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**PRINCE WILLIAM COUNTY
COMMUNITY MENTAL HEALTH, DEVELOPMENTAL DISABILITIES
AND SUBSTANCE ABUSE SERVICES BOARD**

BOARD MEMBERS PRESENT:

Obediah Baker, Jr., Deanna Bayer, Voneka Bennett, Dr. William Carr, Altonia Garrett, Bradley Marshall, Timothy Oshiki, Patrick Sowers, Sally Starr

BOARD MEMBERS ABSENT:

John O’Leary

STAFF PRESENT:

Lisa Madron, Melinda Bringham, Janet Hall-Office of the Executive Director
Division Managers: Sara Wheeler, Youth Adult and Family Services; Dr. Kanchan Clark, Medical Services; Elise Madison, Emergency Services; Sherry Bowman, Community Support Services; Mike Goodrich, Administrative Services
Staff Present: Robyn Fontaine, Administrative Services; Dr. Katanya Goswell and Kristen Durbin, Community Support Services

GUESTS PRESENT:

None

PRESS PRESENT:

None

OPENING: The Regular Meeting of the Community Services Board was convened on April 21, 2022, at 6:34 p.m. in the Powell’s Creek Conference Room, James J. McCoart Government Center, 1 County Complex, Woodbridge, Virginia.

APPROVE REQUESTS TO PARTICIPATE REMOTELY THROUGH ELECTRONIC COMMUNICATION MEANS

WHEREAS, the Community Services Board adopted a policy pursuant to § 2.2-3708.2 VA CODE ANN to allow for remote participation by Members of the Board; and

WHEREAS, in accordance with the Board’s policy, Ms. Sally Starr notified the Chair that the Member is requesting permission from the Board to electronically participate at the Board’s April 21, 2022 meeting; and

WHEREAS, Ms. Sally Starr certified that she is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents her physical presence; and

WHEREAS, the remote location from which the above member plans to electronically participate is their personal residence temporary or permanent, and the remote location will not be open to the public; and

WHEREAS, Ms. Sally Starr verified that her participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

WHEREAS, pursuant to the Board’s policy, a request for electronic participation from a remote location shall be approved unless participation violates the Board’s policy or any provision of the Virginia Freedom of Information Act; and

NOW, THEREFORE, BE IT RESOLVED that the Community Services Board hereby approves the request to participate in the meeting through electronic communication means in accordance with the Board’s policy and a quorum of the Board was physically assembled at one primary or central location and arrangements were made for the voice of, Ms. Sally Starr to be heard by all persons via Webex at the primary or central meeting location.

RESOLUTION 22-04R1-01

MOTION: Oshiki

SECOND: Bayer

Vote:

Ayes--Bayer, Baker, Bennett, Carr, Garrett, Marshall, Oshiki, Sowers

Nays--0

Abstained--0

Absent During Vote--Starr

Absent From Meeting--O’Leary

CITIZENS TIME:

None

STAFF TIME:

Sherry Bowman, Community Support Division Manager:

Ms. Bowman shared that the Office of Housing and Community Development announced that they were going to open their waitlist and have a lottery for 200 housing vouchers for one day only. CS staff member Lynn Fritts jumped into action and began messaging out the information to all staff. She even created a form to capture all the relevant information. She was able to coordinate staff volunteers to assist clients to complete the application process. They assisted 100 clients with applications, many of which qualified for both housing vouchers which required their information be entered twice. Ms. Bowman shared that she is excited to see how many clients will be awarded vouchers and she is very proud of the team that worked so hard to accomplish this feat.

Ms. Bowman also shared excerpts from an email she received from a local public defender regarding a client that CS served through the GOT program which recognized staff for their work that helped the client obtain a positive outcome.

Ms. Bowman shared that Trillium Center has announced that their workbook Hope Awakened: A Workbook for People Who Have Survived a Suicide Attempt has been published. It was written by people who have survived or have known the feeling of not wanted to live. It is available for purchase now. Ms. Bennett provided all the CS Board Members with a copy of the publication.

PRESENTATION: Forensic Services, Kristen Durbin

Lisa Madron introduced Kristen Durbin and Katanya Goswell.

Ms. Durbin provided overviews of the Forensic Services Program staffing, which consists of 7 team members, who provide the following services: Not Guilty by Reason of Insanity (NGRI); Forensic Discharge Planning; Outpatient Restoration to Competency Services; Oversight of Forensic Evaluations & Control Docket in PWC District Court; Forensic Peer Services; Grant Funded Forensic Re-entry Program services.

Ms. Durbin stated that he NGRI Program is currently serving a total of 28 Acquittes with 17 residing in the hospital and 11 residing in the community. They provide coordination, discharge planning, and case management services.

Ms. Durbin shared that the Forensic Discharge Planners are managing a caseload of 30-40 clients at any given time which is well above the DBHDS recommendation of 15-20 clients. They have managed 245 cases between fiscal years 2018-2022.

Ms. Durbin shared that the PWC CS has provided services for 146 court orders for Adult and Juvenile Competency Restoration Services along with providing oversight for Court Ordered Forensic Evaluations. CS has received 499 Forensic Evaluation Orders since April 2019 from all three PWC courts.

Ms. Durbin shared that in 2022, they have added two additional services which are the Peer Program and a grant-funded Forensic Re-Entry services and shared several client success stories with the Board. She also shared their future goals which include aligning the scope and capability of PW Forensic Services to the growing population, demand, and need for specialized services; Situating PW's Forensic programming to be aligned with other NOVA CS Forensic Divisions in terms of staffing, scope of work, and reach into the community; education of the community and stakeholders to ensure that inmates that are released are connected to quality, affordable, evidence-based services in the community.

APPROVAL OF MINUTES

RESOLUTION 22-04R1-02

MOTION: Bayer

SECOND: Carr

The Prince William County Community Services Board does hereby approve the minutes of March 17, 2022.

Vote:

Ayes--Baker, Bayer, Bennett, Carr, Garrett, Oshiki, Sowers

Nays--0

Abstained--Marshall, Starr

Absent During Vote--0

Absent From Meeting--O'Leary

RECOMMEND THE PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS BUDGET AND APPROPRIATE \$5,571,592 IN UNENCUMBERED FISCAL YEAR 2021 FUNDS IN FISCAL YEAR 2022 FOR THE VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENT SERVICES PERFORMANCE CONTRACT

WHEREAS, in Fiscal Year (FY) 2021, the Department of Community Services (CS) was budgeted a \$5,571,591 included in the Department of Behavioral Health and Developmental Services (DBHDS) Performance Contract; and

WHEREAS, DBHDS provides funding to Prince William County CS through the Performance Contract in accordance with the Code of Virginia, Title 37.2 and Sections 37.2-500, 37.2-512, and 37.2-600 through 37.2-615; and

WHEREAS, the DBHDS Performance Contract funds are ongoing and the FY 2021 funds remain available; and

WHEREAS, budgets and appropriations are required in FY 2022 in order to continue to utilize the DBHDS Performance Contract funds; and

WHEREAS, funds are restricted for use in accordance with the DBHDS Performance Contract agreement including services and supports for behavioral health, mental health, intellectual disability, developmental disability, and substance abuse; and

WHEREAS, there is no general fund local tax support required to budget and appropriate these funds;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby budget and appropriate \$92,677 in unencumbered federal and \$5,478,915 in unencumbered state FY 2021 revenue and expenditure funding in FY 2022;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes the Department of Finance to re-appropriate all unexpended amounts, specific to this request, to the next fiscal year.

RESOLUTION 22-04R1-03

MOTION: Bennett

SECOND: Garrett

Vote:

Ayes--Baker, Bayer, Bennett, Carr, Garrett, Marshall, Oshiki, Sowers, Starr

Nays--0

Abstained--0

Absent During Vote--0

Absent From Meeting--O'Leary

AUTHORIZE THE GRANT APPLICATION SUBMISSION FOR THE POTOMAC HEALTH FOUNDATION COMMUNITY PARTNERS DISCRETIONARY GRANT; AND ACCEPT, BUDGET, AND APPROPRIATE \$2,000,000 IN ONE-TIME REVENUE FOR FISCAL YEARS 2023-2025 TO THE COMMUNITY SERVICES' COUNTY BUDGET, UPON GRANT APPROVAL AND AWARD

WHEREAS, Community Services (CS) received an invitation to apply for the Potomac Health Foundation (PHF) Community Partners Discretionary grant; and

WHEREAS, CS is required to receive authorization from the Community Services Board and Board of County Supervisor to apply for this funding opportunity; and

WHEREAS, CS must apply and utilize awarded funds in support of the PHF mission to improve the health of the community through increased access to primary and behavioral health care for the medically underserved; and

WHEREAS, CS requests authorization to apply for the PHF funding to support the Prince William County's planned Crisis Receiving Center services, effective in Fiscal Year (FY) 2023. These services will provide increased local capacity and will provide behavioral health crisis services including, rapid assessment, intervention services, physical health assessment, substance use detoxification services, and linkage to community resources; and

WHEREAS, CS, upon grant award, must request an increase in budget authority so that additional funds can be expended; and

WHEREAS, CS requests increasing one-time budgeted revenues by \$2,000,000; and

WHEREAS, CS must expend the time limited PHF revenue during the award period of FY 2023 - FY 2025, July 1, 2022 through June 30, 2025; and

WHEREAS, CS requests to carryforward any unused PHF revenue, through the duration of the award period of FY 2023 - FY 2025, July 1, 2022, through June 30, 2025; and

WHEREAS, funds are restricted for the above-mentioned area; and

WHEREAS, there is no general fund local tax support required to accept, budget, and appropriate these funds; and

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Community Services Board does hereby recommend the Prince William Board of County Supervisors authorize the grant application; and accept, budget, and appropriate \$2,000,000 in one-time revenue to the FY 2023 - FY 2025, July 1, 2022, through June 30, 2025, Community Services' budget, upon grant approval and award;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board does hereby recommend the Prince William Board of County Supervisors authorize the Department of Finance to re-appropriate all unexpended amounts, specific to this request, to the next fiscal year.

RESOLUTION 22-04R1-04

MOTION: Bayer

SECOND: Carr

Vote:

Ayes--Baker, Bayer, Bennett, Carr, Garrett, Marshall, Oshiki, Sowers, Starr

Nays--0

Abstained--0

Absent During Vote--0

Absent From Meeting--O'Leary

RECOMMEND THE PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS ACCEPT, BUDGET, AND APPROPRIATE \$1,500,000 IN ONE-TIME FEDERAL; \$1,500,000 ONE-TIME STATE; AND \$200,000 ONGOING STATE REVENUES TO RECONCILE THE FISCAL YEAR 2022 COMMUNITY SERVICES' COUNTY BUDGET TO ANTICIPATED REVENUES

WHEREAS, the Department of Behavioral Health and Developmental Services (DBHDS) and other funding sources have notified Community Services (CS) of one-time and ongoing funding changes; and

WHEREAS, CS is required to reflect accurate revenue projections; and

WHEREAS, CS must request an increase in budget authority so that additional funds can be expended; and

WHEREAS, CS requests increasing one-time budgeted federal pass-through Substance Abuse (SA) Prevention and Treatment and Mental Health (MH) Community Federal Block Grant (FBG) revenues by \$1,500,000; one-time budgeted state DBHDS Systems Transformation Excellence and Performance (STEP-VA) MH Mobile Crisis Response revenues by \$1,500,000; and ongoing budgeted state DBHDS MH Other revenues by \$200,000 to initiate program services for the Prince William County (PWC) Crisis Receiving Center (CRC); and

WHEREAS, CS must expend the time-limited federal SA Prevention and Treatment and MH Community FBG by March 14, 2023; and

WHEREAS, CS must utilize the federal SA Prevention and Treatment and MH Community FBG for site development and program service startup expenses; and

WHEREAS, CS requests to carryover any unused SA Prevention and Treatment and MH Community FBG, DBHDS STEP-VA MH Mobile Crisis Response, and DBHDS MH Other project revenue at year end to the next fiscal year; and

WHEREAS, funds are restricted for the above-mentioned area; and

WHEREAS, there is no general fund local tax support required to accept, budget, and appropriate these funds; and

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Community Services Board does hereby recommend the Prince William Board of County Supervisors accept, budget, and appropriate \$1,500,000 in one-time federal pass-through; \$1,500,000 in one-time state; and \$200,000 in ongoing state revenues to reconcile the FY 2022 CS' County budget to anticipated revenues;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board does hereby recommend the Prince William Board of County Supervisors authorize the Department of Finance to re-appropriate all unexpended amounts, specific to this request, to the next fiscal year.

RESOLUTION 22-04R1-05

MOTION: Bayer

SECOND: Garrett

Vote:

Ayes--Baker, Bayer, Bennett, Carr, Garrett, Marshall, Oshiki, Sowers, Starr

Nays--0

Abstained--0

Absent During Vote--0

Absent From Meeting--O'Leary

RECOMMEND PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS AUTHORIZE COMMUNITY SERVICES TO APPLY, ACCEPT, BUDGET, AND APPROPRIATE \$1,000,000 IN ONE-TIME FEDERAL REVENUE, CONTINGENT UPON AWARD OF SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES BLOCK GRANT

WHEREAS, the Department of Health and Human Services (DHHS), Substance Abuse and Mental Health Services Administration (SAMHSA) has issued a Notice of Funding Opportunity; and

WHEREAS, CS is interested in submitting an application for a System of Care grant to increase services for teenage clients by the due date of April 18, 2022; and

WHEREAS, this resolution authorizes the Executive Director to sign the application and Board of County Supervisors action is contingent upon the award; and

WHEREAS, CS must request an increase in budget authority so that additional funds can be expended; and

WHEREAS, CS requests increasing one-time budgeted federal revenues by \$1,000,000 and a corresponding increase in one-time expenditures authority of \$1,000,000; and

WHEREAS, CS requests increasing one-time expenditures by \$1,000,000; and

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Community Services Board does hereby recommend the Prince William Board of County Supervisors authorize Community Services to apply, budget, and appropriate \$1,000,000 in one-time federal revenue and \$1,000,000 in one-time expenditure authority to carry out the programmatic description contained in the grant proposal to the Fiscal Year 2023 Community Services budget.

RESOLUTION 22-04R1-06

MOTION: Carr

SECOND: Bayer

Vote:

Ayes--Baker, Bayer, Bennett, Carr, Garrett, Marshall, Oshiki, Sowers, Starr

Nays--0

Abstained--0

Absent During Vote--0

Absent From Meeting--O'Leary

DISCUSSION ITEMS:

A. Dashboard Measures Update

Ms. Dugan shared that per the state performance contract between Prince William Community Services (CS) and the Department of Behavioral Health and Developmental Services (DBHDS), PW CS is measured monthly on a variety of performance indicators that DBHDS has identified as being indicative of the quality of our services.

Ms. Dugan shared the following highlights:

- Annual Physical Examination- PW CS 12-month average was 49.5% which is higher than the all CSB 12-month average of 48.6%.
- Initiation of Substance Use Disorder Services- PW CS 12-month average was 75.4% which is higher than the all CSB 12-month average of 73.4%.

- Engagement of Substance Use Disorder Services- PW CS 12-month average was 59.6% which is higher than the all CSB 12-month average of 57.2%.
- Retention of Substance Use Disorder Services- PW CS 12-month average was 44.0% which is higher than the all CSB 12-month average of 33.6%.
- Developmental Disability Face to Face Visits and In-Home Visits- PW CS is slightly below the 90% benchmark at 88% which is being attributed to either facility COVID-19 restrictions or the client/family refusal of a face-to-face visits. The In-Home Visits have seen a steady increase since the low last year which was a result of a data issue which has since been corrected.

B. Licensing Reviews Update

Ms. Dugan shared that the DOJ settlement requirements include the expectation that DBHDS do a full review of treatment each time an individual with ID/DD dies while enrolled with a DBHDS licensed provider. Each agency involved in the treatment of that individual is required to send the last three months' worth of treatment records to the Mortality Review Committee (MRC) who reviews and determines if there are any concerns/errors within the records. Historically, we have not received any feedback on the MRC reviews unless there was a finding which then resulted in DBHDS issuing a licensing citation.

In October 2021, DBHDS implemented a new computerized system that now provides documentation related to each MRC review. The results are either "no violations" or a list of citations that require us to submit a corrective action plan. Since this is technically a licensing review, the agency will share the results of MRC reviews with the board moving forward. All MRC reviews for FY22 through the end of Q3 were provided for your review.

FY22 First Quarter

1. Intensive In-Home program (New Horizons) completed on 8/18/21 Results: No violations
2. DD/ID death reviews (6 reviews, 0 citations)

FY22 Second Quarter

1. No licensing reviews completed
2. DD/ID death reviews (4 reviews, 2 citations)

FY22 Third Quarter

1. SAOP-Results: Citation received for late critical incident report
2. DDCM annual license update completed on 3/3/21-Results: 10 Citations received.
3. DD/ID death reviews (4 reviews, 0 citations)

OPEN ITEM:

A. VACSB Conference

Chairman Sowers reminded the members that the VACSB Training and Development Conference will be held on May 4-5 and asked if there are any members that wish to attend. Vice-Chair Oshiki asked that he be registered for the event as he is interested in attending.

EXECUTIVE DIRECTOR'S TIME

--Ms. Madron thanked Ms. Bennett for the Hope Awakened: A Workbook for People Who Have Survived a Suicide Attempt workbook and congratulated Trillium Center on their accomplishment and remarked that will be very helpful to many in the community.

--Ms. Madron announced the Mental Health 5K Walk on May 15, 2022, that is being sponsored by Supervisor Bailey.

--Ms. Madron shared that at the BOCS budget mark-up session that one of the members recommendations to save taxpayer money, was to remove the 20 new positions that were part of the CS five-year plan. Fortunately, after discussion, the positions were preserved. One of the concerns that was raised was that CS had 52 current vacancies when their report was generated. At the time, CS had 52 vacancies but there were 16 that were in the process of being filled at the time and were not reflected. This brought vacancies down closer to our average of 30 – 33. Ms. Madron shared kudos to our hiring manager, Smita Maskey for the great job she is doing to fill the current vacancies. CS has been working closely with County Human Resources on starting salary and compression issues, along with hiring requirements.

--Ms. Madron thanked Michael Goodrich for all his continued hard work on researching physical space for near future expansion.

--Ms. Madron announced that CS will have a new Deputy Director, Georgia Bachman, starting on June 13th. Ms. Bachman has had a long career with Fairfax County CSB with her last position being an Assistant Deputy Director.

BOARD MEMBERS' TIME

OBEDIAH BAKER, JR.: Mr. Baker thanked Ms. Madron and all those who presented this evening. Mr. Baker shared that he will be attending his first meeting on the Housing Board and asked Ms. Bowman if there was anything that he could take back to the Housing Board on behalf of CS. Regarding Ms. Durbin's presentation, Mr. Baker said he would like to talk to her more. Mr. Baker closed "as always", thanking staff for what they do at the CSB.

ALTONIA GARRETT: Ms. Garrett thanked Ms. Bennett for the books and extended her thanks to Lisa, staff, and the whole CS team for all they do.

WILLIAM CARR: Dr. Carr thanked everyone for the presentations and thanked Ms. Bennett for the workbooks.

DEANNA BAYER: Mx. Bayer thanked Robyn Fontaine and Michael Goodrich for all they do with the financial management for CS. Mx. Bayer thanked Ms. Durbin for her presentation and thanked her fellow board members for all they do.

VONEKA BENNETT: Ms. Bennett thanked Ms. Durbin for her presentation and thanked Ms. Madron. Ms. Bennett also expressed congratulations to Cynthia Dudley and Trillium Center on the release of their workbook.

BRADLEY MARSHALL: Mr. Marshall expressed that it was nice meeting Ms. Starr. Mr. Marshall also thanked Ms. Bennett for the workbook. Mr. Marshall stated he loves data dashboards and thanked Ms. Dugan and Ms. Fontaine for their presentations. Mr. Marshall thanked Ms. Durbin, Ms. Goswell, and the staff of the Forensic Services Program for all they do and remarked that they are really making a difference.

SALLY STARR: Ms. Starr thanked everyone for the warm welcome and for the presentations this evening. Ms. Starr shared she hopes to attend in person at the next meeting.

TIMOTHY OSHIKI: Vice-Chair Oshiki encouraged his fellow members to visit Cynthia Dudley at Trillium. Vice-Chair Oshiki remarked that it was an amazing presentation from Ms. Durbin and Ms. Goswell. Vice-Chair thanked Ms. Fontaine and Mr. Goodrich for the financial data and all the work done on that. Vice-Chair Oshiki reminded all that when they look at these reports, real human beings are behind numbers. Vice-Chair Oshiki asked Ms. Madron to please let staff know they really do change lives.

PATRICK SOWERS: Chair Sowers expressed that staff is awesome. Chair Sowers also remarked that there are staffing issues that come up frequently and asked that no one grows cold to them and reminded the Board that they continually need to fight for CS staff. Chair Sowers also stated that the Board needs to make sure the decision makers know the priorities and needs of CS. He added that CS staff save lives, and we need to constantly remind them of that.

ADJOURNMENT

RESOLUTION 22-03R1-07

MOTION: Bayer

SECOND: Carr

The Prince William County Community Services Board does hereby agree to adjourn the April 21, 2022, Regular Meeting at 8:20 p.m.

Vote:

Ayes--Baker, Bayer, Bennett, Carr, Garrett, Marshall, Oshiki, Sowers, Starr

Nays--0

Abstained--0

Absent During Vote--0

Absent From Meeting--O'Leary
