

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

**July 8, 2019
2100 Washington Boulevard - Room A
Arlington VA 22201**

Present: Jim Mack, Steve Gallagher, Dave FitzGerald, Jenette O'Keefe

Via Telephone: Anne Hermann

Excused: Carol Skelly, Joanne Del Toro, Asha Patton-Smith

Staff: Ollie Russell, Kelly Mauller, Deborah Warren

CSB Executive Committee Purpose

Ms. Warren stated that the purpose of the CSB Executive Committee is to set the agenda for the CSB Full Board meetings and to bring together the Chairs and/or Co-Chairs of the subcommittees to make decisions as a collective body.

Introduction of New Members to Committee

Chair O'Keefe introduced and welcomed Steve Gallagher and Dave FitzGerald to the committee. Mr. Gallagher is a member of the Mental Health Committee and was recently appointed by the County Board as Vice Chair to the CSB. Mr. FitzGerald is also a member of the Mental Health Committee and was recently appointed Vice Chair to that Committee, making him eligible to become a member of the CSB Executive Committee.

Approval of the June 10, 2019 Executive Committee Minutes

Chair O'Keefe called for a motion to approve the June 10, 2019 ACCSB Executive Committee meeting minutes. Mr. Gallagher motioned to approve the minutes, Ms. Mitchell seconded the motion, and the minutes were approved as amended.

Informal Discussion: Roles and Responsibilities as CSB Board Participants

Chair O'Keefe opened an informal discussion about the roles and responsibilities of CSB Board participants. Chair O'Keefe stated that there are several roles of the Chair; to be supportive and act as facilitator to the board and the board's work, to foster the goals of the individual committees, and to be the spokes-person for the CSB. She noted that, per the CSB By-Laws, only the CSB Chair serves as the spokesperson for the Board, unless another Board member is designated to do so. Chair O'Keefe stated that she would like to attend all of the committee meetings and asked if anyone would like to speak about their committee's needs. She concluded by letting the committee know that they should feel free to bring any concerns to her.

Ms. Mitchell suggested that all committee chairs submit a copy of their draft committee minutes to Chair O'Keefe for review in preparation for future meetings and initiatives.

Mr. FitzGerald asked for the distinction between the Executive Committee and the Full Board. Chair O'Keefe responded that the role of the Executive Committee and the Chairs, after meeting and deliberating in their committees, is to advise, collaborate and discuss any needs and then bring summarized conclusions before the full board.

Mr. Gallagher asked if policy making decisions are the responsibility of the Executive Committee or the Full Board. Mr. Russell responded that there is a structure of CSB policies and procedures, which are currently under review. He added that the CSB Executive Director promulgates policy.

Ms. Hermann stated that the full board's function is to also provide oversight and advocacy.

Mr. Gallagher asked if the CSB has a role in policy making decisions and if the CSB made any policy decisions in the previous year. Ms. Warren responded by providing an example of the CSB's role, through the perspective of budget advocacy:

An active CSB concern was brought forward about persons with autism and Behavioral Health challenges. As a result, staff were tasked with evaluating existing clients, clients coming in through various entry points, issues presented, reviewing treatment possibilities, developing an adhoc committee, coordinating an educational event and coordinated with DBHDS for specialized training for approximately 17 staff. The CSB was able to advocate for, and receive, local funding to specifically address the need.

CSB Executive Director's Report

- ✓ Ms. Warren provided an update about StepVA. She stated that Step VA is the regulations going forward to strengthen the entire CSB system so that there is more consistency in services across the State. Ms. Warren noted that the first required steps were to implement Same Day Access (SDA) and provide Primary Care Screenings.

Ms. Warren stated that she is a member of the StepVA Advisory Committee (STAC) noting that StepVA is a moving forward framework. She added that the work of STAC is important because of the structure of the State budget, in terms of establishing data and information for the State to fully fund StepVA.

- ✓ Ms. Warren stated that the Department of Behavioral Health and Developmental Services (DBHDS) contracted with JBS International Services to perform a state-wide Behavioral Health System Assessment of all 40 CSBs in the State. She noted that the Arlington CSB was the pilot assessment which occurred on June 25th and 26th. She added that JBS conducted interviews with the Chair and the Executive Director of the CSB, individual interviews with staff, and held focus groups for clients and staff. The assessment was focused on mental health and substance use disorder treatment services.

Mr. Russell noted that he attended the exit interview session. He stated that once JBS provides the CSB Leadership Team with a report of their findings, the report will be shared with the CSB members. Ms. Warren added that a State aggregated report will be made available once all 40 CSBs have been assessed.

Chair O'Keefe and CSB member Anne Hermann were also interviewed and commented that the interview was comprehensive around committee structure and board operations.

- ✓ Ms. Warren stated that the State will conduct a second study by Virginia Commonwealth University (VCU) on the Behavioral Health Equity Index. She noted that the study will cover racial and economic equity, and gaps in service by demographic.

- ✓ Ms. Warren announced that a public meeting has been scheduled on Wednesday July 17th at 3:00 p.m. in the Jury Room located on the 10th floor in the County Detention Center to discuss the County's pending application to the Office of the Executive Secretary for a Behavioral Health Docket. She stated that the application has been drafted after many years of meetings and collaboration among mental health and criminal justice partners in Arlington. She added that Anita Friedman, DHS Director, will facilitate the meeting with signatories of the application as well as involved staff. All interested community members have been invited to attend for an opportunity to discuss the application and to ask questions about the proposed docket.

Ms. Warren distributed a fact sheet about the Behavioral Health Docket. She noted that the Behavioral Health Docket is a similar concept to the Drug Court Program. The purpose is to divert individuals from incarceration by providing an opportunity for an individual to agree to participate in a structured program to receive appropriate Behavioral Health services and other services in order to be healthy. The individual must agree to participation.

The committee discussed the Behavioral Health Docket.

Chair O'Keefe added that she responded to a request for a statement from ArlNow about the proposed Behavioral Health Docket (Refer to handout).

Miscellaneous Updates/Information

- ✓ Chair O'Keefe reported that she has received several suggestions from the CSB for topics for discussion at future CSB full board meetings. The suggestions are as follows:
 - Keep procurement RFP as an action item on the agenda
 - Consistent Committee reports by Committee Chairs
 - Specific roles of the Executive Committee and Full Board - develop roles as bullet points for the August 12th Executive Committee meeting

- ✓ Ms. Mauller asked the members to send her suggestions for inclusion in the CSB FY19 Annual Report. This year's report will be data based and include information about the CSBs 50th Anniversary.

Mr. Gallagher asked about the distribution of the annual report. Ms. Mauller responded that the annual report is distributed to the regional CSBs, the County Board, Arlington's legislators and to anyone else who may be interested in the work of the CSB.

Ms. Mitchell motioned to use the CSB's 50th anniversary quilt square as the CSBs logo. Mr. FitzGerald seconded the motion. The committee agreed.

- ✓ Ms. Mauller announced that the Annual Consumer Art Show (Refer to handout) will be held Friday July 12th from 12:00 p.m. to 6:00 p.m. at the 2120 Washington Boulevard location in room 424.
- ✓ Ms. Hermann stated that she submitted a letter to the County Manager, on behalf of the CSB, about concerns of the length of time it takes the County to issue RFPs. The County Attorney review of the group homes RFP should be completed next week. The RFP will then go back to purchasing for release.

- ✓ Ms. Hermann directed the members to a letter (Refer to handout) from County Board Chair, Christian Dorsey to Commission Chairs, requesting the perspective and expertise of Commissions in the development of Arlington's 2020 Legislative priorities. In order for comments to be included in the information being gathered for the legislative package, they must be submitted to CSB County Attorney Liaison Pat Carroll by August 1, 2019.
- ✓ Ms. Hermann asked when the CSB will receive a presentation about the State Performance Contract. Ms. Warren responded that a presentation will be held at the July 17th full board meeting.
- ✓ Ms. Hermann asked when the CSB new member orientation, organized by Alan Orenstein, Outpatient Clinical Services Bureau Chief, will take place. Ms. Warren responded that a date has not yet been set. The committee discussed providing a tour of CSB programs during the orientation.

Upcoming Items for CSB Full Board Meeting on July 17, 2019

- ✓ CSB Mental Health Therapists from the Behavioral Healthcare Division will be recognized for responding to the tragedy in Virginia Beach and providing support to the Family Assistance Center.
 - Unique Campbell
 - Grace Guerrero
 - Andrea Tree
 - Mark Doering
 - John Palmieri
- ✓ Chair O'Keefe will ask for any updates and information.
- ✓ The Committee Chairs will present about committee initiatives.

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

Respectfully submitted by Kelly Mauller.