



**The Arlington Community Services Board**  
1725 N. George Mason Drive  
Arlington, VA 22205  
(703) 228-4871 FAX: (703) 228-5234



**Carol Skelly**  
Chairperson

**Cynthia Kemp**  
Executive Director

**June 27, 2012**  
**Department of Human Services – Sequoia Building**  
**2100 Washington Boulevard**  
**Arlington, Virginia**  
**7:00 p.m.**

**Members Present:** Carol Skelly, Barbara Jones, James Mack, Judith Deane, Jenette O’Keefe, Cynthia Fagnoni, Barry Gale, David O’Connor, Moira Saucedo, Keith Whyte, Shauna Alonge, Scott Brannon, Anne Hermann, David Kidwell, Naomi Verdugo, Brian DeAtley, Linda Kelleher

**Members Excused:** Bharati Patel, Brian Berke

**Staff Present:** Cynthia Kemp, Farah Shakour, Suzanne Lane, Heather Stowe, Joe Bullock, Joanna Barnes, Thomas Wallace, Wendy Ford, Rebecca Wright, Susanne Eisner, Greg Emmanuel, Michelle Cowen

**CSB Annual Staff Recognition Awards Ceremony:**

The June 27, 2012 Arlington County Community Services Board meeting was convened at 7:55 p.m. by ACCSB Chair Carol Skelly. The meeting was held at The Department of Human Services’ Sequoia Building, Auditorium - 2100 Washington Boulevard, Arlington, VA and was preceded by the CSB Annual Awards Ceremony.

The CSB 2012 Annual Awards Recipients were as follows:

- Distinguished Leadership Award – Thomas Gleeson (posthumously)
- Dr. Georgopoulos Award – Dr. Lawrence Spont
- Dr. Audrey Moss Award – Dr. Amy Lieberson
- Lifetime Achievement Award – Marilyn Schmal
- Exemplary Clinical Award – Marti Mefford
- Exemplary Administrative Award – Latrice Williams
- Community Partner Award – Jean Basheer, Cherrydale Health and Rehabilitation Center
- Community Partner Award – Edythe Richards, Northern Virginia Community College
- Community Partner Award – Marcela Foster, Paradigm Management
- Community Partner Award – Pascal Laporte, Clarendon Fitness in Arlington
- Chairman’s Advocacy / End of Term Award – Judith Deane

It was also noted that three members of the Board have reached their end of term and were honored at a ceremony on June 5, 2012 as follows:

- End of Term Award – Carol Skelly, Retiring Chairperson, Nine Years of Service

- End of Term Award – Barry Gale, Five Years of Service
- End of Term Award – David O’Connor, Three Years of Service

**Public Comment (s):**

There were no public comments.

Chair Skelly introduced and welcomed the newest CSB member, Brian DeAtley.

**Approval of the May 16, 2012 Minutes:**

ACCSB Chair Skelly called for the approval of the May 16, 2012 minutes. The Members reviewed the minutes. Mr. Mack motioned to approve the minutes, Ms. Hermann seconded the motion and the minutes were approved without correction.

**Presentation – Capital Improvement Plan (CIP):**

Chair Skelly stated that the County is considering approval of the 10-year Capital Improvement Plan (CIP), which contains some items affecting the Department of Human Services (DHS). Chair Skelly introduced Susanne Eisner, the Arlington County Department of Human Services Director to discuss the CIP. Ms. Eisner stated that she will present this information with Michelle Cowen, the Director of the Department of Management and Finance and Greg Emmanuel, the Deputy Director of Facilities and Engineering.

Ms. Eisner stated that the CIP includes major areas that positively affect human services. She stated that DHS was established as an integrated Department, serving the needs of the clients in one Department. She stated that this integration’s efficiency can be enhanced by consolidating the Department’s seven buildings. She stated that previously, 70% of the Department was consolidated in Clarendon; however, there was not enough space to consolidate everyone. When the lease ended in 2010, the lease negotiations did not yield a renewal. Therefore, DHS moved to the Sequoia Complex. Two teams in Behavioral Healthcare moved to the Sequoia Complex as well. Overall, the move has worked out well. Clients are able to access the facility easily. Parking is abundant and accessible. There are three ART buses and several Metro buses nearby. The ease of accessibility has contributed to increased client usage, from 39,000 annually to 59,000 annually. The goal is to consolidate and co-locate the Behavioral Healthcare Division (BHD) and Public Health Division (PHD) with the larger Department. The Edison Complex which houses most of BHD, though a lease-free property, requires a lot of maintenance due to the age of the property. The CIP plan is to consolidate at Sequoia; however, it is dependent upon lease negotiations.

Ms. Eisner stated that BHD is in three separate buildings. This poses an inconvenience for both clients and staff in service coordination and delivery. Clarendon House is in an entirely separate location. The buildings are not specifically configured to the service needs of the clients. Ms. Eisner noted that 72% of BHD clients must go to Sequoia to access other services such as food stamps, employment services and housing. Staff also travels back and forth frequently. The Edison complex is not easily accessible. Consolidation of Clarendon House is also planned due to overcrowding and the age of the building. Ideally, BHD is planned to be housed in the smaller building in the Sequoia Complex. If lease negotiations are successful and the Clarendon House moves to the Sequoia Complex, the available program space would double. The DHS staff also examined the Day Support Program in Alexandria, which was a beautiful, airy loft space in order to look for other configuration models for Clarendon House.

Ms. Eisner reiterated that the goal is better access for clients to the needed supports. Additional benefits would include decreased staff isolation and increased ability to efficiently manage programs. She said this plan is still open for suggestions, and that it is a “big win” for DHS clients and staff.

Ms. Eisner stated that another concern in the plan addresses the acquisition of two floors of 2020 14<sup>th</sup> Street for the Permanent Homeless Shelter. The current shelter space is inadequate to serve client needs. She went on to

state that some of the Treatment on Wheels (TOW) staff, which serves homeless clients with mental illness, would be there to work with clients.

Mr. Emmanuel cited the major themes of the CIP:

- Maintaining the Current Assets
- Strategic Initiatives
- Financial Sustainability

Mr. Emmanuel stated that the CIP is stretched over 10 years rather than 6 years this planning cycle in order to enable the County to look at long-term initiatives and follow them through to their fruition. The budget is \$2.45 billion. This CIP also contains progress updates on projects that are underway, based on certain tax and bond rate assumptions, rather than focusing on new projects only. The projection for revenue growth is 3% for the first two years and 4% thereafter.

Mr. Emmanuel stated that the CIP contains plans for the parks, bridges, roads, Metro system and social services. The plans for DHS consolidation and the acquisition and conversion of the 2020 14<sup>th</sup> Street building are currently under study (*Refer to Handouts*). He stated that though the building is leased; funds will be included in the operating budget for additional tenant improvements from capital funds if needed from “Pay Go” one-time funds rather than bonds or referendums. He stated that the next steps are to approve the lease and construction contracts.

Ms. Cowen stated that after items have been added to the CIP, then items can naturally roll into the County Manager’s budget, depending on the economic conditions. If items are not in the CIP, it is unlikely that they would be included in the final County budget over the next ten year period. Mr. Emmanuel stated that the CIP is updated every two years as economic conditions fluctuate.

Mr. Emmanuel stated that there was a Public Hearing on June 26, 2012 and a County Board Work Session will be held on June 28, 2012 to discuss the CIP and working towards adoption of the CIP.

Mr. Emmanuel will send the PowerPoint presentation to Members and more information is posted on the County website.

The Members asked as series of questions as follows:

Q: Is there enough room in the Sequoia Complex to house the Emergency Services (ES) Center? Does ES need to be close to the hospital?

A: ES houses services that the entire Department uses. ES is easily moved. There have been “test fits” in the potential building and there is ample growth space there for all Behavioral Healthcare Division (BHD) services. Close proximity with the hospital is helpful, but since the team is mobile and moves around the County, getting to the hospital from anywhere in the county is not a problem.

The plan is to move BHD first, then Public Health.

Q: Will staff be satisfied with moving from offices to cubicles?

A: Staff at Sequoia has settled in to the cubicle spaces now, though they were concerned about the change from offices to cubicles and meeting rooms at first. There is ample room for therapeutic sessions.

Q: Does the decision to move Clarendon House to Sequoia rather than being independently housed have to occur now?

A: There is ample time to examine and this can be discussed further.

Q: Can the CIP include a Crisis Stabilization facility for children?

A: It can be discussed. It involves space and staffing.

Q: If Clarendon House moves, where would the clients walk to for their activities and how would they be integrated into the community?

A: Columbia Pike is a 10-minute walk away. Buses are close as well. Staff will work to develop new options and opportunities and are in the midst of conducting a needs assessment.

Chair Skelly stated that Members who have additional questions should forward them to Ms. Kemp by email. Chair Skelly stated that the Executive Committee should express their input to the County Board. Mr. Emmanuel reiterated that the County is looking at multiple locations, not just the Sequoia Complex, for the DHS consolidation.

**Presentation – FY13 State Performance Contract (Refer to Handout):**

Chair Skelly opened a discussion on the FY13 State Performance Contract. Ms. Kemp introduced Suzanne Lane, Manager of the Operation Support Team and Wendy Ford, Supervisor of Quality Improvement. Chair Skelly stated that there will be a vote at the full board in July. Ms. Kemp stated that the Contract for almost \$8 million and is an accounting of how State resources are utilized for CSB services. Chair Skelly stated Members should email any outstanding questions to Ms. Kemp.

Ms. Ford stated that the Department of Behavioral Health and Developmental Services (DBHDS) awards Arlington nearly \$8M and the Performance Contract provides details on the use of funds for the following four Program Areas:

- Mental Health (Adult and Child, including RAFT funds)
- Intellectual and Developmental Disabilities
- Substance Abuse
- Out of Program Services (Emergency Services / Front Door Services / Transition Services / Assessment and Evaluation – services that have not rendered a full case to be opened and consumer-run services)

Ms. Ford stated that the Performance Contract is now a bi-annual contract for FY 2013-2014, because the General Assembly changed the terms of the contract to a biennial contract. Therefore, the Performance Contract will not be signed again next year. This change eliminates the need for the 30- and 60-day comment periods, and the ROSI (Recovery Oriented Systems Indicator) Survey will be distributed every two years, in odd-numbered years. Ms. Kemp noted that she made a decision to report on all CSB services (\$32 million in programs), rather than only the State-funded services (\$8 million), in order to maintain consistency across data. This demonstrates transparency as well.

Ms. Lane reviewed the local funding increases (*Refer to Handout*) as follows:

- Child Psychiatry Services
- Independent Living Specialist
- Job Avenue (one-time and ongoing funding)
- Increase of Recovery and Wellness Manager from half-time to full-time
- Mental Health Therapist from half-time to full-time at Carlin Springs Elementary
- ANHSI Primary Care Clinic
- Transportation Route Enhancement for IDD Clients
- Increase in contracts with outside providers
- Personnel increases
- Mary Marshall Assisted Living Residence
- Magistrate Project

Ms. Lane stated that there are three other sources of funding: carry over dollars; Local Inpatient Purchase of Service (LIPOS) of beds through regional funds; and Regional Discharge Assistance Program (RDAP). The \$25 million in local funding represents 65% of the funding for CSB programs.

Ms. Lane noted that the Performance Plan is subject to public comment for 30 days and then for approval by the County Board in September upon signing.

Q: Are RAFT funds included in the Performance Plan?

A: Yes – Arlington is the Fiscal Agent for these funds, though they are a regional program and serve clients across Northern Virginia.

Q: What is the Magistrate’s Program?

A: It is a program for jail diversion for people with Serious Mental Illness.

Q: Why is the new Mental Health Therapist at Carlin Springs Elementary in the Plan when the CSB did not add this? Why are the services not available in other schools?

A: Arlington’s Partnership for Children, Youth and Families advocated for this. Ms. Verdugo has reached out to this group for further clarification.

Chair Skelly stated that Members can forward any additional questions to Ms. Kemp and that Ms. Kemp will send the ROSI to the Board on Friday.

**ACCSB Executive Director’s Report:**

ACCSB Executive Director Cynthia Kemp reported the following:

- Ms. Kemp reviewed the data on the Group Home Report with the Board Members (*Refer to Handout*). She reported that there were no major incidents.
- Ms. Kemp referred to the financial report for (*Refer to Packet*). She stated that the revenue is at 73% out of a target of 83%. Ms. Kemp stated that this will result in a shortfall of approximately \$200,000. The shortfall is due in part to suspending billing for certain services while shoring up the clinical documentation. Billing has now been reinstated. There has been a decrease in Clarendon House revenue, due to clients staying in the program for fewer hours each day. PACT revenue has decreased due to staff turnover. There are teams in place to monitor the revenue in each of these programs. There is an effort to bill for doctors’ services. There is still billing outstanding for May and June, but the gap is not anticipated to be closed. Ms. Kemp stated that Susanne Eisner, DHS Director, and Glenda Pittman, Financial Management Bureau Chief, are fully aware of the shortage. A member asked how the revenue gap will be addressed. Ms. Kemp responded that DHS will have to shift resources to close the gap.
- Ms. Kemp updated the members on follow up issues related to the Department of Justice (DOJ) settlement with the state regarding the closure of the ID training centers.
  - Judge Gibney has agreed to approve the settlement with several changes (*Refer to Handouts*). The Judge wants the clients to have choice about where they live and to protect the rights of the clients in the institutions.
  - The Intellectual Disability (ID) Directors in the region have developed aggregated data regarding the full range of needs for all of the more than 150 residents in the training centers. She stated that a Request for Information (RFI) has gone out to solicit data from vendors on the cost of providing these services. The RFI responses are due June 1, 2012. Once the responses are

received, the CSBs can then put a business plan together that will inform the state of the true costs of providing services in the community to the people leaving the training centers.

- The Executive Directors in the region held a stakeholder's meeting to bring family, staff and vendors together to discuss the agreement. She said it was a productive meeting. Five workgroups were produced as a result: Housing; Other Non-traditional Services; Workforce Development; Community Wait Lists; and Using Training Center Resources for Outpatient Services. All participants were asked to sign up for one of the work groups. Ms. Kemp asked Ms. Jones and Mr. O'Connor for their feedback on the meeting. Ms. Jones stated that some parents were frustrated that more workgroups are being formed to collect data when more data is not needed, because the needs are known. Ms. Kemp stated that moving forward; the needs will change due to the closure of the Training Centers. Mr. O'Connor said he didn't get the sense that the people running the meeting knew the needs of the families and people served as well as the ID Directors. Ms. Jones stated that the business plan should address this. Ms. Barnes stated that the business plan and RFI is well-underway. Ms. Jones suggested collecting the RFI data first, then conducting a stakeholders' meeting. Ms. Barnes stated that it was mandated to have a stakeholders' meeting. Chair Skelly stated the ID Committee will focus on this in July.
- Ms. Kemp stated that there are 47 residents in the Mary Marshall facility with two waiting for placement. There are five spots remaining.
- Ms. Kemp announced the Executive Committee approved the application for a SAMHSA grant for the Primary Care project for \$400,000.
- Ms. Kemp announced that the primary care partnership between the Behavioral Healthcare Division and the Alexandria Neighborhood Health Services, Inc. (ANHSI) has been awarded the Unsung Hero Award from the Virginia Healthcare Association, and that she will accompany the Medical Director and another staff person to receive the award. The Governor and the Secretary will be present.
- Ms. Kemp distributed a Washington Post, Metro Section article from June 27, 2012. She stated that Ms. Alonge is quoted in the article, but that she is unhappy with how she was quoted. Ms. Kemp said her main point was that recovery in the community with proper supports is possible. She stated that overall it was a great article that points out the challenges at the state around discharging people from state hospitals.
- Ms. Kemp stated that contract negotiations for the Peer Internship Program are finished. The negotiations for the Peer Empowerment Center (PEC) are underway. This will impact clients served by PEC, because services cannot be provided without a signed contract. Staff are working with clients about alternative day options.

#### **ACCSB Chair's Report:**

ACCSB Chair Carol Skelly reported the following:

- Chair Skelly announced that it is her last meeting, as well as the last meeting for David O'Connor and Barry Gale. She expressed her appreciation for the reception at Mr. Mack's home. She stated it has been a wonderful experience for her.
- The CSB's by-laws state that the past Chair remains a member of the Executive Committee for a year, and she will stay on that committee and ID committee.
- **Report Out on ACCSB Retreat Initiative and Other Reports:**

- Mary Marshall Assisted Living Residence (MMALR) –Ms. Hermann’s reported as follows:
  - Staff Changes: Kay Halverson will replace Neal Clarke as the Director at the end of the month.
  - Ms. Hermann distributed a June schedule of events. Many attended the Resident’s Council meeting.
  - Ms. Hermann will send additional information to Ms. Shakour for distribution if needed.

**Informational Items:**

- Mr. Mack stated that a Drug Court judge has been appointed; however, there is no Drug Court established yet. He stated that the Substance Abuse Chief will attend training. The Drug Court may begin in the Fall.

The Arlington Community Services Board meeting was adjourned at 9:49 p.m.

Respectfully submitted by Farah Shakour