
April 2022 Program Planning and Evaluation Committee Meeting Minutes

Call to order

A meeting of the Program Planning and Evaluation Committee of Rappahannock Area Community Services Board was held at 600 Jackson Street on April 19, 2022. Attendees included Nancy Beebe, Carol Walker, Linda Ball, Ken Lapin, Jacque Kobuchi, Michelle Runyon, Tina Cleveland, Joe Wickens, Brandie Williams, Amy Umble, Stephanie Terrell, Amy Jindra, Patricia Newman, Donna Andrus, Brittany Dobyne, Hosanna Gifford, and Teresa McDonnell. Melissa White, Matt Zurasky, and Susan Gayle were not present.

Extraordinary Barriers List – February 2022

Patricia Newman reviewed the case of one individual on the Extraordinary Barriers List. This individual's barriers to placement include establishing housing and services in the community in order to have the support necessary to maintain stability as well as working through legal issues. This individual has a diagnosis of mental illness. They have been accepted to Home Road Supervised Apartments. Their anticipated discharge has been delayed in response to difficulty managing their mental health as well as reluctance to accept recommended medications. This has caused the Internal Forensic Privileging Committee to disapprove this individual's Conditional Release. Discharge will take place after the CRP is approved by the Court.

Independent Assessment Certification and Coordination Team Update

Donna Andrus told the Committee that RACSB received 20 IACCT referrals in February and completed 20 assessments. Eight referrals were initial assessments and twelve were re-authorizations. Four were from Spotsylvania, nine from Stafford, one from Caroline, three from King George, and three from the City of Fredericksburg.

Community Foundation Grant – Anne Felder Fund

Amy Jindra informed the Committee that Rappahannock Adult Activities, Inc. submitted a request for funding for \$8,400 for six RoPox Vision Tables. These tables allow for improved access and independence of individuals attending RAAI, allowing personal adaptive space for individuals to participate in a wide variety of activities of their choice. RAAI received partial funding in the amount of \$2,800, and is working with the vendor to obtain an updated quote for two tables to match the grant funding.

ACTION TAKEN: The Committee unanimously approved a motion to accept the grant funding as presented.

Moved by: Nancy Beebe Seconded by: Carol Walker

Information Technology/Electronic Health Record Update

Brandie Williams said that the information technology department closed 1,480 help tickets in March. Community Consumer Submission data was sent to the state March 30, 2022. Final specifications for

state reporting have been sent to Netsmart for programming into our system with a go-live date for new changes on July 1, 2022. There are over 60 changes this year for WaMS with a go-live date of May 1, 2022. Virginia DMAS was shut down for most computer process from March 30 – April 4, 2022 for implementation of a new Medicaid Enterprise System initiative. This will entail new portal for verification, data entry, claims status and payment, and authorizations. All staff had to be reset-up in the system with additional information needed. The go-live date for the new Trac-It program has been pushed back to June 27, 2022. RACSB continues to utilize Zoom with 10,071 video meetings held with a total of 3,281 participants in March. Additionally, we continue to assist staff with the new AvatarNX system. Also, we have installed two new phone systems for Spotsylvania Clinic and 4815 Carr Drive.

Crisis Intervention Team (CIT) Assessment Center Report – March 2022

Jacque Kobuchi reported that the CIT Assessment Center Assessed 16 individuals in the month of March 2022: Fredericksburg 2; Caroline 0; King George 1; Spotsylvania 7; Stafford 3; Other 1.

Emergency Custody Order and Temporary Detention Order Report – February 2022

Jacque Kobuchi told the Committee that emergency services staff completed 375 emergency evaluations in March 2022. Seventy-four Emergency Custody Orders (ECO) were issued, 81 Temporary Detention Orders were issued and 81 Temporary Detention Orders (TDO) were executed. Alternate transportation was used four times in March, with the opportunity to have been used two additional times, but no driver was available.

Project LINK Supplemental Federal Substance Abuse Block Grant

Brittany Dobyne stated the DBHDS has awarded Project LINK Supplemental Substance Abuse Block Grant funds to each CSB that currently has a Project LINK program. RACSB's Project LINK program will receive a one-time amount of \$100,000 to be used by March 2023. These funds will be used for continuing education, employment assistance, housing assistance, and staff training. Staff will be attending a Substance Use Disorder Conference in Ashville, NC.

ACTION TAKEN: The Committee unanimously approved a motion to accept the grant funding as presented.

Moved by: Linda Ball Seconded by: Nancy Beebe

March 2022 Wait List

Stephanie Terrell reported that 185 individuals were waiting more than 30 days for outpatient therapy appointments as of March 31, 2022. As of April 12, 2022, there were ten older adolescents and adults and one child under the age of 13 waiting longer than 30 days for a psychiatry intake appointment.

The Community Support Services waiting lists included: Mental Health Residential, 4 (needs, 0; referral, 3; acceptance, 1); Developmental Disability Residential, 97 (needs, 89; referral, 7; acceptance, 1); Assertive Community Treatment, 10 (needs, 6; referral, 4, acceptance, 0); and DD Waiver Services, 739. The decrease is due to the slots that were awarded in March.

Quality Assurance Report

Stephanie Terrell reported that quality assurance staff had reviewed randomly selected charts, files, and documents in the following programs:

- Assertive Community Treatment (ACT) – the average score increased from 77 to 78 on a 100-point scale.
- Child and Adolescent Case Management – the average score decreased from 100 to 93 on a 100-point scale.

DBHDS Diversity, Equity, and Inclusion ARPA Grant

Brandie Williams informed the Committee that RACSB applied for the DBHDS Diversity, Equity, and Inclusion ARPA grant and received an award of \$39,000. RACSB will use this towards consultation services from a Diversity, Equity and Inclusion expert to review our policies and procedures to see how we can better support our DEI efforts. These funds will need to be spent by March 2023.

ACTION TAKEN: The Committee unanimously approved a motion to accept the grant funding as presented.

Moved by: Nancy Beebe Seconded by: Carol Walker

Community Project Funding Application

Brandie Williams explained to the Committee that RACSB has been invited to apply for Community Project Funding as one of the 15 applications allowed through the office of Representative Abigail Spanberger. Funding would be requested in the amount of \$1,200,000 to support 15 behavioral health therapists and a coordinator position for the Children and Adolescent Behavioral Health Supports Project. This project will provide mental health supports in schools across Planning District 16. This is a one-time amount that we hope will jump start the program, since we can now bill outpatient services in the schools to help continue to fund the program.

ACTION TAKEN: The Committee unanimously approved a motion to accept the grant application for funding as presented.

Moved by: Carol Walker Seconded by: Nancy Beebe

Data Dashboard

Brandie Williams told the Committee that this month's report shows an overview of the new and ongoing behavioral health performance measures for Same Day Access, Suicide Risk Assessment, Physical Health Coordination, Substance Use Disorder Engagement, and Enhanced Case Management.

Closed Session

CLOSED MEETING – VA CODE § 2.2 – 3711 A (4), A (7), and A (15)

Ken Lapin requested a motion for a closed meeting.

It was moved by Linda Ball and seconded by Nancy Beebe that the Program Planning & 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. The motion was unanimously approved.

Upon reconvening, Ken Lapin called for a certification from all Committee members that, to the best of their knowledge, the Committee discussed only matter 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 – voted aye

Carol Walker – voted aye

Nancy Beebe – voted aye

The motion was unanimously approved and no action was taken in Closed Meeting.

Other Business

Joe Wickens reminded the Committee that the VACSB Conference is coming up. Ken stated he would like to attend. Joe informed the Committee that RACSB will be lifting the mask mandate for all vaccinated employees as of Monday, April 25, 2022. Additionally, Joe asked the Committee if there was anyone they knew that would be interested in serving on our Board. RACSB has immediate openings in King George (3) and Spotsylvania (1). RACSB also has two seats vacating at the end of June 2022 in Fredericksburg and Spotsylvania. Joe also asked for volunteers to chair the Prevention and Public Information Committee.

Adjournment

The meeting adjourned at 11:46 a.m.