
August 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 August 9, 2022. Attendees included Melissa White, Susan Gayle, Nancy Beebe, Ken Lapin, Glenna Boerner, Susan Muerdler, Matt Zurasky, Jacob Parcell, Claire Curcio, Kheia Hilton, Joe Wickens, Stephanie Terrell, Tina Cleveland, Jacque Kobuchi, Amy Jinda, Brandie Williams, Michelle Wagaman, Amy Umble, Michelle Runyon, Allie Parrish, Alison Standring, Liz Wells, and Donna Andrus. Linda Carter was not present.

Local Early Intervention System Monitoring Report

Alison Standring reviewed the Local Early Intervention System Monitoring Report. She emphasized the summary of compliance metrics, stating that we are in full compliance.

Extraordinary Barriers List – July 2022

Liz Wells reviewed the cases of four individuals on the Extraordinary Barriers List.

The first individual's barriers to discharge 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.

The second individual's barriers to discharge include identifying and being accepted to a nursing home. This individual has recently experienced some increased medical concerns and their prognosis is unclear at this time. Numerous referrals to nursing homes have been made, some resulting in denials for admissions as well as wait lists.

The third individual's barriers to discharge include identifying and being accepted to a group home that has the ability to support this individual in the community. This individual had previously been residing with family but would be best supported in a group home setting. This individual has interviewed with multiple group homes; however they have either not been accepted or their family determined that the placement was not a good fit. They were previously accepted to Amazing Grace group home and a follow up interview will be scheduled. This individual does have an active Developmental Disability (DD) waiver and will discharge once accepted to a group home.

The fourth individual's barriers to discharge include identifying and being accepted to the most appropriate housing or residential program. This individual has a diagnosis of serious mental illness. They have a history of hospitalizations as well as incarcerations and are a registered sex offender and were also charged with a recent misdemeanor offense while hospitalized. A previous placement had been identified; however the cost was very high as a result of the specifications required for the

individual. Discharge was delayed due to cost as well as the individual obtaining new legal charges. The individual continues to lack insight into their illness as well as their need for continued treatment. RACSB has expressed concerns regarding their readiness for discharge due to the amount of supervision needed to maintain safety, however, the hospital staff report that because the individual is at their baseline in their mental health, they are ready for discharge. Multiple options for housing are being considered at this time to include Permanent Supportive Housing and Assisted Living Facilities. RACSB's Hospital Liason and hospital staff continue to attempt to make contact with this individual's monitoring officer through the State Police in order to collaborate with them regarding placement possibilities. This individual will discharge once housing is identified, DAP Funding is approved and the address is approved by their monitoring officer.

Independent Assessment Certification and Coordination Team Update

Jacque Kobuchi told the Committee that RACSB received 11 IACCT referrals in July and completed 11 assessments. Five referrals were initial assessments and 6 were re-authorizations. Three were from Spotsylvania, four from Stafford, two from Caroline, two from King George, and none from the City of Fredericksburg.

Information Technology/Electronic Health Record Update

Brandie Williams said that the information technology department closed 1,031 help tickets in July. Community Consumer Submission data was sent to the state June 28, 2022. The go-live date for the Individual Service Plan changes in WaMS was May 17, 2022. There are over 60 changes this year for WaMS. Due to errors with the new extract, we were not able to initially implement the changes. Netsmart was able to fix submission issues on July 14, 2022. The go-live date for the new Trac-It program was June 27, 2022. The new system has resulted in an untenable increase in data entry time. The system is functioning consistently enough to train and push out to staff, however, the amount of data input is set to increase. Brandie is making people aware of the problem and advocating to decrease the administrative burden. RACSB continues to utilize Zoom with 2,582 video meetings held with a total of 7,377 participants in July. We are working with Netsmart to implement a new piece of networking equipment to allow for more efficient networking speeds when staff access Avatar and run Avatar reports. The implementation of Bells.ai has begun, which will allow users an easier way to capture notes in the community. Carr Drive opened to individuals on June 21, 2022, with phones and computers operational. Brittney Commons moved to Merchants Square in Spotsylvania on August 1, 2022. Phones and computer network are being set up for the new site. One of our IT Technicians resigned his position on July 14, 2022 and we are currently advertising for a replacement.

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

Jacque Kobuchi reported that the CIT Assessment Center Assessed 27 individuals in the month of July 2022: Fredericksburg 6; Caroline 1; King George 0; Spotsylvania 12; Stafford 8.

Emergency Custody Order and Temporary Detention Order Report – July 2022

Jacque Kobuchi told the Committee that emergency services staff completed 343 emergency evaluations in July 2022. Seventy-seven Emergency Custody Orders (ECO) were issued, 82 Temporary Detention Orders (TDO) were issued and 82 Temporary Detention Orders were executed.

July 2022 Wait List

Stephanie Terrell reported that 263 individuals were waiting more than 30 days for outpatient therapy appointments as of July 31, 2022. As of June 8, 2022, there were 18 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, 4 (needs, 0; referral, 3; acceptance, 1); Developmental Disability Residential, 96 (needs, 90; referral, 5; acceptance, 1); Assertive Community Treatment, 19 (needs, 15; referral, 2, acceptance, 2); and DD Waiver Services, 757.

Licensing Reports

Stephanie Terrell shared that the RACSB submitted CAPs for four programs during the months of June 2022 and July 2022. Developmental Disabilities Support Coordination and New Hope Group Home submitted CAPs for the late reporting of an incident. Leeland Road submitted a CAP for the late submission of verification of implementation of a CAP. Lucas Street ICF submitted a CAP for a violation related to the Human Rights regulations.

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

Moved by: Ken Lapin Seconded by: Susan Gayle

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 Behavioral Health and Developmental Disability.

The Committee discussed whether some of the metrics were helpful, as they measure things that don't necessarily affect an individual's outcomes. Brandie agreed with their points, stating that there's a movement to look at data that looks at things holistically. Data quality issues are being reviewed with DBHDS.

FY23 Community Impact Grant Funding

Michelle Wagaman said Healthy Families Rappahannock Area received funding from the Rappahannock United Way (RUW).

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

Moved by: Ken Lapin Seconded by: Susan Gayle

Closed Session

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

Nancy Beebe requested a motion for a closed meeting.

It was moved by Ken Lapin and seconded by Matt Zurasky 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, Nancy Beebe 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:

Melissa White – voted aye	Susan Muerdler – voted aye
Susan Gayle – voted aye	Nancy Beebe – voted aye
Ken Lapin – voted aye	Glenna Boerner – voted aye
Matt Zurasky – voted aye	Jacob Parcell – voted aye
Claire Curcio – voted aye	Kheia Hilton – voted aye

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

Adjournment

The meeting adjourned at 12:13 PM.