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

EXECUTIVE COMMITTEE MEETING

BOARD MEMBERS PRESENT:

Obediah Baker, Jr., Voneka Bennett, John O’Leary, Timothy Oshiki, Patrick Sowers

BOARD MEMBERS ABSENT:

Dr. William Carr, Altonia Garrett, Bradley Marshall, Heather Page, Latasha Simmons

STAFF PRESENT:

Lisa Madron, Betsy Strawderman, Melinda Bringham-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: Beth Dugan, Quality
Improvement; Robyn Fontaine, Administrative Services; Tanya Odell, Trudy Bondura,
Mari Pringle, Lindsay Hanner, Vicki Otchere, and Thomas Delaney of the New Horizons
Program.

GUESTS PRESENT:

Pat Victorson, NAMI Prince William

PRESS PRESENT:

None

OPENING: Due to a quorum of members present not being met, Chairman Sowers
convened an **Executive Committee Meeting** in lieu of a Community Services Board
Meeting on September 16, 2021 in the Powell’s Creek Conference Room, James J.
McCoart Government Center, 1 County Complex, Woodbridge, Virginia.

CITIZENS TIME:

Ms. Pat Victorson of NAMI Prince William shared that NAMI programming is still going strong with most programming being provided virtually. They are also holding a 90-minute Friends and Family presentation scheduled for Saturday, September 25th at the Chinn Park Library in Woodbridge at 11am.

STAFF TIME:

Elise Madison, Emergency Services Division Manager shared that the Co-Responder Program which is a collaboration between PWCPD and Community Services was awarded an Achievement Award from NACO (National Association of Counties).

RECOGNITION: Albert Villa, Volunteer

Lisa Madron shared that Albert Villa was unable to attend this evening to receive the certificate of appreciation this evening, however, staff will mail it to him. Albert is being recognized for volunteering and assisting with updating our community provider listing. Ms. Madron also thanked Melinda Bringham for providing training and supervision. Ms. Madron shared the following from the certificate:

“On behalf of the residents of Prince William County and the Cities of Manassas and Manassas Park the Prince William County Community Services Board honors

Albert Villa

Community Services recognizes you for volunteering your time to assist us with administrative tasks over this past summer. Your efforts on updating our Community Provider Listing not only helped staff but the community that we serve. We appreciate you sharing your talents and gifts with our organization.”

PRESENTATION: New Horizons Program

Lisa Madron introduced Tanya Odell, New Horizons Program Manager to those in attendance. Ms. Odell introduced her staff members that are in attendance.

Ms. Odell shared that the New Horizons Program offers the following services: Behavioral Health Wellness Services, Case Management Services, Clinic-Based Services, Home-Based Services, Probation Services and School-Based Services.

School-based services are provided currently in 13 Prince William County High Schools and will be expanding to all 16 once they are fully staffed. Staff are currently providing in-person services within the high schools. They have been addressing student needs around school shootings, anxiety & depression, pandemic health emergency and the death of classmates. Thomas Delaney, who provides services at Freedom High School shared highlights from a client he served and shared a letter that the client wrote.

Home-Based services resumed in January 2021 and has been fully staffed as of August 9, 2021. They began providing services to their first family in April 2021. They are currently serving 14 cases and will be up to full capacity of 19 cases by mid-October. They serve youth from 6 years of age up to 17 years of age. Vicki Otchere shared two case success stories of clients that were enrolled in the program and shared a short video that one of her clients made for her. Ms. Otchere also shared that the use of fentanyl by youth is becoming more prevalent and that the effects spread beyond the youth using the substance to those around them as well.

The following items on the Community Services Board Meeting Agenda have been deferred to the October 21, 2021 meeting due to a quorum not being met this evening:

6. APPROVAL OF MINUTES (June 17, 2021)

7.A. RATIFICATION BY THE PRINCE WILLIAM COUNTY COMMUNITY SERVICES BOARD OF THE EXECUTIVE COMMITTEE'S DECISION TO RECOMMEND THAT THE PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS ACCEPT, BUDGET AND APPROPRIATE \$27,493 IN ONE-TIME STATE FUNDING AND \$230,926 IN ON-GOING STATE FUNDING FOR FORENSIC DISCHARGE PLANNING SERVICES

8. H. Appoint Nominating Committee for Officers

RECOMMEND THAT THE PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS ACCEPT, BUDGET, AND APPROPRIATE \$1,444,527 IN ONE-TIME REVENUES AND \$422,832 IN ONGOING REVENUES TO RECONCILE THE FISCAL YEAR 2022 COMMUNITY SERVICES BOARD'S COUNTY BUDGET

MOTION: Sowers

SECOND: O'Leary

WHEREAS, the Department of Behavioral Health and Developmental Services (DBHDS) and other funding sources have notified Community Services (CS) of one-time 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 budgeted state revenues by \$94,700 on a one-time basis for the purchase of services for 52 individuals who receive IDD supports and services; and

WHEREAS, CS requests increasing budgeted state revenues by \$15,000 on a one-time basis for the implementation of Marcus alert public awareness campaigns; and

WHEREAS, CS requests increasing budgeted state revenues by \$8,640 on a one time basis to support clients in the Residential Support Crisis program; and

WHEREAS, CS requests increasing budgeted state revenues by \$1,845 on a one time basis for training staff in the PATH program; and

WHEREAS, CS requests increasing budgeted federal revenues by \$50,000 on a one time basis for the Coordinated Specialty Care program; and

WHEREAS, CS requests increasing budgeted federal revenues by \$285,000 on a one-time basis for prevention programs; and

WHEREAS, CS requests increasing budgeted commercial revenues by \$20,448 on a one-time basis to support the electronic health record system; and

WHEREAS, CS requests increasing budgeted federal revenues by \$326,721 on a one-time basis for substance abuse treatment activities; and

WHEREAS, CS requests increasing budgeted federal revenues by \$642,173 on a one-time basis to support the build-out of the regional crisis receiving center; and

WHEREAS, CS requests increasing ongoing state revenues by \$300,000 to increase medication assisted treatment for clients and add financial staff; and

WHEREAS, CS requests increasing ongoing state and federal revenues by \$82,573 to increase Early Intervention contract funds; and

WHEREAS, CS requests increasing ongoing state revenues by \$40,259 to increase the services to the Department of Juvenile Justice clients and families; and

WHEREAS, each funding source is restricted for the above mentioned areas; and

WHEREAS, there are no local funds required in accepting these funds;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Community

Services Board Executive Committee does hereby recommend the Prince William Board of County Supervisors accept, budget, and appropriate \$1,444,527 in one-time revenues and \$422,832 in ongoing revenues to reconcile the Fiscal Year 2022 Community Services Board's County budget to anticipated revenues and will bring the matter before the Community Services Board at the October 21, 2021 for ratification; and

BE IT FURTHER RESOLVED that the Prince William County Community Services Board Executive Committee does hereby recommend the Prince William Board of County Supervisors add the following positions to be fully supported by increased ongoing revenues:

Add Permanent Positions - 3.2 FTEs:

Clinical Services Caseworker (Case Management)	Grade C43	TBD	1.0 FTE
Clinical Services Caseworker (DJJ)	Grade C43	TBD	0.2 FTE
Fiscal Analyst	Grade C41	TBD	1.0 FTE
Fiscal Specialist	Grade B24	TBD	1.0 FTE

Add Grant Positions - 5.0 FTEs:

Human Services Program Mgr. (Trauma)	Grade D61	TBD	1.0 FTE
Clinical Services Caseworker (MAT Case Manager)	Grade C43	TBD	1.0 FTE
Clinical Services Caseworker (Prev. Specialist)	Grade C43	TBD	2.0 FTE
Administrative Technician (Reception)	Grade B21	TBD	1.0 FTE

Vote:

Ayes--O'Leary, Oshiki, Sowers

Nays--0

Abstained--0

Absent During Vote--0

RECOMMEND THAT THE PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS AND THE COUNCILS OF MANASSAS CITY AND MANASSAS PARK CITY APPROVE THE FISCAL YEAR 2022 - 2023 COMMUNITY SERVICES PERFORMANCE CONTRACT RENEWAL AND REVISIONS WITH THE VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

MOTION: Sowers

SECOND: Oshiki

WHEREAS, the Virginia Department of Behavioral Health and Developmental Services and the Virginia Associations of Community Services Boards have satisfactorily negotiated Fiscal Year 2022 - 2023 Community Services Performance Contract to be effective July 1, 2021; and

WHEREAS, the Prince William County Community Services Board must have an approved State Performance Contract with the Virginia Department of Behavioral Health and Developmental Services, or they will be subject to fines and penalties; and

WHEREAS, the Prince William County Community Services Board must have an approved State Performance Contract with the Virginia Department of Behavioral Health and Developmental Services in order to continue receiving State and Federal funding; and

WHEREAS, approval by the Prince William Board of County Supervisors and the City Councils of Manassas and Manassas Park are required for the Prince William County Community Services Board to have an approved State Performance Contract; and

NOW, THEREFORE, BE IT RESOLVED that the Prince William Community Services Board Executive Committee does hereby approve and recommends approval by the Prince William Board of County Supervisors and the Councils of Manassas City and Manassas Park City of the Fiscal Year 2022 - 2023 Community Services Performance Contract with the Virginia Department of Behavioral Health and Developmental Services and will bring this matter before the Community Services Board at the meeting on October 21, 2021 for ratification.

Vote:

Ayes--O'Leary, Oshiki, Sowers

Nays--0

Abstained--0

Absent During Vote--0

DISCUSSION ITEMS:

A. Performance Measures Report

Ms. Dugan shared a summary of the DBHDS Dashboard Measures Report through May 2021. Ms. Dugan stated that the Adult and Child SRA measures will be adjusted going forward due to a change in the guidelines. The SRA will now be required to be completed at the time of intake and annually thereafter. CS has already implemented the change and has incorporated the screening into the assessment in the Credible EHR. She shared that she fully expects the numbers to sharply increase. The Physical Exam and Body Mass Index (BMI) measures have seen decreases due to COVID-19 as clients have been seen via telehealth. SUD initiation, engagement, and retention have seen steady increases. I/DD face to face visits have increased significantly as expected from last quarter since the visit coding issue has been corrected.

Ms. Dugan shared that over the second half of FY21, CS only had 1 licensing review which was of the I/DD Case Management Program which resulted in no reported citations. During the first quarter of FY22 CS has had one licensing review of the New Horizons Intensive In-Home program and the report is still pending.

B. Quality Improvement Report

Beth Dugan shared that the QI department reviewed over 1500 crisis intervention/prescreening notifications through Credible and received approximately 500 incidents reported through the incident notification system during FY21. Of those incidents, only 266 met reporting criteria which does not include Covid-19 incidents after February 2021 due to a change in reporting guidelines. There were only 15 that were considered late reports that did not reach DBHDS within the 24-hour requirement. Overall, on-time reporting for FY21 was 95.3% which is well above the 86% DBHDS benchmark. Ms. Dugan shared the overall CAPS data which showed 15 late reports, 43 citations and 23 CAPS. QI staff reviewed 491 security incidents for FY21 with only one being classified as a breach involving 1 client due to an email error. The client was notified, and no HHS penalties were applied. Ms. Dugan stated that there were 6 official Human Rights complaints received and 2 required investigations. One complaint was deemed founded.

C. End of Year Report for Regional Crisis Resource Management

Elise Madison provided a brief background of regional inpatient psychiatric beds, coordination, and legislation. Ms. Madison reported that PWC's LIPOS usage was down for FY21 to 119 from 167 in FY20. PWC utilization of CSU beds was up in FY21 to 70.9% as compared to 67.2% in FY20. PWC made 62 referrals to REACH in FY21, and CR2 mobile crisis team responded to 140 youth in PWC for FY21. PWC has seen an increase in TDOs in FY21 962 as compared to 948 in FY20. There was decrease in admissions to NVMHI during FY21 due to beds being taken off-line at times.

Ms. Madison shared that PWC has two current initiatives in place to divert hospital admissions which include the Co-Responder Program which is funded by the county and the Crisis Assessment Centers which are located at the Sudley North (county funded) location and the Ferlazzo (DBHDS grant funded) location.

D. 4th Quarter Accounts Receivable Report

Mike Goodrich presented the Accounts Receivable Report for the 4th Quarter of FY21. Overall, CS has continued to bill for services and receive payment at rates that outpace the prior year and are up 17.1%. Client outstanding self-pay balances have continued to go down and CS has decided for the second year in a row not to collect debt set off amounts. The outstanding receivables at the end of the 4th quarter was 12.1% higher compared to the 3rd quarter.

E. 4th Quarter Financial Report

Mike Goodrich presented the 4th Quarter Financial Report. 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 (86%) and Medicaid (87%) revenues are under 100% at the end of the fiscal year. As in prior years, these areas had revenues that were due at the end of the fiscal year and

a receivable was recorded to correctly account for the revenues in FY 2022. The effect of the receivable in FY 2022 is that these areas will begin the fiscal year with a corresponding negative balance. Community Services expended 88% of its annual budget for Fiscal Year 2021.

F. 4th Quarter Services Report

Mike Goodrich presented the 4th Quarter Services report which details the number of clients served by program. CS has exceeded FY21 target in many programs despite the pandemic.

G. VACSB Conference, October 6-7, 2021

Chairman Sowers reminded the attendees that the VACSB Virtual Conference will be on October 6th and 7th this year and registration will be closing soon. He encouraged all to attend if they are able and to let Melinda know if they need to register.

H. Appoint Nominating Committee for Officers

This item was deferred until the next meeting of the CS Board in October by Chairman Sowers as many members are not in attendance this evening.

I. Appoint Executive Director Evaluation Committee

Chairman Patrick Sowers, Vice-Chair Timothy Oshiki, and Member Obediah Baker, Jr. were appointed to the Executive Director Evaluation Committee.

Open Items

None

EXECUTIVE DIRECTOR’S TIME

--Ms. Madron shared that the Path Program Review went very well, and she shared some of the reviewer’s comments. It was noted that the 2020 performance plan that was submitted was thorough and insightful and helped engage the agency’s progress related to performance management and they commended the PATH providers for their work during this pandemic.

--Ms. Madron stated that she attended a panel presentation for Congressman Connolly on the impacts of COVID-19 for Prince William County and Fairfax County. The presentation highlighted the services that were still available and open which included Community Services.

--Ms. Madron shared that she has been working with Supervisor Bailey over the summer and participating in stakeholder meetings in the community to discuss a Crisis Receiving Center (CRC) for Prince William County which began with a directive issued back in March to look into a crisis stabilization unit. She presented her recommendation to the BOCS that a CRC consisting of 16 beds and 16 23-hour recliners for adults and 8 bed and 8 23-hour recliners for youth is needed. The CRC would be able to take custody of individuals under a TDO which would reduce the time spent by police officers. The CRC would also be able to provide detox services under the supervision of a doctor. The cost for the initial build out and lease is estimated to be \$6.4 million. The ongoing operating costs are estimated at \$7.9-8.9 million with some revenue coming from Medicaid and private insurance. The BOCS did come back and ask for staff to investigate other funding sources. CS then applied for a grant through the state and \$1.5 million was awarded with the caveat that the funds would have to be spent by December or would be forfeited. Ms. Madron asked that the CS Board Members reach out to their supervisor to explain the need for a CRC in addition to the asks in the 5-year plan.

--Ms. Madron provided a brief overview of the legislative priorities for the 2022 VA General Assembly Session and stated that she will be providing a packet to the CS Board at the next meeting.

--Ms. Madron shared that CS will hold a virtual Celebration of Staff Years of Service on October 20, 2021 and invited the CS Board Members to attend.

--Ms. Madron announced that the Prince William County Attorney's office will be presenting at the October & November Board meetings on Conflict of Interest and FOIA.

DEPUTY DIRECTOR'S TIME

--Ms. Strawderman shared that September is National Recovery Month which focuses on pride in the recovery community. She added that many of the clients that CS serves have co-occurring disorders and wanted to recognize the staff on their dedication to their clients.

--Ms. Strawderman shared that PWC has been working to establish a Drug Court in the county. She was pleased to have been a part of the training that was provided by the National Drug Court Institute along with representatives from PWC Circuit Court, District 35, Public Defenders Office, and the County Attorney's office. They expect to complete and submit the application in January for the county.

BOARD MEMBERS' TIME

VONEKA BENNETT: Ms. Bennett expressed her thanks to Albert Villa for his volunteer work. She shared that she was very impressed with the New Horizons Program and was touched by the dedication of the staff. Ms. Bennett shared that she is looking forward to attending next months VACSB conference. Ms. Bennett thanked Ms. Dugan for the analytics and for everything that she does. Ms. Bennett shared that she is looking forward to hearing more in the future about the drug court.

OBEDIAH BAKER, JR.: Mr. Baker echoed the comments from Ms. Bennett. Mr. Baker asked Ms. Madron to clarify some information on the CRC and Ms. Madron provided him with further clarification.

JOHN O'LEARY: Mr. O'Leary congratulated the Co-Responder Team on their NACO award. Mr. O'Leary thanked the New Horizons team for their presentation this evening and thanked Mr. Goodrich for doing an excellent job of highlighting the outliers in his reports. Mr. O'Leary shared that he presented the Employee of the Quarter award to Nee Allison from the SLS team at a virtual staff meeting and that it was fun to see her reaction.

TIMOTHY OSHIKI: Mr. Oshiki offered his congratulations to the Co-Responder Program for receiving a NACO award. Mr. Oshiki thanked the New Horizons staff for their presentation this evening and thanked the entire CS staff for all they do every day. He added that prevention funds have increased but treatment funds have remained flat and, in some cases, even reduced which he can not understand the reasoning behind.

PATRICK SOWERS: Chairman Sowers thanked the New Horizons Team for their presentation and shared that the passion that came from the group was awesome. Chairman Sowers shared some pictures of staff that he took while he attended the Early Intervention drive-thru graduation ceremony. He was impressed by how staff made the event engaging for the children and their families and shared that it was a very positive day for all.

ADJOURNMENT

MOTION: O'Leary

SECOND: Oshiki

The Prince William County Community Services Board Executive Committee does hereby agree to adjourn the September 17, 2021, Executive Committee Meeting at 9:15 p.m.

Vote:

Ayes--O'Leary, Oshiki, Sowers

Nays--0

Abstained--0

Absent During Vote--0

Absent from Meeting--0
