



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

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**BOARD MEMBERS PRESENT:**

Obediah Baker Jr., Dr. William Carr, Voneka Bennett, Altonia Garrett, Bradley Marshall, Timothy Oshiki, Latasha Simmons, Patrick Sowers

**BOARD MEMBERS ABSENT:**

John O’Leary, Heather Page

**STAFF PRESENT:**

Lisa Madron, Melinda Bringham-Office of Executive Director  
Division Managers: Dr. Kanchan Clark - Medical Director, Elise Madison –  
Emergency Services, Sherry Bowman – Community Support Services,  
Sara Wheeler- Youth, Adult and Family Services; Mike Goodrich - Administrative Services  
Staff: Ginny Heuple – Early Intervention; Jim Fleming - Administrative Services

**GUESTS PRESENT:**

None

**PRESS PRESENT:**

None

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**OPENING:** The Regular Meeting of May 20, 2021 of the Community Services Board was convened in the Powell’s Creek Conference Room, James J. McCoart Government Center, 1 County Complex, Woodbridge, Virginia.

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**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. Latasha Simmons notified the Chair that the Member is requesting permission from the Board to electronically participate at the Board’s May 20, 2021 meeting; and

**WHEREAS**, Ms. Latasha Simmons certified that she is unable to attend the meeting due an identified personal matter that prevents her physical presence; and

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

**WHEREAS**, Ms. Latasha Simmons 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 approve 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. Latasha Simmons to be heard by all persons via Webex at the primary or central meeting location.

**RESOLUTION 21-05R1-01**

**MOTION:** Marshall

**SECOND:** Oshiki

**Vote:**

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

Nays--0

Abstained--0

Absent During Vote--Carr, Simmons

Absent From Meeting--O’Leary, Page

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**CITIZENS TIME:**

None

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**STAFF TIME:**

Lisa Madron presented the three new Community Services public service announcements (PSAs) videos that are now being aired on Comcast Cable.

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**Presentation:** Early Intervention, Ms. Ginny Heuple

Ms. Heuple shared that the Early Intervention Program serves infants and toddlers birth through age 2 who have developmental delays, disabilities, atypical development and/or a diagnosed disabling condition that has a high probability of resulting in delays. The program serves eligible residents of Prince William County and the cities of Manassas and Manassas Park. The program provides occupational, physical, and speech therapy along with early childhood special education, hearing and vision impaired services, assistive technology, and family counseling.

Early Intervention pivoted very quickly in response to the pandemic and switched to virtual services which they have been providing for the past 15 months. They have had great success with the virtual services but are now moving toward going back to face-to-face services. Ms. Heuple shared a short video clip of virtual service delivery with a client to demonstrate how they were able to provide virtual services. Ms. Heuple shared that this year, they are planning their annual graduation ceremony as a drive-thru this year and that she is looking forward to it.

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**APPROVAL OF MINUTES**

**RESOLUTION 21-05R1-02**

**MOTION:** Carr

**SECOND:** Marshall

The Prince William County Community Services Board does hereby approve the minutes of April 15, 2021.

**Vote:**

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

Nays--0

Abstained--Simmons, Garrett

Absent from Vote--0

Absent from Meeting--O'Leary, Page

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**DISCUSSION ITEMS**

**A. Financial Report – Third Quarter FY 21**

Mr. Fleming shared that the County provides \$28 million (50% of total annual revenues), the Cities of Manassas and Manassas Park provide \$2.85 million (5%) and Community Services is responsible for generating \$24.3 million (45%) in special revenues. The Financial Report provides additional details on the special revenues as these revenues are variable and are the responsibility of CS. CS received \$20.19 million in special revenues, or 83% of the annual budgeted amount for special revenues.

State revenues are reported as being 103% of the annual budgeted amount and this is due to unspent restricted funds in FY 2020 being deferred to FY 2021. Also included in the actual receipts for state revenues are the unrestricted state balances that have been deferred following adherence to state closeout guidance that has CSBs prorate overall unspent balances.

Federal (53%) and Medicaid (63%) revenues are under the 75% target through the first nine months. As in prior years, these three areas had revenues that were due at the end of the prior year and a receivable was recorded to correctly account for the revenues in FY 2020. The effect of the receivable in FY 2021 is that these areas began the year with a corresponding negative balance. It is anticipated that these areas will increase over the next three months and end the fiscal year at or near budgeted targets.

Community Services expended 66% of its annual budget during the first three quarters.

**B. Services Report – Third Quarter of FY 21**

Mr. Fleming stated that the report included an unduplicated count of clients seen by each program and has data for FY 2018, FY 2019, FY 2020, and FY 2021. There were significant reductions in in some areas due to COVID-19, but they are now seeing growth.

### **C. Accounts Receivable Report – Third Quarter FY 21**

Mr. Fleming shared that Community Services has continued to bill for services and receive payment at rates that outpace the prior year. This quarter showed a 12% increase in collected fees compared to the same quarter revenues from last fiscal year.

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### **EXECUTIVE DIRECTOR'S TIME**

--Ms. Madron shared that the draft of the Prince William County Strategic Plan for 2021-2024 is now out for public comment. Community Services is involved in 7 goal areas which is an increase from the prior strategic plan where Community Services was only involved in 5 goal areas. She shared that she enjoyed participating in the Strategic Plan development team.

--Ms. Madron shared that she attended the VACSB Virtual Training and Development Conference May 5<sup>th</sup> and 6<sup>th</sup> and that the recordings are still available to view for the next two weeks.

--Ms. Madron stated that DBHDS is rolling out STEP VA very rapidly and that Community Services did receive funding for the SMVF, Peers, and Outpatient Services. There have been some changes, such as PACT changing to ACT, which will affect our current licensure and reimbursement rates. The CS Quality Assurance team has been working with the affected programs to redefine their program descriptions and apply for licenses.

--Ms. Madron thanked Dr. Carr and Mr. Marshall for their participation in the Marcus Alert Mission Workgroup. She shared that they have had their first meeting and they are still working on getting community input through the survey that is currently available. The MA Mission group will be providing feedback and assisting in the plan to reach out to the community.

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### **BOARD MEMBERS' TIME**

**DR. WILLIAM CARR:** Dr. Carr shared that he enjoyed the presentation and that he previously had referred patients to the Early Intervention program in Stafford and Prince William counties while he was still in practice. He shared that while he was familiar with the program, he now has a better understanding of the services provided. Dr. Carr thanked Ms. Madron for including him in the Marcus Alert Mission Workgroup and that he is looking forward to working with them and providing input.

**OBEDIAH BAKER, JR.:** Mr. Baker echoed the comments from Dr. Carr regarding the Early Intervention presentation. He stated that Ms. Heuple did an excellent job of conveying her message about the program. Mr. Baker shared that he appreciates the work the Community Services staff does in support of the clients.

**ALTONIA GARRETT:** Ms. Garrett stated that she echoes the appreciation for the staff and that she continues to be blown away by all of the programs and services that Community Services offers. She shared that she was sorry that she missed the REVIVE! training last month.

**VONEKA BENNETT:** Ms. Bennett thanked Ms. Heuple for her presentation and thanked the Community Services staff for all that they do.

**BRADLEY MARSHALL:** Mr. Marshall shared the way the Early Intervention program adapted to the pandemic was impressive and how they just forged ahead during that crazy time. He stated that the video that Ms. Heuple shared was one of the most touching things that he has seen because he could see the connection that the staff had with the family and that it was not lost due to it being virtual. Mr. Marshall shared that he is looking forward to being a part of the Marcus Alert Mission Workgroup.

**LATASHA SIMMONS:** Ms. Simmons thanked the staff for everything that they do even when they are understaffed and under paid. She shared that she hoped that the Community Services staff did receive pay raises for the next fiscal year since she only heard about the police and fire departments. Ms. Simmons shared that she hopes to attend the next meeting in person.

**TIMOTHY OSHIKI:** Mr. Oshiki thanked Ms. Heuple for her presentation. He shared that two things struck him during the presentation which were that staff went out of their way to provide help and that the Early Intervention staff feel lucky to be able to do what they do. He stated that it takes very special people to understand and realize that kind of vocation. Mr. Oshiki asked that all the department heads please take back the message to staff that their efforts are noticed. Mr. Oshiki shared that he is in awe of the number of services provided during this pandemic and that he is honored to be a part of this organization. Mr. Oshiki also stated that when we review the Clients Served Report, he would like to remind his fellow board members that every number on that sheet of paper represents a real person that is someone like his son or daughter and not to lose sight of that.

**PATRICK SOWERS:** Chairman Sowers thanked Ms. Heuple for her presentation, and he shared that he will be looking forward to the next graduation ceremony that will be in person. Chairman Sowers shared that he participated in an interview during the CARF survey this month and had a wonderful conversation with the CARF surveyor. Chairman Sowers shared that he supported county pay raises across the board for all county employees and not just for other emergency services since Community Services staff are critical to the individuals they serve. Chairman Sowers thanked the staff for their response to a citizen that was referred to him from Supervisor Vega's office. He was amazed that he had a response within an hour from Ms. Madron and within 24 hours he received a response from Heather Martinson that she had been in direct contact with the individual and provided the information that they needed.

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**ADJOURNMENT**

**RESOLUTION 21-05R1-03**

**MOTION:** Baker

**SECOND:** Garrett

The Prince William County Community Services Board does hereby agree to adjourn the May 20, 2021 Regular Meeting of the Board at 7:35 p.m.

**Vote:**

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

Nays--0

Abstained--0

Absent from Vote--0

Absent from Meeting--O'Leary, Page

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