
December 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 **December 13, 2022**. Attendees included Nancy Beebe, Glenna Boerner, Sarah Ritchie, Melissa White, Matt Zurasky, Jacque Kobuchi, Tina Cleveland, Joe Wickens, Brandie Williams, Amy Umble, Michelle Runyon, Stephanie Terrell, Patricia Newman, and Nadine Mayo. Kheia Hilton, Susan Muerdler, Claire Curcio, and Jacob Parcell were not present.

Extraordinary Barriers List

Patricia Newman reviewed the case of one individual on the Extraordinary Barriers List. This individual's barriers to placement include the need for a public guardian, the combination of physical and psychiatric care needs, and the individual being a registered sex offender.

Independent Assessment Certification and Coordination Team Update

Jacque Kobuchi told the Committee that RACSB received and completed 12 IACCT referrals in November. Three were from Spotsylvania, six from Stafford, one 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 939 help tickets in November. Community Consumer information was submitted to the state Nov. 28.

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

Jacque Kobuchi reported that the CIT Assessment Center Assessed 26 individuals in the month of November 2022: Fredericksburg 11; Caroline 0; King George 0; Spotsylvania 6; Stafford 9.

Emergency Custody Order and Temporary Detention Order Report – November 2022

Jacque Kobuchi told the Committee that emergency services staff completed 359 emergency evaluations in November 2022. Sixty-nine Emergency Custody Orders (ECO) were issued, 73 Temporary Detention Orders were issued and 73 Temporary Detention Orders (TDO) were executed. Five individuals were sent to state hospitals as a bed of last resort.

November 2022 Wait List

Stephanie Terrell reported that 264 individuals were waiting more than 30 days for outpatient therapy appointments as of Nov. 30, 2022. As of Dec. 6, 2022, there were six older adolescents and adults and no 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, 3 (needs, 0; referral, 3; acceptance, 0); Developmental Disability Residential, 96 (needs, 91; referral, 4; acceptance, 1); Assertive Community Treatment, 11 (needs, 4; referral, 7, acceptance, 0); and DD Waiver Services, 791.

Quality Assurance Report

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

- Mental Health Outpatient, Spotsylvania. The score decreased from an 80 to 78 on a 100-point scale.

CARF Review

Stephanie Terrell reported that RACSB received a three-year accreditation from CARF after the survey on Oct. 17 through 19. She thanked Board Members and staff for their help during the intense process that involved interviews, tours and document reviews.

Corrective Action Plan

Stephanie Terrell reviewed licensing violations the agency received for emergency services, Kenmore Club and Lucas Street Intermediate Care Facility. She discussed the corrective action plans RACSB submitted to DBHDS.

Data Highlights

Brandie Williams reviewed reports on behavioral health and developmental disability performance measures. She told the Committee that RACSB is committed to using data-driven decision-making to improve performance and quality.

Adjournment

The meeting adjourned at 11:25 a.m.