

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

**August 12, 2019
2100 Washington Boulevard - Room A
Arlington VA 22201**

Present: Jim Mack, Steve Gallagher, Dave FitzGerald, Jenette O'Keefe, Wendy Carria, Carol Skelly, Asha Patton-Smith, Dori Mitchell

Via Telephone: Anne Hermann

Staff: Ollie Russell, Kelly Mauller, Deborah Warren

Approval of the July 8, 2019 Executive Committee Minutes

The committee agreed to defer the July 8, 2019 ACCSB Executive Committee meeting minutes to the September 9th Executive Committee meeting to allow for additional time for review and clarification.

Brief Summary of Previous Business

- Chair O'Keefe directed the committee to the CSB budget priorities for the General Assembly (Refer to Handout). She stated that the budget priorities are in response to a request from County Board Chair, Christian Dorsey, for Commissions input for the State legislative priorities. She added that the priorities were sent to CSB County Attorney Liaison Pat Carroll and asked the committee to review the priorities before the September 9th Executive Committee meeting.
- Ms. Warren provided an update about the vandalism incident that occurred at the Community Integration Center, a Developmental Disability day support program. She stated that clean up support was provided by staff from the Department of Human Services (DHS) and the Department of Environmental Services (DES). She added that Anita Friedman, DHS Director, sent a letter to the participants in the program, their family members, the centers employees and to staff assuring them that this type of incident will not be tolerated.

Chair O'Keefe suggested that the CSB Board send thank you notes to the leaders of the individual departments that provided support.

Ms. Warren commented that the definition of a hate crime is very narrow.

Ms. Skelly stated that she spoke with Arlington County Police Chief Farr who stated that the incident was deemed a random act and not a hate crime, which is more intentional with a specific bias. She added that Chief Farr explained that this particular incident is not considered a hate crime on a local or federal level. Ms. Skelly stated that she also sent a letter to Mr. Dorsey expressing her concerns and to suggest improving security measures at the center.

Ms. Warren stated that the Police Department is going to conduct a safety evaluation at the center to determine how to improve security measures. Ms. Warren will provide updates to the committee as she receives them.

CSB Executive Director's Report

- Ms. Warren provided an update about StepVA. Step VA is the regulations going forward to strengthen the entire CSB system so that there is more consistency in services across the State. She stated that the next StepVA Advisory Council (STAC) meeting is scheduled for July 19th. Ms. Warren noted that STAC is determined to execute State Commissioner Dr. Melton's vision. Dr. Melton recently passed away. She stated that STAC is considering how to allocate \$7.8 million in funding for crisis services for the entire state.

Mr. FitzGerald asked who appointed Dr. Melton. Ms. Warren responded that Secretary of Health and Human Resources, Dr. Carey appointed Dr. Melton.

- Ms. Warren reported out about Arlington County's proposed Behavioral Health Docket. She stated that two public forums to discuss the proposed docket have been scheduled; August 15th at Central Library hosted by the Arlington Mental Health & Disability Alliance (AMHDA), and September 5th at 2100 Washington Boulevard hosted by DHS.

Ms. Warren stated that she and Ms. Friedman have a meeting scheduled with new Commonwealth Attorney, Parisa Tafti, on August 13th to orient her to DHS and provide a tour of the DHS complex.

- Ms. Warren reported that the Group Homes RFP was submitted to the County Attorney's Office, with final revisions, on Tuesday and that she requested notification of completion of their review.

CSB Organizational Plan

Chair O'Keefe stated that the goal of the Executive Committee is to review the CSB regulatory documents and committee roles. She noted that the Executive Committee will present about these topics, step by step, during the next several meetings prior to bringing recommendations to the full board.

Chair O'Keefe stated that the committee will conduct a more in-depth review of the committee roles at the September 9th Executive Committee meeting. She added that no discussion will be held at tonight's meeting and asked the members to send any questions to her that will promote discussion.

Vice Chair Gallagher provided an overview of the hierarchy of authorities guiding the operations of the CSB (Refer to Handout). They are as follows:

- The Code of Virginia
- The CSB Charter
- The State Performance Contract
- The Memorandum of Agreement (MOA) between the CSB and the County Manager
- The CSB By-laws
- The CSB Board Policies and Procedures
- The Interagency Agreements between the CSB and other agencies
- Arlington County Advisory Group Handbook – It was noted that not all of the provisions in the handbook apply to the CSB, as the CSB is not an Advisory Group

Vice Chair Gallagher stated that the documents will be discussed at the September 9th Executive Committee meeting. He added that the CSB will work towards aligning all of the documents. Vice Chair Gallagher will email the documents to the committee to review prior to the September meeting.

Ms. Warren suggested sending the MOA to the County attorney for review prior to sending the document to the County Manager. Ms. Mauller will compare the By-laws, the MOA and the Charter for inconsistencies prior to the September 9th meeting.

In reference to updating the CSB Policies and Procedures, Ms. Skelly proposed conducting a study of the eligibility criteria for individuals with developmental disabilities (DD). She suggested establishing a small working group to include staff and to schedule two meetings; one to brainstorm ideas and one to create a working draft procedure. She noted that, after drafting and defining the eligibility criteria, the CSB could collaborate with public schools. Ms. Carria stated that the schools can provide trending data.

Miscellaneous Updates/Information

- Chair O'Keefe asked the committee to notify Ms. Mauller about any upcoming events for inclusion in the calendar items on the meeting agendas.

Ms. Patton Smith reported that Child and Family Services is hosting a prevention showing of Kevin Hines' "The Ripple Effect", and will hold panel discussion afterwards, at the Shirlington Library on October 15th from 6:00 p.m. to 9:00 p.m.

- Vice Chair Gallagher reported that Arthur Ginsberg, President and CEO of Community Residences provided a site tour of two of the group homes for Delegate Patrick Hope.
- Ms. Warren asked the committee which CSB programs and services they would like to have highlighted at future meetings. The committee will bring ideas to the September 9th Executive Committee meeting.
- The CSB will host the annual Legislative Delegation Forum with Arlington's Legislators on November 6th from 6:00 p.m. to 7:00 p.m. in the 2100 Washington Boulevard building in the lower level auditorium.
- Chair O'Keefe provided an overview of upcoming September agenda items.
 - Local budget priorities for submission to the County Board over the next few months.
 - Discussion on committee roles will be on-going.
 - Updates on relevant issues, such as the proposed Behavioral Health Docket, and sexual assault in group homes will be on-going.
 - Action items to go forward to the CSB board will be determined.
 - Procurement progress
 - Updates from committee Chairs will be on-going. Lengthy topics of discussion could be added as timed agenda items.
- Ms. Warren reported that she met with the Human Resources Department (HRD) for the County to discuss the challenges of workforce development and retention of staff. She noted that salaries will be reviewed for all clinical staff in the next year. She stated that the goal is to create a career ladder to hire individuals with a particular skill set and provide training to allow for professional development.

- Ms. Warren announced that Leslie Weisman, Client Services Entry Bureau Chief, is retiring after 31 years with the County. She noted that a draft job description has been developed and submitted to the Arlington Mental Health and Disability Alliance Committee.
- Ms. Warren stated that she would like assistance from the CSB on how to navigate negativity and how to have a civil discourse.
- The Full Board does not meet in August.
- The next Executive Committee meeting is scheduled for September 9th.

Upcoming Committee Meetings

- Mental Health - no meeting in August - next meeting is Wednesday September 11th, 2120 Building, Room 322 - 6:00 - 8:00
- Developmental Disabilities - no meeting in August - next meeting is Wednesday September 4th, 2100 Building, lower level - 6:30 - 8:30
- Substance Use - next meeting is Monday August 26th, 2120 Building, Room 115 - 7:00 - 9:00
- Child and Youth - No meeting in August - next meeting is September 18th, 2100 Building, Lower level B, 6:00 - 7:00

Other Upcoming Events

- August 14th - 18th - Arlington County Fair - Thomas Jefferson Community Center - 3501 2nd St S, Arlington
- August 15th - 6:30 p.m. - 8:45 p.m. - Arlington Mental Health and Disability Alliance (AMHDA) Forum - Central Library
- September 5th - 6:00 p.m. - 7:30 p.m. - Behavioral Health Docket Community Meeting - 2100 Washington Boulevard - Lower Level Auditorium

The Arlington County Community Services Board Executive Committee meeting was adjourned by Chair O'Keefe at 7:20 p.m.

Respectfully submitted by Kelly Mauller.