

Program Planning and Evaluation Committee
Meeting Highlights
December 13, 2016

EXTRAORDINARY BARRIERS LIST

Noreen Packman, *Intensive Mental Health Case Manager*, presented to the Committee the Extraordinary Barriers List (EBL) at State Psychiatric Hospitals. Individuals ready for discharge from state psychiatric hospitals are placed on the EBL when placement in the community is not possible due to barriers caused by waiting lists, resource deficits, or pending court dates. Mrs. Packman reviewed the situations of six (6) individuals on the EBL from our area for the month of November.

EMERGENCY SERVICES ACTIVITY AND TDO EXCEPTION REPORT

Jacque Kobuchi, *Emergency Services Coordinator*, presented to the Committee the Emergency Services Activity and Temporary Detention Order (TDO) Exception Report for November 2016.

Mrs. Kobuchi reported that RACSB Emergency Services staff completed 377 emergency evaluations during November 2016. In addition, staff assisted with the execution of 85 Emergency Custody Orders (ECO) and 78 Temporary Detention Orders (TDO).

Mrs. Kobuchi reviewed two (2) cases where the primary state psychiatric hospital was used as the facility of last resort when a community facility was not found at the end of an eight (8) hour ECO period. Mrs. Kobuchi said that fewer individuals have to leave the catchment area since Snowden at Fredericksburg increased its capacity by 14 beds.

The Committee unanimously approved a motion recommending the Board approve the October 2016 Emergency Services Activity and TDO Exception Reports as presented.

CIT ASSESSMENT CENTER REPORT

Kari Norris, *Emergency Services Therapist*, presented to the Committee the Crisis Intervention Team Assessment Center Report for November 2016. She said 32 assessments were performed at the CIT Assessment Center during the month of November 2016 (Caroline County – 1; Fredericksburg – 9; King George County – 6; Spotsylvania County – 9; and Stafford County – 7).

A motion by the Committee recommending the Board approve the November 2016 CIT Assessment Center Report as presented was unanimously approved.

WAITING LIST

Jane Yaun, *Deputy Executive Director*, presented to the Committee a report of the individuals waiting for services in November 2016.

At the time of the November report, there were no individuals waiting for Outpatient Services and 53 individuals (ages 14 or older) were waiting longer than 30-days for an intake

appointment with an RACSB psychiatrist. This is a decrease of seventeen (17) from the prior month.

For Mental Health Residential Services, there were 18 individuals waiting for placement (needs list – 8; referral list – 9; acceptance list – 1). For Intellectual Disability Residential Services, there were 141 on the wait list (needs list – 130; referral list – 11; acceptance list – 0). For the Program for Assertive Community Treatment (PACT), there were 30 individuals waiting for placement (needs list – 22; referral list – 7; and acceptance list – 1).

The Committee unanimously approved a motion recommending the Board approve the November 2016 Waiting List Report as presented.

COMPUTER VIRUS UPDATE

Suzanne Poe, *Information Technology Coordinator*, reported to the Committee that a recent virus had affected the RASCB computer network. Four individual computers were affected by the Wallet File Crypto virus on December 6, 2016. The virus spread to shared drives and impacted the work of staff members. Another virus outbreak occurred on December 9, 2016 and infected files that had previously been restored. At this time, most of the servers have been restored from backup and steps are being taken to tighten security on server and user accounts.

INFORMATION TECHNOLOGY/ELECTRONIC RECORD UPDATE

Suzanne Poe, *Information Technology Coordinator*, updated the Committee on Information Technology and Electronic Health Record changes. These changes included working to obtain Meaningful Use AIU funds for five (5) new providers; converting all RACSB employees to the new Exchange email system; wiring RAAI for new phones and computer network; installing video surveillance systems in Igo Road and Stonewall Estates Group Homes; and participating in a statewide committee for the integration of WaMS and Electronic Health Records.

ONE-TIME SALARY SUPPLEMENT

Executive Director Ron Branscome recommended a one-time salary supplement for employees based on hours worked over the past 12 months from December 6, 2015 through December 2, 2016. Employees who worked 200-499 hours in the past twelve (12) months would receive \$50; employees who worked 500-899 hours would receive \$100; employees who worked 900-1199 hours would receive \$150; and employees who worked 1200 or more hours would receive \$200.

A motion to approve the suggested salary supplement was approved unanimously by the Committee, with **Al Collins (Caroline County)** abstaining.

CARF SURVEY UPDATE

Executive Director Ron Branscome reported that RACSB has received an eighth consecutive, three-year national accreditation from CARF International. This is the highest rating obtainable.

DBHDS FAMILY WELLNESS GRANT

Michelle Wagaman, *Prevention Services Coordinator*, Wagaman reported to the Committee that RACSB has been selected as one of seven (7) out of nineteen (19) Community Services Boards to continue receiving Substance Abuse Block Grant funds totaling \$96,000 from the Department of Behavioral Health & Developmental Services (DBHDS) for Family Wellness. RACSB Prevention Services will be part of a pilot program.