

**Arlington County Community Services Board  
Executive Committee Meeting**

**February 12, 2018  
2120 Washington Blvd., Room 112**

**Present:** Anne Hermann, Carol Skelly, Jenette O’Keefe, Dori Mitchell

**Absent:** Asha Patton-Smith, Joanne Del Toro, James Mack

**Staff:** Oliver Russell, Deborah Warren, Kelly Mauller

The February 12, 2018 Arlington County Community Services Board (ACCSB) Executive Committee meeting was convened by ACCSB Chair Anne Hermann at 6:00 p.m. The meeting was held at 2120 Washington Boulevard, Room 112, Arlington, Virginia 22204.

**Approval of the October 2, 2017 Executive Committee Minutes**

Chair Hermann called for a motion to approve the October 2, 2017 ACCSB Executive Committee meeting minutes. Ms. Deane motioned to approve the minutes, Ms. O’Keefe seconded the motion, and the minutes were approved as amended.

**Approval of the November 8, 2017 Executive Committee Minutes**

Chair Hermann called for a motion to approve the November 8, 2017 ACCSB Executive Committee meeting minutes. Ms. Deane motioned to approve the minutes, Ms. Skelly seconded the motion, and the minutes were approved as amended.

**Approval of the December 10, 2017 Executive Committee Minutes**

Chair Hermann called for a motion to approve the December 10, 2017 ACCSB Executive Committee meeting minutes. Ms. O’Keefe motioned to approve the minutes, Ms. Skelly seconded the motion, and the minutes were approved with no amendments.

**Reporting Measures – Sentinel Events**

Mr. Russell reported the number of incidents in the group homes over the past several months. He stated that 5 deaths have been reported since the last report in January; 1 suicide, 1 police involved death and 3 suspected drug over doses. He noted that sentinel event meetings are held with the BHD Leadership Team, the clinician and the clinician’s supervisor within 7 days of the incident. He added that all deaths, attempted suicides and abuse are considered sentinel events.

Mr. Russell noted that intake services for substance use have increased by 50% since the implementation of Same Day Access (SDA). He added that the increase is due to an individual being able to come in for services immediately as opposed to having to wait several weeks. Mr. Russell will develop a one-page update about SDA services for presentation to the full board members at the February 21<sup>st</sup> meeting.

In response to the sentinel event report, Ms. Warren listed a few DHS innovative approaches to treatment.

- Increased community outreach
- Same Day Access (SDA)/intake and assessment

- Medication Assisted Therapy (MAT)
- Drug Court Program
- Discussions are being held to have an on-site pharmacy

Mr. Russell asked the members if they would like to have a presentation about the DHS Office Based Opioid Treatment (OBOT) Program in April. OBOT is an evidence-based program that uses medication-assisted treatment in the form of Buprenorphine (Suboxone), group and individual therapy, peer support services, community-based 12 step support groups, and urinalysis.

**CSB FY19 Local Budget Priorities (confirm priorities, discuss public hearings and work session)**

Chair Hermann opened a discussion about the FY19 CSB local budget requests (Refer to Handout). The members discussed the requests.

The CSB FY19 local budget requests are as follows:

**Adult Mental Health Services**

1.0 FTE MH Therapist for the young adult MH services (First-STEP)  
Estimated Cost: \$100,000

**Substance Use Services**

1.0 FTE Peer Outreach position to be involved in many areas to include:

- Opioid outreach
- Connection of unengaged or under-engaged clients
- Re-entry “warm hand-off” from jail and residential treatment back to community

Estimated Cost: \$65,000

**Developmental Disability Services**

A 3-year pilot for a customized integrated employment internship and placement program modeled on Pathways to Careers to begin in FY 2019.  
Estimated Cost: \$120,000

The CSB previously agreed to remove this request from their priorities. Ms. Skelly presented detailed justification for the pilot and asked that the committee consider reinstating the request. The committee agreed to reinstate the request and will seek final approval of all of the requests at the full board meeting on February 21<sup>st</sup>.

The committee discussed the priorities and the process for presenting talking points to the County Board members. The CSB, Ms. Warren and Mr. Russell will collaborate with staff to develop the talking points. Ms. Mauller will assemble the talking points into a packet to leave with the County Board members.

**Budget Work Session**

Chair Hermann stated that she will present talking points about the CSB’s local budget priorities at the County Board Work Session on February 28<sup>th</sup>.

**CSB Budget Meetings with County Board Members**

Chair Hermann opened a discussion about the CSB meetings with the County Board members. The meeting dates scheduled at this time are as follows:

March 15<sup>th</sup> 3:00 – 4:00 with Erik Gutshall and Libby Garvey  
March 20<sup>th</sup> 1:00 – 2:00 with Christian Dorsey

Ms. Mauller will follow up with the County Board Office about scheduling meetings with the remaining County Board members.

### **Arlington County Public Budget and Tax Rate Hearings**

Chair Hermann announced that the Public Budget Hearing will be held on Tuesday, April 3rd and the Tax Rate(s) Public Hearing will be held on Thursday, April 5<sup>th</sup>. Both hearings begin at 7:00 p.m. in County Board Room 307, 2100 Clarendon Boulevard.

An advanced sign-up registration procedure for both hearings will be used again in 2018. Citizens will be able to sign-up in advance beginning at 8:00 a.m. 5 days before each hearing date. Advanced sign-up will close at 5:00 p.m. the day before each hearing. Chair Hermann asked the members to email her if interested in speaking.

### **Plan CSB Spring Retreat**

Chair Hermann opened a discussion about the CSB Spring Retreat scheduled for May 19<sup>th</sup> at 2120 Washington Boulevard in room 424. The committee suggested several topics of discussion:

- Strategic planning for the upcoming fiscal year budget
- The past year's budget process
- Community engagement
- Committee structures and content
- Communication between the CSB board and the committees as a process

### **Public Comment Protocol**

Chair Hermann opened a discussion about the protocol for the public comment period at the beginning of each CSB full board meeting. The committee suggested adding language at the top of the agenda that states that public comment is limited to 5 minutes. The same language would be added to the CSB portion of the County public website and verbally stated at the beginning of each full board meetings as necessary.

Ms. Skelly suggested informing individuals presenting public comment that any follow up discussion may become an agenda item at a future full board meeting; that the agenda for the evening's meeting has already been set. The board members would be able to ask clarifying questions to assist in obtaining data for follow up discussion.

The suggested public comment protocol will be brought before the full board for approval at the February 21<sup>st</sup> meeting.

### **Brief Updates/Information**

- ✓ Chair Hermann announced that the annual Offender Aid and Restoration (OAR) will hold their 10th Annual Second Chance Fundraising Breakfast on Tuesday, April 24, 2018 from 7:45a.m. to 9:00a.m. at the Crystal Gateway Marriott in Crystal City. Guests are invited to enjoy a free, hot breakfast and hear an inspiring program including OAR participants sharing their personal stories. This event is a fundraiser to support OAR's programs, but there is no minimum and no maximum donation expected. RSVP is required to attend this event.
- ✓ Ms. Warren stated that the VACSB included one page of information for each CSB in Virginia in their annual report. She commented that Alexandria's page mentions that Friends of the

Alexandria Mental Health Center collaborated with the Arlington Mental Health Alliance to petition VHCs application to purchase land for the addition of 100 medical surgical beds.

- ✓ Ms. Deane reminded the committee about the appreciation lunch being held on February 14<sup>th</sup> for the Program of Assertive Community Treatment Program (PACT) Team.
- ✓ Ms. Deane asked questions about the ASPAN Homeless Shelter.

Question:

Is it a County or DHS requirement that shelter staff are not permitted to inform a family member whether their relative is at the shelter unless a release has been signed? If so, under what basis is this confidentiality required, since the shelter does not fall under HIPPA? A-SPAN staff believe it is a County requirement. If confidentiality is not a requirement from the County side, would the staff member overseeing the A-SPAN contract, or another appropriate individual send a notice in writing to A-SPAN that this is not a County policy?

Response:

Ms. Warren responded that DHS provides funding for the shelter and that the shelter contract has a confidentiality clause. Ms. Warren will research whether the policy is an ASPAN or DHS policy. She noted that ASPAN will not divulge identifying information to the police without the police being present.

Question:

Is there a limit for how long an individual can stay in the shelter?

Response:

Ms. Warren responded that an individual must follow through on a plan of care (looking for employment, saving money etc.) in order to be a permanent resident of the shelter. She added that the shelter offers a hypothermia program without any barriers for residency during the winter months of the year.

- ✓ Ms. Deane reported that she received a letter from a family member of an individual with ASD and mental health issues who is receiving only developmental disability services that the family does not believe are appropriate to his needs. She stated that the letter indicated that the individual requires additional services. Ms. Warren responded that she is aware of the situation and that a peer has visited the home and a service integration plan meeting is being organized. Ms. Warren and John Palmieri, Behavioral Healthcare Division Chief, will follow up with the family.
- ✓ Ms. O'Keefe reported about upcoming activity in the Substance Abuse Committee.
  - The Substance Abuse and Mental Health Committees are holding a joint meeting on February 28<sup>th</sup>
  - A presentation about substance abuse services will be brought before the full board in April or May
  - Discussions have been held about changing the name of the committee to the Substance Use Disorder Committee
- ✓ Mr. Russell announced that Child and Family Services is conducting a community survey about service integration. Service integration meetings are also being held with Public Schools and Public Health.

- ✓ Ms. Warren announced that the interview process for hiring a Bureau Chief for Child and Family Services started this week.
- ✓ Ms. Skelly reported that the Site Plan Review Committee (SPRC) met on February 5<sup>th</sup> and will meet again on February 26<sup>th</sup>. The SPRC is continuing discussion about transportation and parking. She added that the SPRC is scheduled to meet with Virginia Hospital Center on February 9<sup>th</sup>. Ms. Deane and Ms. Skelly will attend.
- ✓ Chair Hermann reported that Krysta Jones, aide to County Board CSB Liaison Christina Dorsey, submitted a request for an update to the CSB's charging document and roster. She stated that she reviewed the Charge and that there are a few minor changes to incorporate. Ms. Mauller sent an updated roster to Ms. Jones.
- ✓ Ms. Warren reported that she has received recommendations to the CSB Memorandum of Agreement with the County Board Office from the County attorney's office. She stated that she will review the recommendations and provide a draft for the full board to review at the February 21<sup>st</sup> meeting. The CSB and the County Board Office must agree to any changes.
- ✓ Ms. Warren announced that the newly revised BHD brochure has been sent to Linden Resources for printing.

**Upcoming Items for CSB Full Board Meeting on February 21, 2018**

- ✓ Denise (Shelli) Wargo, Supervisor, Intake and Assessment Unit and Discharge Planning, Client Services Entry was nominated to receive the February 21, 2018 CSB staff recognition award.
- ✓ Mr. Russell will provide a one-page update about Same Day Access (SDA).
- ✓ The members will finalize their CSB FY19 Local Budget Priorities.
- ✓ Chair Hermann will ask for updates from any CSB Ad Hoc Initiative Committees.

**Adjournment**

The Arlington County Community Services Board Executive Committee meeting was adjourned by Chair Hermann at 8:20 p.m.

Respectfully submitted by Kelly Mauller.