

MINUTES

Rappahannock Area CSB

September Program Planning and Evaluation

Tuesday, September 11, 2018, 10:30 am - 11:30 am

Board Room 208, 600 Jackson Street, Fredericksburg, VA 22401

In Attendance

Al Collins; Alison Standring; Amy Jindra; Amy Umble; Andrea Merwin; Brandie Williams; Debra Draper; Donna Andrus; Elizabeth Wells; Jacque Kobuchi; Jane Yaun; Joe Wickens; Kari Norris; Kheia Hilton; Linda Ball; Matt Zurasky; Nancy Beebe; Rhonda Pellicano; Sharon Killian; Stephanie Terrell; Suzanne Poe

Not In Attendance

Ken Lapin; Tina Sears

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

Kheia
Hilton

It was moved by Kheia Hilton and seconded by Matt Zurasky that the Program Planning and Evaluation 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:

Linda Ball – aye

Debbie Draper – aye

 Matt Zurasky—aye

Al Collins – aye

 Kheia Hilton – aye

 Nancy Beebe – aye

Move: Kheia Hilton Second: Matt Zurasky Status: Passed

B. Presentation of Extraordinary Barriers List

The Committee passed a motion recommending that the Board approve a decision that the Committee receive a brief version of the Extraordinary Barriers List that does not include any Protected Health Information or details that would identify the individuals on the list. The list would no longer be reviewed in closed session.

Move: Debra Draper Second: Linda Ball Status: Passed

C. Part C Monitoring Results for FFY17/SFY18

Alison Standing

Alison Standing, Part C Coordinator, reviewed the results of the first two reporting cycles of the annual chart review to determine compliance with Part C federal regulations for FFY17/SFY18. The programs are in compliance with regulations and requirements.

ATTACHMENT I

D. Child and Adult Food Care Program Audit

Amy Jindra

Amy Jindra, Psychosocial Club Coordinator, presented the findings of an audit of the Child and Adult Care Food Program from the Virginia Department of Health. The VDH found no deficiencies of RACSB's Child and Adult Care Food Program offered at Kenmore Club.

ATTACHMENT II

E. Emergency Services Activity and TDO Exception Report

Jacque
Kobuchi

Jacque Kobuchi presented the Emergency Services Activity and TDO Exception reports for July and August. She reported that in July, Emergency Services staff completed 355 assessments and assisted with the execution of 74 Emergency Custody Orders and 83 Temporary Detention Orders. In 9 instances, state psychiatric hospitals were used as facilities of last resort.

In August, Emergency Services staff completed 374 evaluations and assisted with 84 Emergency Custody Orders and 89 Temporary Detention Orders. In 8 instances, state psychiatric hospitals were used as facilities of last resort.

ATTACHMENT III

F. CIT Assessment Center Report

Kari Norris

Kari Norris reported that 30 individuals used the CIT Assessment Center at Mary Washington Hospital in July. In August, 35 individuals used the CAC. These were: Fredericksburg, 10; Caroline, 6; King George 0; Spotsylvania, 14;

and Stafford 5.

The CIT program manager and three officers from Fredericksburg Police Department, Stafford Sheriff's office and UMW police attended the CIT international conference in Kansas City, Mo. The officers in attendance were nominated by emergency services staff for their exceptional work in the community serving individuals with mental illness. The RACIT program held its first quarterly 40-hour training on Aug. 22-24.

ATTACHMENT IV

- G. Independent Assessment Certification and Coordination Team (IACCT) Update

Donna Andrus

Donna Andrus reported that RACSB received and completed nine IACCT referrals in July. RACSB received and completed 18 IACCT referrals in the month of August. RACSB is the IACCT provider for Planning District 16.

ATTACHMENT V

- H. Information Technology and Electronic Health Record Update

Suzanne Poe

Suzanne Poe reported that the IT department is working with NetSmart to implement electronic prescribing of control medication; upgraded middleware for Avatar; is working on integration of Avatar and WaMS; is working on new phone systems for the Caroline, King George and Stafford phone systems; is testing Avatar Community Consumer Submission state extracts.

ATTACHMENT VI

- I. FY 2018 Incident Report Review

Stephanie Terrell

Stephanie Terrell reviewed the Incident Reports for the fourth quarter of FY18 and for the total year of FY18.

In the fourth quarter of FY18, 614 reports were filed, and 205 of those were submitted to DBHDS.

In FY 2018, there were 2,331 reports filed. This was an increase over the previous year.

ATTACHMENT VII

- J. Serious Incident Summary

Sharon Killian

Sharon Killian reviewed significant suicide attempts from April 1 through June 30. She said there were no deaths by suicide during the quarter. There were 15 incidents; nine were females and six were males.

ATTACHMENT VIII

K. Data Highlights--Developmental Disability Measures

Brandie Williams

Brandie Williams reviewed the data highlights for developmental disability measures. She told the Committee that this report provides a trend overview of RACSB's performance on the Developmental Disability measures for the Department of Behavioral Health and Developmental Services Performance Dashboard.

ATTACHMENT IX

L. Wait List

Stephanie Terrell

Stephanie Terrell reported that 72 individuals were on the wait list for outpatient therapy services as of Aug. 31. There are 13 individuals on the wait list for mental health residential (needs list-2, referral list-10, acceptance list-1); 145 individuals on the intellectual disability residential services list (needs list-139, referral list-4, acceptance list-2); and 29 on the PACT wait list (needs list-17, referral list-9, acceptance list-3). There are currently 76 individuals enrolled in the Program for Assertive Community Treatment.

ATTACHMENT X

The Committee passed a motion to recommend the Board approve the wait list as presented by staff.

Move: Al Collins Second: Linda Ball Status: Passed

M. Quality Assurance Report

Stephanie Terrell

Stephanie Terrell reported that Quality Assurance staff completed site inspections and chart reviews for Rappahannock Adult Activities Inc. (Stafford); Mental Health Outpatient (Spotsylvania); Mental Health Case Management (Spotsylvania); Intellectual Disability Case Management Services (King George); and Kenmore Club. QA staff reviewed 55 charts, and 17 noted discrepancies.

ATTACHMENT XI

N. Information on Budget Changes

Jane Yaun

Jane Yaun reported that the financial changes related to Medicaid expansion were announced, and RACSB is looking at a \$600,000 funding reduction in FY20 in substance abuse and mental health programs.

O. Adjournment (Kheia Hilton)

The meeting adjourned at 11:38 a.m.