

Loudoun County
Community Service Board
Meeting Minutes

April 14, 2011

Members Present

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| Ben Morgan | Diana Calderon |
| Liz Miller | Denis Cotter |
| Dawn Rounsaville | Katrina Cole |
| Jennifer Wexton | Karen Ebersole |
| Claudine Gilarski | Kathy Farmer |
| Jacqui Sinicrope | Pamela Paul-Jacobs |
| Laura Eilers | Scott Zeiter |
| John Mullan | |

Members Absent

Ed Senft
Shaun Kelley
Chuck Barrick

Staff Present

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|---------------|-----------------------|
| Tom Maynard | Margaret Graham |
| Heidi Gardner | Mary Margaret Meadows |
| Beth Shockley | Roger Biraben |

Guests Present

| | |
|---------------|----------------|
| Angelo Wider | Janice Gray |
| Diane Powell | Kelly Hartless |
| Beth Mack | Tony Leonard |
| Sandi Sherman | John Powell |

CALL TO ORDER

Ben Morgan, Chair, called the meeting to order at 6 P.M.

PUBLIC COMMENT

Angelo Wider, who recently applied to serve on the CSB was introduced. There were no public comments.

ADDITIONS/DELETIONS TO THE AGENDA

The Action Item to approve the changes in the Ethics Statement was removed from the agenda as action was taken at the March meeting. An Action Item to review the staff recommendations for fee changes was added to the agenda.

CSB RECOGNITION

Beth Shockley presented the Document Management Task Group which was being recognized by the CSB. The task group, consisting of Jane Craig, Janice Gray, Kelly Hartless, Mary Hawley, Tony Leonard, Beth Mack, Diane Powell, Sandi Sherman, Beth Shockley and Rick Sleeman developed a foundation and process for Anasazi document management.

This task group ensured that documents will be managed in an efficient manner and that staff will be able to easily find information in the system. Document management will ensure that staff are able to access documents at any location and will reduce the amount of client paper files.

TASK GROUP/COMMITTEE REPORTS

Executive Committee

Ben Morgan, CSB Chair, reported that the Executive Committee did not meet this month.

Program Review Task Group

Kathy Farmer reported that the Program Review Task Group (TG) met on March 16th. The TG discussed the staff survey. Dr. Farmer reported that there was not a lot of staff response to the survey. Tom Maynard reported on the action that he had taken on the issues brought up in the survey.

The TG will begin reviewing performance measures at its next meeting. They want to ensure that the measures reflect the quality of services the Department provides. The TG will also begin exploring vendor opportunities for Mental Health. The next meeting for this task group is April 20th at 5 PM.

Strategic Planning Task Group

Katina Cole reported that the next TG meeting will be May 5th at 5:00 PM.

Public Relations Task Group

Scott Zeiter reported that the first presentation was made. It was given to school staff and there were questions on the data. He explained that the data in the presentation is from the state and may not agree with school figures. The TG wants all CSB members to recommend groups that may want to hear the presentation. Diana and Liz had recommendations and will provide Scott with more information. Scott can be reached on (215) 356-0545.

A Facebook Page has been developed. Please friend the page and let Beth know if you have ideas on content.

The next meeting is scheduled for May 2nd at 5:00 PM.

Board Development Committee

Jacqui Sinicrope reported that the educational presentation for today had to be postponed due to a conflict on the presenter's calendar. Since other presentations have already been scheduled through July, the Forensics presentation will be rescheduled for some time after that.

The plans for the CSB retreat are progressing as Tom and Jacqui continue to make plans.

In May, CSB members will receive a self evaluation form that needs to be completed in by the end of the month.

Jacqui proceeded with the Information Item on the agenda. The Committee recommends for appointment by the Board of Supervisors to the CSB, Michelle Steinbach and Angelo Wider. The Information Item contained a short bio on the recommended nominees. There are two three year terms that become vacant on July 1, 2012. The CSB will take action on the nominations at the May meeting.

Jacqui, Laura and Larry Matheny have been looking into grant opportunities. Roselyn Wright of Friends is also participating. The group hopes to begin writing grant applications soon.

ACTION ITEMS:

Approval of the Minutes of the CSB Meeting of March 10, 2011 Katrina Cole moved that the Minutes be approved as presented; Kathy Farmer seconded the motion which passed with a unanimous vote.

Review of MH Residential Fees

Beth Shockley presented the annual fee review. The CSB approved the staff recommendation for housing charges:

- increase to the minimum charge from \$20 to \$50 per month;
- charge those clients who pay more than the minimum 35% of their adjusted income; and,
- streamline the monthly service charge to 5, 10 or 15% of a client's adjusted income.

REPORTS

Executive Director's Report

Tom Maynard reviewed his written report, highlighting the Board of Supervisors approval of the FY 12 budget. Tom also discussed items in the State budget. The legislation to require CSAs to screen children for Medicaid was defeated. However, CSBs will now have this responsibility of screening children accessing four highly intensive services, including residential care. The reason for the review is to contain costs. DMAS will be providing the review criteria and developing rates for this activity. Currently, Loudoun has 169 children who fit the proposed criteria; 100 of the children are in the CSA program. The procedures are to be implemented on July 1st.

The number of referrals to the Early Intervention Program in Developmental Services has significantly increased over the last year.

We do not know what the effect of health care reform on autism will be. Hopefully, additional children will be able to access services.

Chair's Report

Ben Morgan reported that the Public Relations Task Group did a good job developing the CSB presentation. It is now the responsibility of all CSB members to help get the word out: either by giving presentations or by providing contacts to organizations.

He recommended that members watch the PBS program, Released. Mental Health Courts are discussed in the program. Ben thinks that the Strategic Planning Task Group should obtain more information about these. Katrina volunteered to take the lead on this. Tom informed the CSB that he has experience with Mental Health Courts as they operated in North Carolina.

Tom informed the CSB that the Criminal Justice Board has adopted this as one of its projects. They are now forming a steering committee. Tom would welcome CSB involvement.

COMMENTS FROM THE BOARD

Jacqui Sinicrope stated that the Federal budget cuts could have a huge effect on services; e.g., community health centers.

John Mullen wanted the CSB to know what a good job Scott Zeiter did with the presentation to the school folks.

Katrina Cole reported that May is Mental Health Awareness Month. There will be several programs presented at Rust Library during the month. She wrote letters to Kelly Burke and the mayors of all the towns requesting that May be designated Mental Health Awareness month. Ms. Burke said that it would be done.

Liz Miller stated that she will contact two groups and organize a CSB presentation for both.

Denis Cotter stated that he thinks a cost-benefit analysis needs to be done on the Mental Health Courts and that advocacy needs to be done at the beginning of the process.

Kathy Farmer stated that she will work on getting private clinicians together for a CSB presentation.

COMMENTS FROM THE STAFF

Roger Biraben invited CSB members to a training class for clinical staff conducted by Dr. David Jobs entitled Collaborative Assessment and Management of Suicidality. Staff will begin implementing this approach on June 1.

Beth Shockley referred CSB members to the Financial Report to notice that at 75% of the year, 82% of the budgeted revenue has been collected and 68% of the budget has been spent. She also discussed the Debt Set Off handout. Through March, \$67,885 has been sent to the state for collection.

Margaret Graham informed the CSB that Community Residences will open Brambleton on June 1st. It has been a long, difficult process.

ADJOURNMENT

Katrina Cole moved to adjourn the meeting; Liz Miller seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:10 PM.

Prepared by,

Beth Shockley
April 17, 2011