

MINUTES

Rappahannock Area CSB

May PPE Committee

Tuesday, May 8, 2018, 10:30 am - 12:00 pm

Room 208, 600 Jackson Street in Fredericksburg

In Attendance

Al Collins; Amy Umble; Andrea Merwin; Brandie Williams; Debra Draper; Donna Andrus; Elizabeth Wells; Ellen Sears; Greg Sokolowski; Jack Rowley; Jacque Kobuchi; Jane Yaun; Joe Wickens; Karen Kallay; Kari Norris; Kheia Hilton; Nicole Baucum; Patricia Newman; Rhonda Pellicano; Sharon Killian; Stephanie Terrell; Stephen Curtis; Suzanne Poe; Tina Sears

A. CLOSED MEETING VA CODE 2.2-3711 A(4), A(7) & A(15)

It was moved by Debbie Draper and seconded by Ellen Sears that the Personnel Committee of the Rappahannock Area Community Services Board convene in a closed meeting pursuant to Virginia Code §2.2 – 3711 A(4) for the protection and privacy of individuals in personal matters not related to public business; Virginia Code §2.2 – 3711 A(7) to receive a briefing by staff pertaining to litigation, where such briefing would affect the litigation posture of RACSB if held in open session; and Virginia Code §2.2 – 3711 A(15) to discuss medical records excluded from 2.2 – 3711 pursuant to subdivision 1 of 2.2 – 3705.5.

Upon reconvening, Kheia Hilton called for a certification from all Committee members that, to the best of their knowledge, the Committee discussed only matters lawfully exempted from statutory open meeting requirements of the Freedom of Information Act; and only public business matters identified in the motion to convene the closed meeting.

A roll call vote was conducted:

Tina Sears – aye Kheia Hilton – aye

Debbie Draper – aye Jack Rowley – aye

Ellen Sears – aye Greg Sokolowski—aye

Karen Kallay—aye Al Collins – aye

Move: Debra Draper Second: Ellen Sears Status:

B. Independent Assessment Certification and Coordination Team (IACCT) Update

Donna
Andrus

Donna Andrus reported that RACSB received 13 referrals in the month of April for the Independent Assessment Certification and Coordination Team. She said that RACSB had completed eight assessments. She told the Board that the ACES screening would no longer be part of the IACCT process as of June 1.

C. Rappahannock Area Kids on the Block Grant Submission

Michelle
Wagaman

Jane Yaun reported that the Rappahannock Area Kids on the Block received \$1,500 from the City Arts Challenge Grant.

D. Emergency Services Activity and TDO Exception Report

Jacque
Kobuchi

Jacque Kobuchi reported that Emergency Services staff completed 421 emergency evaluations and assisted with the execution of 90 Emergency Custody Orders and 107 Temporary Detention Order during March 2018. In nine instances, 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-hour ECO period. Eight of those were sent to Western State Hospital and one was sent to the Commonwealth Center for Children and Adolescents.

E. CIT Assessment Center Report

Kari Norris

Kari Norris reported that the CIT Assessment Center assessed 46 individuals in the month of April. The number of individuals were served by locality were: Fredericksburg, 19; Caroline, 0; King George, 2; Spotsylvania, 13; and Stafford, 12.

The RACIT program held its first quarterly 40-hour CIT training on April 23-27. Localities and disciplines trained include: Fredericksburg, Spotsylvania County's sheriff and emergency medical services offices; Stafford County; Caroline County; Rappahannock Regional Jail; Quantico; Steadfast Security; Emergency Services; and NGA. There were 18 individuals trained.

F. Information Technology and Electronic Health Record Update

Suzanne
Poe

Suzanne Poe updated the Committee on Information Technology and Electronic Health Records. She reported that: Polycom use continues for telemedicine; Barb Meyer attended Netsmart's 2018 Connection conference; integration between the Waiver Management System and Electronic Health Records continues; two middleware servers are maintained in Avatar; Kenmore Club received a new phone system; new phone systems have been ordered for King George, Caroline, and Stafford clinics; and updates to the phone system are in place at the Fredericksburg clinic, Bridgewater, Parent Education-Infant Development; and Rappahannock Adult Activities Inc.

G. Victims of Crime FY19 Grant Renewal

Sharon Killian

Sharon Killian reported that the Victims of Crime Act grant is eligible for a final

renewal for FY19 in the amount of \$66,653. This grant funds a full-time Child/Adolescent Therapist located at Safe Harbor Child Advocacy Center. As of April 11, 2018, 61 youth have received services from the therapist.

H. Myers Drive Grant Award

Steve Curtis

Steve Curtis reported that the Community Foundation awarded a \$10,000 grant to Myers Drive Respite House through the Robert Cullen O'Neill Memorial Fund. The grant will fund scholarships for caregivers who cannot afford respite care.

I. Wolfe Street ICF Recertification Survey

Steve Curtis

Stephen Curtis reported that the Virginia Department of Health conducted an on-site survey at Wolfe Street Intermediate Care Facility. The surveyor's findings included seven e-tag and seven w-tag deficiencies. A corrective action plan was submitted and all of the deficiencies have been fixed.

J. Data Highlights--Developmental Disability Measures

bwilliams

Brandie Williams reviewed the performance dashboard, which is a report on 21 Community Services Boards quality and utilization measures. These include both mental health and developmental disability measures. Data for these reports is gathered through the Community Consumer Submission 3 extract uploaded monthly to the state secure file transfer site.

K. Wait List

Stephanie Terrell

Jane Yaun reported that as of April 30, there were 22 individuals on the wait list for outpatient therapy services; 17 older adolescents and adults waited longer than 30 days for their intake appointment. She reported the following wait lists for community support services:

Mental Health Residential: 10 (needs, 0, referral, 8; acceptance, 2)

Intellectual Disability Residential Services: 146 (needs, 139; referral, 5; acceptance, 2)

Program for Assertive Community Treatment: 26 (needs, 17; referral, 4; acceptance, 4)

A total of 64 individuals have enrolled in PACT services.

The Committee passed a motion recommending the Board approve the Wait List as presented.

Move: Jack Rowley Second: Status:

L. Serious Incident Summary

Sharon Killian

Jane Yaun reported that there were seven serious suicide attempts in the previous quarter. There was one death by suicide during that time frame.

M. Quality Assurance Report

Jane Yaun reported that in April 2018, Quality Assurance Staff completed site inspections and chart reviews for Substance Abuse Outpatient--Spotsylvania; RAAI Day Support (Group Day)--Kings Highway; RAAI Day Support (Community Engagement)--Kings Highway; and Mental Health Case Management--King George and Caroline.

Jane Yaun reported that there were 625 incident reports completed from January 2018 through March 2018. She told the Committee that incident reports can range from minor illness to major events. She said that incident reports did not necessarily happen at RACSB but could have been reported to the agency.

N. Adjournment (Kheia Hilton)

The meeting adjourned at 12:13 p.m.