center for Community Health
8221 Willow Oaks Corporate Drive, Level 3, Room 3-314, West
Fairfax, VA 22031**

Thursday, January 19, 2023, 4:00 PM

This meeting can also be attended via electronic access through Zoom

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Meeting ID: [812 8142 1814](https://zoom.us/j/81281421814) • Passcode: 130716

MEETING AGENDA

- | | |
|--|-------------------------|
| 1. Meeting Called to Order | Dan Sherrange |
| 2. Roll Call, Audibility and Preliminary Motions | Dan Sherrange |
| 3. Matters of the Public | Dan Sherrange |
| 4. Amendments to the Meeting Agenda | Dan Sherrange |
| 5. Approval of the December 15, 2022, Meeting Minutes | Dan Sherrange |
| 6. Administrative Operations Report | Daryl Washington |
| 7. Clinical Operations Report | Lyn Tomlinson |
| 8. Financial Status | Tom Young |
| A. Modified Fund Statement | |
| B. Variable Revenue Report | |
| C. FX-FC CSB Expenditures-Budget vs. Actuals | |
| 9. Open Discussion | Dan Sherrange |
| 10. Adjournment | Dan Sherrange |

Meeting materials are posted online at [Community Services Board | Community Services Board \(fairfaxcounty.gov\)](https://www.fairfaxcounty.gov/csrb) or may be requested by contacting Sameera Awan at 703-324-7827 or at Sameera.Awan@fairfaxcounty.gov

**FAIRFAX FALLS-CHURCH COMMUNITY SERVICES BOARD
FISCAL OVERSIGHT COMMITTEE MEETING MINUTES
DECEMBER 15, 2022**

The CSB Fiscal Oversight Committee met in regular session at the Sharon Bulova Center, 8221 Willow Oaks Corporate Drive, Level 3, Room 3-314, West, Fairfax, VA 22031

1. Meeting Called to Order

Committee Chair Dan Sherrange called the meeting to order at 4:01 PM

2. Roll Call, Audibility, and Preliminary Motions

PRESENT: **BOARD MEMBERS:** COMMITTEE CHAIR, DAN SHERRANGE; ANDREW SCALISE; SANDRA SLAPPEY-BROWN; BETTINA LAWTON; CLAUDIA VOLK; KAREN ABRAHAM (FAIRFAX, VA)

ABSENT: **BOARD MEMBERS:** JENNIFER ADELI, CAPTAIN DANIEL WILSON

Also present: Executive Director Daryl Washington, Deputy Director of Clinical Operations Lyn Tomlinson, Deputy Director of Community Living Barbara Wadley-Young, Director of Analytics & Evaluation Linda Mount, Acting Chief Financial Officer Tom Young, and Board Clerk Sameera Awan.

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.

UNANIMOUS CONSENT TO APPROVE AGENDA ITEM NO. 4

5. Approval of Minutes

The November 17, 2022, Fiscal Oversight Committee Meeting minutes were provided for review, no amendments were made.

MOVED BY COMMITTEE MEMBER ANDREW SCALISE, SECONDED BY COMMITTEE MEMBER KAREN ABRAHAM TO APPROVE AGENDA ITEM NO. 5, AS AMENDED

6. Administrative Operations Report

Executive Director Daryl Washington reported current vacancies in the Fiscal, Data Analyst, and Compliance Teams, and the administrative operations team continues to face recruitment challenges. The CSB continues to prioritize these positions and is working on filling them. The Department of Behavioral Health has completed its funding towards STEP-VA (System, Transformation, Excellence, and Performance in Virginia). These funds received are to help

expand STEP VA Services, hire Peer Coordinators, and expand Behavioral Health Services and Case Management Services. The CSB only submitted for positions where grants were expiring, and based on our projections, we received a \$23.2M shortfall for the implementation of STEP VA. Fairfax County has requested to include expiring grants in the next fiscal year's budget. There was an additional request to get a contract rate adjustment included in next year's budget for all the county's contracted services.

7. Clinical Operations Report

Deputy Director of Clinical Operations Lyn Tomlinson provided the staff report and an overview of the November 2022 Capacity Data Reports; she noted that the vacancy count had dropped from 136 to 122. We continue to focus on the target areas with recruitment challenges.

Deputy Director of Community Living Barbara Wadley-Young provided the Adult Behavioral Health Outpatient BHOP Service Capacity Report and Support Coordination Service Capacity Report.

Director of Analytics & Evaluation Linda Mount presented the CSB Status Report and Quarterly Performance Measures.

8. Financial Status

Financial Chief Officer Tom Young provided the staff report and an overview of the Modified Fund Statement, Variable Revenue Report, and Expenditures-Budget vs. Actuals Financial Reports.

9. Open Discussion

Committee Chair Dan Sherrange shared the Governor of Virginia's proposal on additional spending and budgeting amendments for 2024.

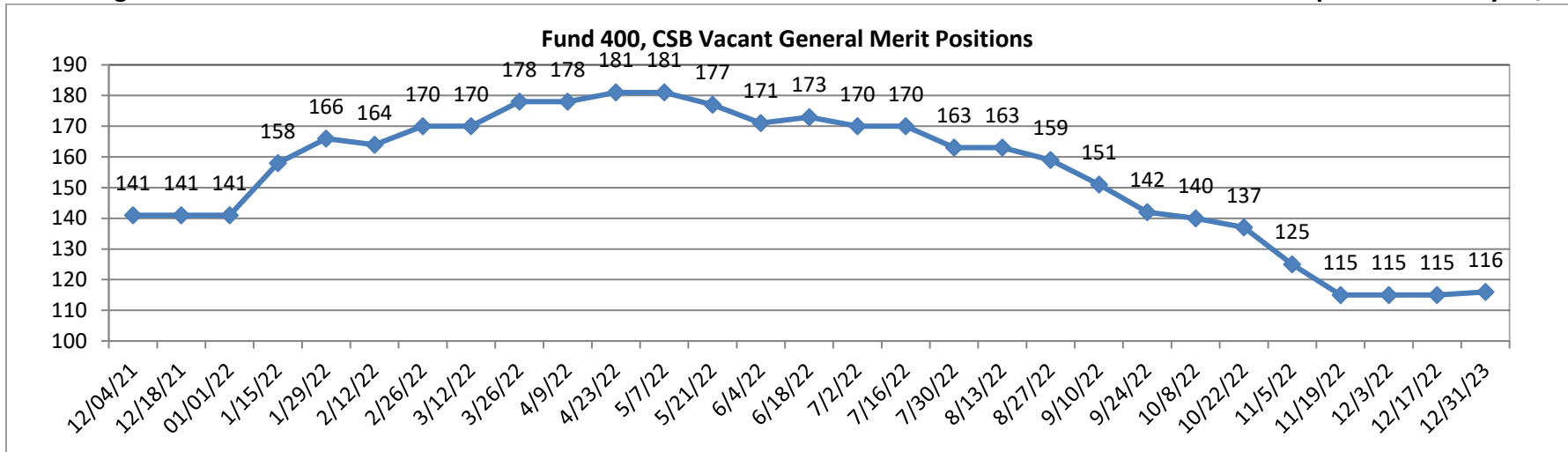
Committee Member Claudia Volk shared that CVS Pharmacy's Minute Clinic now provides Mental Health Counseling. Anyone can walk in or schedule an appointment for assistance.

10. Adjournment

MOVED BY COMMITTEE MEMBER BETTINA LAWTON TO ADJOURN THE MEETING AT 5:13 PM

Date Approved

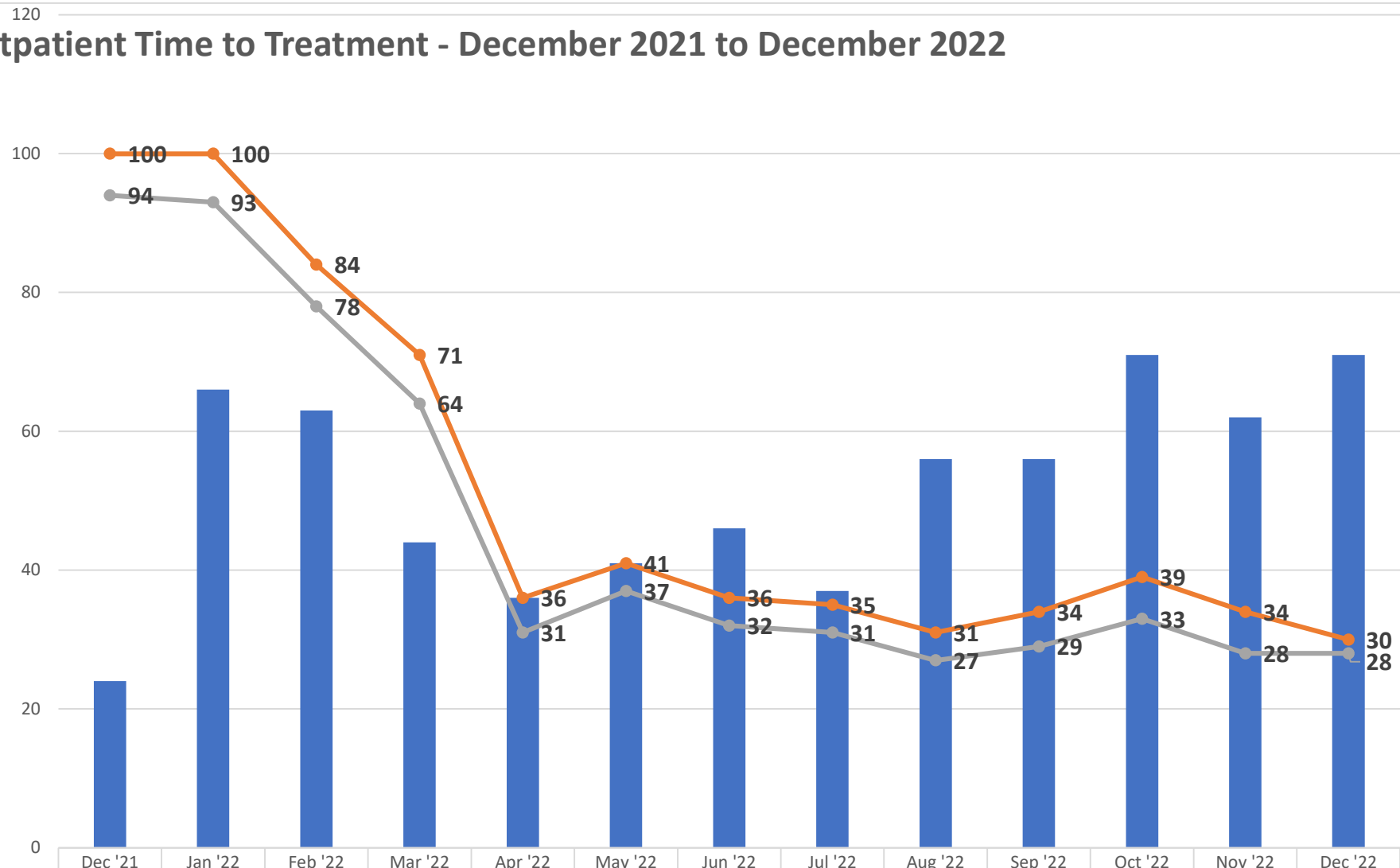
Clerk to the Board



Vacancies in critical areas* *includes all merit positions (all funds – regular 400 and grant 500)

Service area	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	November		December		
Emergency Svcs/MCU	12	11	12	18	22	23	21	23	29	27	21	20	17 CIS	19	17 CIS	
													2 Peer Supp Spec		2 Peer Supp Spec	
Behavioral Health – Outpatient Svcs	19	21	22	21	27	18	17	16	8.5	14.5	10.5	7	2 BHS II	5	1 BHS II	
													2 BH Sr. Clin		2 BH Sr. Clin	
													1 BH Supv		2 BH Supv	
													1 BH Mgr			
Youth & Family – Outpatient Svcs	6	8	11	11	12	13	11	9	7	5	4	3	2 BH Sr. Clin	3	2 BH Sr. Clin	
													1 BH Supv		1 BH Supv	
Support Coordination	28	26	27	27	27	28	30	29	23	22	18	18	17 DDS II	11	10 DDS II	
													1 Mgmt Analyst		1 Mgmt Analyst	
ADC/ Jail Diversion	12	13	12	8	11	8	8	8	9	8	9	14		15	1 BH Mgr	
													5 BHS II		4 BHS II	
													2 BHS I		2 BHS I	
													3 BH Supv		3 BH Supv	
													4 BH Sr. Clin		5 BH Sr. Clin	
EAR	8	6	5	3	4	4	3	3	2	1	1	1	1	1	1	1 BH Sr. Clin

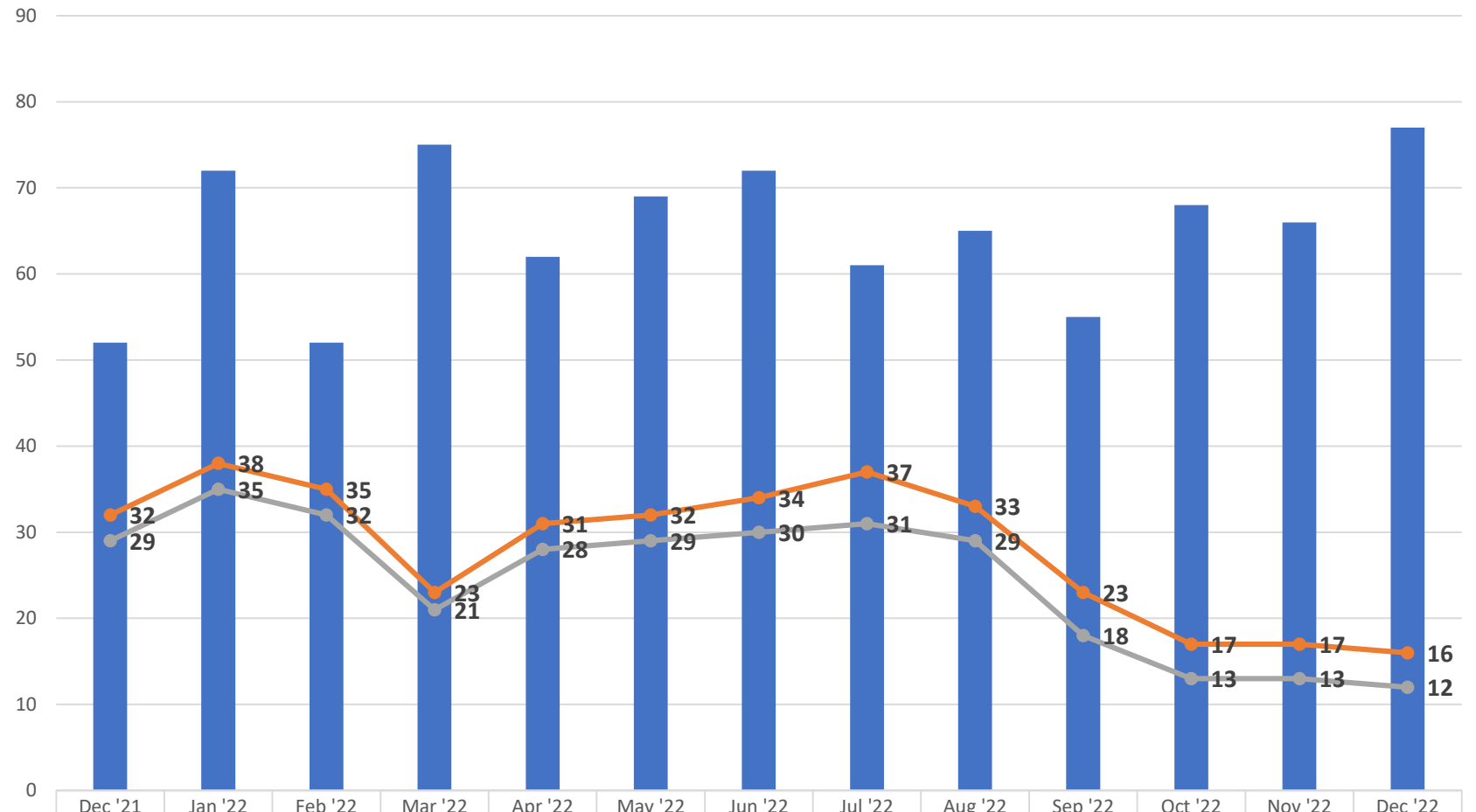
Adult Outpatient Time to Treatment - December 2021 to December 2022



	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22
# Adults Who Attended 1st Treatment Appt	24	66	63	44	36	41	46	37	56	56	71	62	71
Average # Days from Assessment to Treatment	100	100	84	71	36	41	36	35	31	34	39	34	30
Average # Days from Assessment to 1st Available / Accepted Appt*	94	93	78	64	31	37	32	31	27	29	33	28	28

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

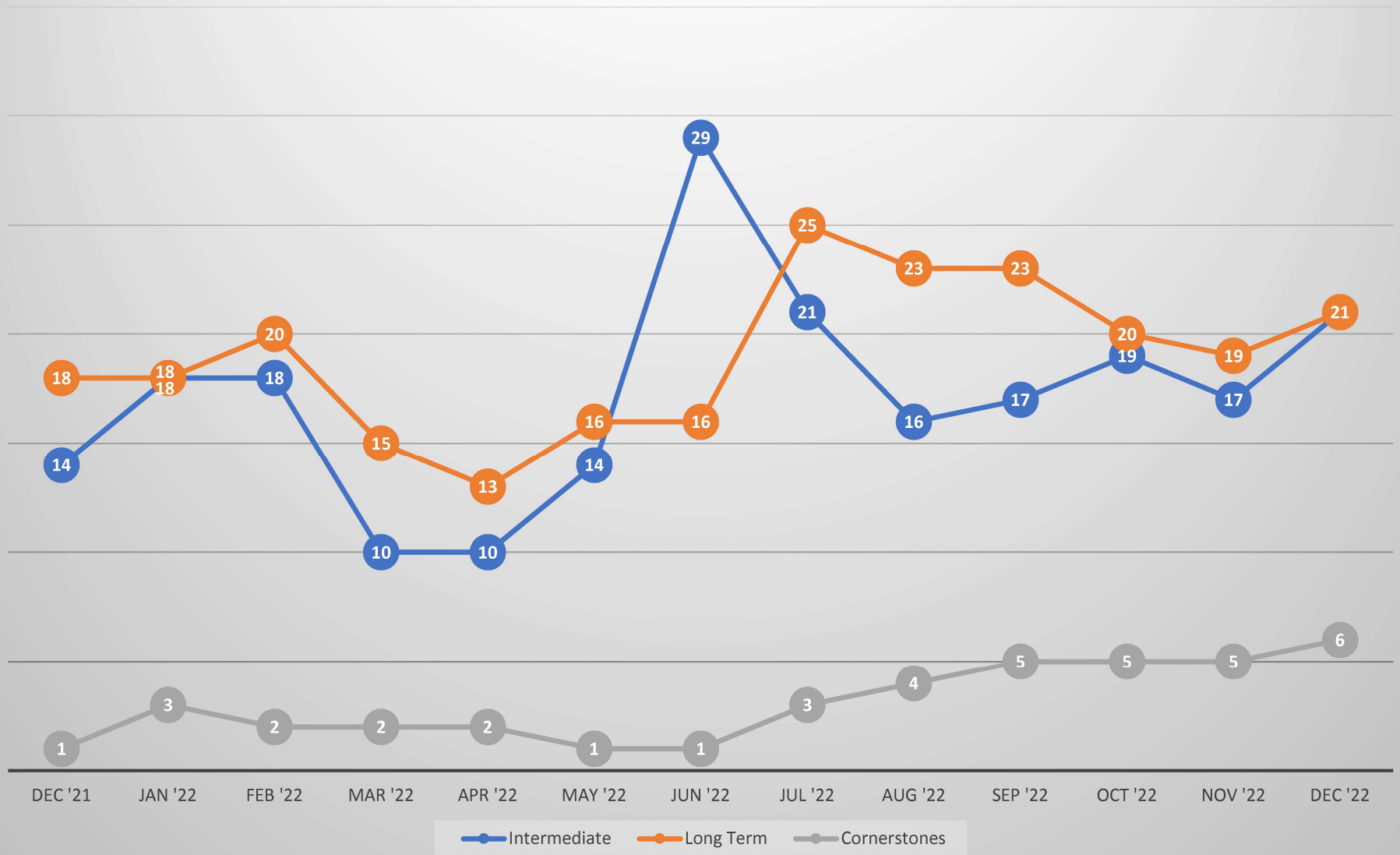
Youth Outpatient Time to Treatment - December 2021 to December 2022



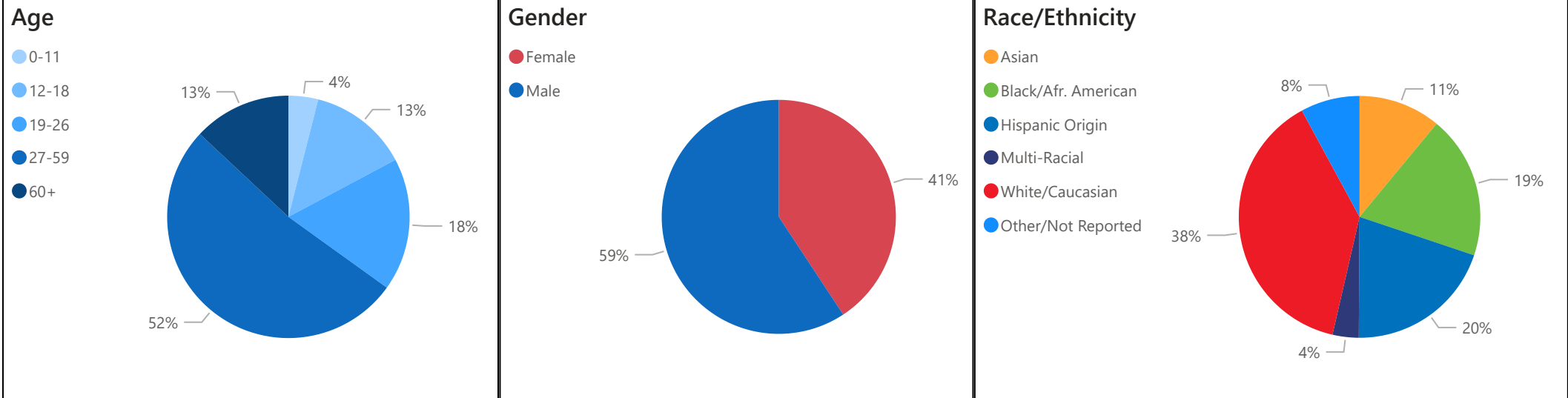
# Youth Who Attended 1st Treatment Appt	52	72	52	75	62	69	72	61	65	55	68	66	77
Average # Days from Assessment to Treatment	32	38	35	23	31	32	34	37	33	23	17	17	16
Average # Days from Assessment to 1st Available / Accepted Appt*	29	35	32	21	28	29	30	31	29	18	13	13	12

*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 December 2021 - December 2022

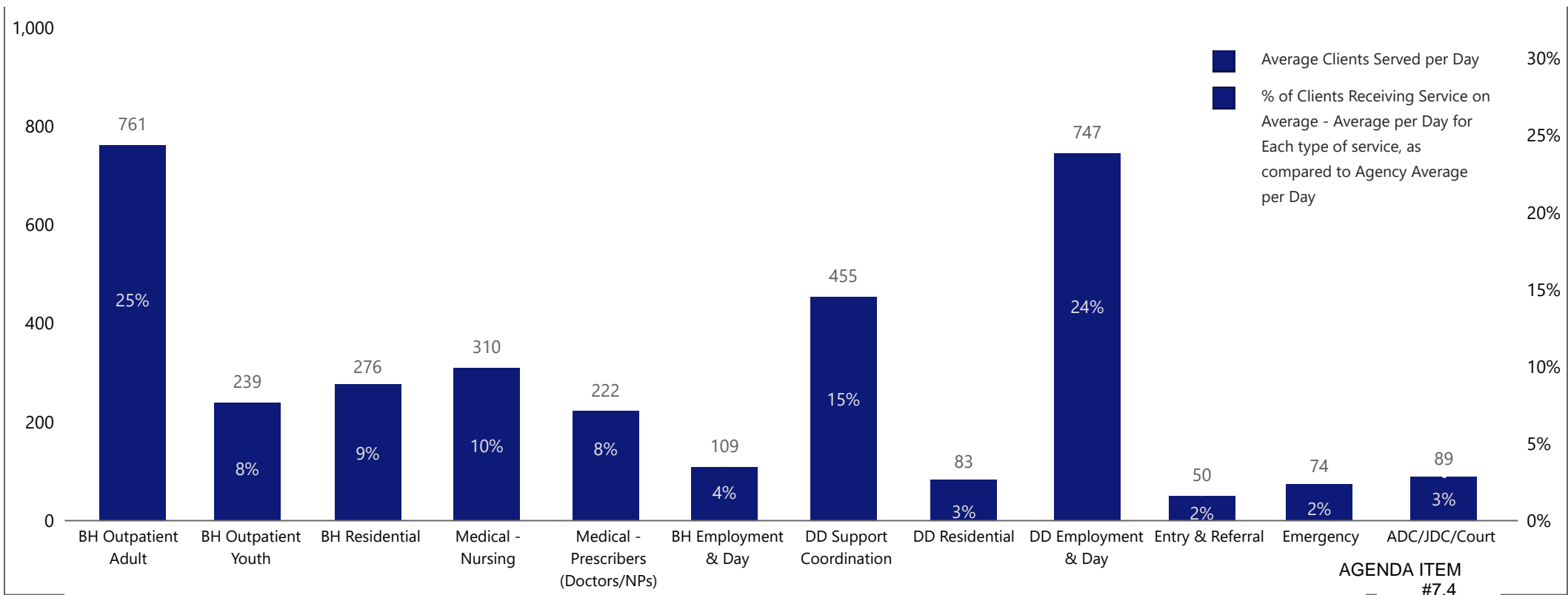


CSB Status Report



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

Agency Average Served per Day in November 2022 = 2,883





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

Service Area	Nov'21	Dec'21	Jan'22	Feb'22	Mar'22	Apr'22	May'22	Jun'22	Jul'22	Aug'22	Sep'22	Oct'22	Nov'22	Monthly Variance	Yearly Variance	# Served Past 12 Months
All Individuals Served	8,657	8,769	8,930	8,854	9,416	9,052	9,162	9,169	8,806	9,137	9,184	9,075	9,212	▲ 1.5%	▲ 6.4%	20,752
BH Outpatient Adult	3,118	3,084	3,115	3,047	3,091	3,058	3,052	3,091	3,067	3,199	3,175	3,190	3,234	▲ 1.4%	▲ 3.7%	5,080
BH Outpatient Youth	852	913	903	911	951	969	1,001	1,020	955	918	894	928	945	▲ 1.8%	▲ 10.9%	1,948
BH Residential	459	447	436	415	463	458	430	428	422	428	433	442	441	▼ -0.2%	▼ -3.9%	1,335
Medical - Nursing	1,215	1,206	1,275	1,226	1,380	1,323	1,228	1,359	1,354	1,418	1,404	1,424	1,307	▼ -8.2%	▲ 7.6%	3,616
Medical - Prescribers	2,594	2,606	2,634	2,553	2,897	2,580	2,645	2,779	2,636	2,805	2,625	2,760	2,660	▼ -3.6%	▲ 2.5%	6,483
BH Employment & Day	396	371	363	361	379	378	350	351	346	346	355	337	310	▼ -8.0%	▼ -21.7%	630
DD Support Coordination	2,453	2,559	2,744	2,529	2,751	2,455	2,535	2,629	2,431	2,524	2,518	2,385	2,517	▲ 5.5%	▲ 2.6%	5,131
DD Residential	85	86	85	85	85	85	85	85	84	84	84	84	83	▼ -1.2%	▼ -2.4%	87
DD Employment & Day	951	926	917	919	1,024	1,038	1,063	982	976	1,109	1,124	1,144	1,138	▼ -0.5%	▲ 19.7%	1,324
Entry & Referral (EAR)	484	496	516	611	699	645	620	622	566	600	617	542	523	▼ -3.5%	▲ 8.1%	4,814
EAR Screenings	375	335	294	379	420	396	354	380	362	379	396	383	393	▲ 2.6%	▲ 4.8%	3,844
EAR Assessments	131	153	174	165	206	179	177	160	172	215	233	251	218	▼ -13.1%	▲ 66.4%	2,198
Emergency	830	824	785	841	993	880	935	852	808	915	869	876	869	▼ -0.8%	▲ 4.7%	6,554
ADC/JDC/ Court	446	452	460	488	559	546	540	574	557	609	639	662	622	▼ -6.0%	▲ 39.5%	2,519

* 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:

Page 1:

- 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%.

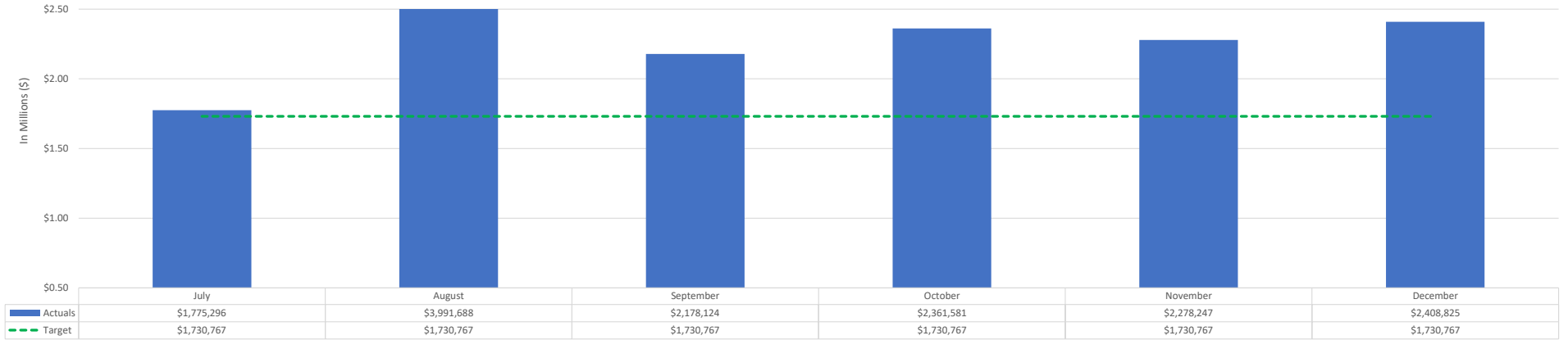
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- Numbers reported show the unduplicated number of clients served in each service area. Individuals may receive multiple services each month within a service area and may receive more than one type of service each month.
- The Monthly Variance compares 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 - There was a 6% increase in the overall numbers served compared to November 2021, which is partly due to increases in adult & youth behavioral health outpatient, jail-based, and developmental employment & day programs.
- BH Outpatient Adult – The number of individuals served is trending higher over the past few months due to increases in adult mental health case management services in the Behavioral Health Outpatient (BHOP) program, medication assisted treatment, and homeless services.
- 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. There is an 11% increase in the number served compared to November 2021.
- BH Residential – The number of individuals served has increased compared to September partly due to an increase in admissions in SUD residential programs. The number served is trending lower compared to the prior year due to reductions through attrition in the RIC programs and slowed admissions in SUD residential programs due to COVID and staff vacancies,
- Medical – Nursing & Prescribers (Psychiatrists & Nurse Practitioners) serve individuals in a variety of treatment settings. There is regular fluctuation in the number of clients served for Nursing based on the needs of the clients.
- BH Employment & Day – The number served is trending lower as compared to the prior year. The implementation of a new program model in the Supported Employment program requires reduced caseload sizes and it is anticipated that numbers may remain lower as compared to previous years.
- DD Support Coordination – There is typically monthly variation based on service plan review cycles.
- 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. Since August there has been an increase in the number of individuals served due to some self-directed services re-opening from the summer break, people returning to service who had deferred earlier in the pandemic, and new graduate placements.
- Entry & Referral – The number of individuals served overall decreased starting in October primarily due to the Call Center transition to a phone tree system which allows callers to self-route to the appropriate CSB program staff. The number of clients assessed dipped in November due to the holidays, but has been trending higher since August with the addition of staff resources. As compared to November 2021, there has been a 66% increase in the number of assessments.
- 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 compared to the previous year. The jail census was significantly reduced earlier in the pandemic due to health and safety issues. The number of individuals is also trending higher since August, primarily due to an increase in referrals, including substance use clients receiving medication assisted treatment.

	FY 2023 REVISED Budget	FY 2023 - 6 Months YTD Budget *	FY 2023 Actuals December YTD	Variance from YTD Budget	FY 2023 Projection	FY 2023 Projection vs. FY23 REVISED Budget
Est. Beginning Balance	45,581,191	45,581,191	45,581,191	-	45,581,191	-
F Fairfax City	2,479,063	1,239,532		(1,239,532)	2,479,063	-
F Falls Church City	1,123,651	561,826		(561,826)	1,123,651	-
F State DBHDS	8,451,543	4,225,772	4,610,062	384,291	8,451,543	-
F Federal Pass Thru SAPT Block Grant	4,053,659	2,026,830	2,581,687	554,858	4,053,659	-
V Direct Federal Food Stamps	154,982	77,491	49,861	(27,630)	99,721	(55,261)
V Program/Client Fees	4,296,500	2,148,250	2,550,334	402,084	5,100,669	804,169
V CSA	890,000	445,000	391,206	(53,794)	782,413	(107,587)
V Medicaid Option	8,582,708	4,291,354	7,301,514	3,010,160	14,603,027	6,020,319
V Medicaid Waiver	7,000,000	3,500,000	4,650,020	1,150,020	9,300,039	2,300,039
V Miscellaneous	124,800	62,400	62,400	-	124,800	-
Non-County Revenue	37,156,906	18,578,453	22,197,084	3,618,631	46,118,585	8,961,679
General Fund Transfer	165,445,478	41,361,370	165,445,478	-	165,578,661	-
Total Available	248,183,575	105,521,014	233,223,753	3,618,631	257,278,437	8,961,679
Compensation	101,422,808	46,810,527	44,330,177	2,480,350	95,621,291	5,801,517
Fringe Benefits	42,963,615	19,829,361	18,877,904	951,457	40,720,107	2,243,508
Operating	68,904,186	34,452,093	24,525,926	9,926,167	48,104,828	20,799,357
Recovered Cost (WPFO)	(1,568,760)	(784,380)	(675,054)	(109,326)	(1,568,760)	(1,568,760)
Capital	419,866	209,933	201,542	8,390	403,085	16,781
Transfer Out	10,000,000	10,000,000	-	10,000,000	10,000,000	-
Total Disbursements	222,141,714	110,517,533	87,260,495	23,257,038	193,280,551	27,292,403
Ending Balance	26,041,861	(4,996,520)	145,963,258		63,997,886	
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	5,853,866	4,408,162			4,408,162	
Unreserved Balance	14,837,995				54,239,724	
*** Opioid Settlement Funds	10,152,020	3,384,007	2,134,988	1,249,019	10,152,020	

December FY23 YTD Revenue Analysis

Variable Revenue by Month
FY23
Actuals vs. Target



Variable Revenue by Category
FY23 Year to Date
Actuals vs. Target

