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# May 2022 Program Planning and Evaluation Committee Meeting Minutes

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## 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 May 10, 2022. Attendees included Nancy Beebe, Melissa White, Susan Gayle, Ken Lapin (virtually), Lawrence Davies, Jacque Kobuchi, Tina Cleveland, Joe Wickens, Brandie Williams, Stephanie Terrell, Amy Jindra, Donna Andrus, Nancy Price, Elizabeth Wells, Hosanna Gifford, and Teresa McDonnell. Matt Zurasky, Carol Walker, and Linda Ball were not present.

## Extraordinary Barriers List – April 2022

Elizabeth Wells 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 19 IACCT referrals in April and completed 17 assessments. Five referrals were initial assessments and 14 were re-authorizations. Six were from Spotsylvania, six from Stafford, one from Caroline, four from King George, and two from the City of Fredericksburg.

## Permanent Supportive Housing Update

Nancy Price told the Committee that there are currently 29 individuals enrolled in PSH, 3 of whom left their housing with PSH and are in the process of being rehoused. PSH does not have a waitlist at this time, however, there are 15 individuals who have been assessed, met criteria, and have been approved for PSH. Susan Gayle asked if there was any data available regarding the impacts of PSH. Nancy informed her that the DBHDS has data that will be made available in the coming months.

## Information Technology/Electronic Health Record Update

Brandie Williams said that the information technology department closed 943 help tickets in April. Community Consumer Submission data was sent to the state April 29, 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 an updated go-live date of May 17, 2022. RACSB's provider number disappeared from the WaMS portal on April 18. RACSB's IT and Reimbursement team coordinated with Medicaid and WaMS to resolve the issue. The go-live date for the new Trac-It program has been pushed back to June 27, 2022. RACSB continues to utilize Zoom

with 2,878 video meetings held with a total of 8,728 participants in April. Multiple patches have been installed on the AvatarNX system and meetings have begun to implement Bells.ai (coordinated by Nathan Reese), which will allow users an easier way to capture notes in the community. Lastly, furniture is due to arrive for 4815 Carr Drive in mid-May, at which point phones will be installed on desks and staff trained on the use of new phones.

### **Crisis Intervention Team (CIT) Assessment Center Report – April 2022**

Jacque Kobuchi reported that the CIT Assessment Center Assessed 19 individuals in the month of April 2022: Fredericksburg 4; Caroline 2; King George 1; Spotsylvania 7; Stafford 5. Additionally, a 40-hour training was held from April 4-8 with 20 participants in attendance from the following areas: Fredericksburg 3; Caroline 4; King George 3; Spotsylvania 1; Stafford 3; RACSB 1; District 21 2; RRCJA 1; NGA 2.

### **Emergency Custody Order and Temporary Detention Order Report – April 2022**

Jacque Kobuchi told the Committee that emergency services staff completed 390 emergency evaluations in April 2022. Eighty-five Emergency Custody Orders (ECO) were issued, 88 Temporary Detention Orders were issued and 88 Temporary Detention Orders (TDO) were executed.

### **April 2022 Wait List**

Stephanie Terrell reported that 205 individuals were waiting more than 30 days for outpatient therapy appointments as of April 30, 2022. As of May 2, 2022, there were eight older adolescents and adults and zero children 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, 5 (needs, 0; referral, 4; acceptance, 1); Developmental Disability Residential, 96 (needs, 90; referral, 5; acceptance, 1); Assertive Community Treatment, 13 (needs, 6; referral, 7, acceptance, 0); and DD Waiver Services, 746.

### **Licensing Reports**

Stephanie Terrell shared that The RACSB submitted CAPs for three programs during the month of April. Emergency Services, Stonewall Group Home, and the Assertive Community Treatment Program submitted CAPs for the late reporting of a reportable serious incident.

**ACTION TAKEN:** The Committee unanimously approved a motion recommending the Board of Directors accept the report as presented.

Moved by: Susan Gayle Seconded by: Lawrence Davies

### **Quality Assurance Report**

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

- Adult Mental Health Case Management – the average score increased from 74 to 77 on a 100-point scale.

- Rappahannock Adult Activities, Inc. – the average score decreased from 100 to 91 on a 100-point scale.

### **CARF Program Evaluation Mid-Year Executive Summary**

Brandie Williams informed the Committee that RACSB conducts an annual performance analysis of programs accredited by CARF. This month's report reviews the performance for CARF-accredited programs.

### **Adjournment**

The meeting adjourned at 11:39 AM.