



VOICE/TDD (540) 373-3223

FAX (540) 371-3753

meeting notice

TO: Board of Directors

FROM: Matt Zurasky, Secretary
Joe Wickens Executive Director

SUBJECT: Board of Directors Meeting Tuesday,
February 20, 2024 5:00pm
Rappahannock Area CSB – Board Room 208
600 Jackson Street, Fredericksburg, VA 22401

DATE: February 15, 2024

A Board of Directors Meeting has been scheduled for Tuesday, February 20, 2024 at 5:00 PM, at Rappahannock Area CSB – Board Room 208, 600 Jackson Street, Fredericksburg, VA 22401.

We are looking forward to seeing everyone on February 20, 2024 at 5:00PM.

***As a reminder, please ensure you send a reply RSVP via email if you plan to attend the meeting. Thank you.**

Best,

MZ/JW

Enclosure (Agenda Packet)

**RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD
BOARD OF DIRECTORS MEETING
February 20, 2024**

600 Jackson Street, Board Room 208
Fredericksburg, VA 22401

a g e n d a

- I. MINUTES, BOARD OF DIRECTORS, January 23, 2024 **Beebe**
- II. PUBLIC COMMENT- Public Comment **Beebe**
- III. EMPLOYEE SERVICE AWARDS **Wickens**

5 years

Amy Cassell, Therapist, Emergency Services

April Ware, Direct Support Personnel

10 years

Virginia Hinkle, Supervisor, ID Supervised Apts.

15 years

Jason Mcintosh, MH Case Manager

Patricia Newman, Supervisor, Adult MH Case Mgmt.

20 years

Barbara Brown, Supervisor, Sponsored Placement

Jennifer Quigley, Direct Support Personnel

35 years

Julia Orrock, Reimbursement Technician III

- IV. **PRESENTATION: DEVELOPMENAL SERVICES
SUPPORT COORDINATION, MS. JEN ACORS**

- V. CONSENT AGENDA

Beebe

RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE
February 13, 2024

Parcell

A.1 Information Only – Extraordinary Barriers List

- A.2 Information Only – Independent Assessment Certification and Coordination Team Update (IACCT)
- A.3 Information Only – Crisis Intervention Team Report
- A.4 Information Only – Emergency Custody Order/Temporary Detention Order
- A.5 Information Only – Sunshine Lady House Update
- A.6 Information Only – January Waitlist
- A.7 Approved – Licensing Reports
- A.8 Information Only – Second Quarter Incident Summary Report
- A.9 Information Only – Information Technology/Electronic Health Record Update
- A.10 Information Only – Mid-Year CARF Executive Summary
- A.11 Information Only – Legislative Priorities Report

RECOMMENDED: FINANCE COMMITTEE February 13, 2024

Zurasky

- B.1 Information Only –Summary of Cash Investments
- B.2 Information Only –Summary of Investment Portfolio
- B.3 Information Only – Fee Revenue Reimbursement
- B.4 Information Only – Fee Revenue Reimbursement-without credits
- B.5 Information Only – Fee Collection YTD and Quarterly
- B.6 Information Only – Write-Off Report
- B.7 Information Only – Health Insurance Account
- B.8 Information Only – OPEB
- B.9 Information Only – Payroll Statistics
- B.10 Follow Up Board – Financial Summary (**no quorum**)
- B.11 Information Only – Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital and Stafford Hospital Community Benefit Fund

RECOMMENDED: PERSONNEL COMMITTEE February 13, 2024

**Curcio for
Gayle**

- C.1 Information Only –Summary – Retention Report – January 2024
- C.2 Information Only –Summary – January 2024 EEO Report and Recruitment Update
- C.3 Information Only – Open Positions Report
- C.4 Information Only – CSB Workforce Reporting Overview

VI. REPORT FROM THE EXECUTIVE DIRECTOR

Wickens

VII. REPORT OF DIRECTORS and COORDINATORS

- A. Clinical Services
- B. Human Resources
- C. Finance and Administration
- D. Compliance
- E. Public Information
- F. Prevention
- G. Community Support Services
- H. Deputy Executive Director

**Kobuchi
McDonnell
Cleveland
Terrell
Umble
Wagaman
Jindra
Williams**

VIII. BOARD TIME

Beebe

IX. ADJOURNMENT

Beebe

January 2024 Board of Directors Meeting Minutes

CALL TO ORDER

A meeting of the Board of Directors of Rappahannock Area Community Services Board was held on January 23, 2024, at 600 Jackson Street and called to order by Chair, Nancy Beebe. *Attendees included:* Jacob Parcell, Shawn Kiger, Claire Curcio, Glenna Boerner, Matt Zurasky, Nancy Beebe, Melissa White, Susan Gayle, Carol Walker, Gregory Sokolowski, and Kenneth Lapin. *Not present:* Bridgette Williams, and Sarah Ritchie.

MINUTES, BOARD OF DIRECTORS, **December 19, 2023**

The Board of Directors approved the minutes from the December 19, 2023 meeting.

ACTION TAKEN: The Board approved the minutes
Moved by: Mr. Kenneth Lapin
Seconded by: Mr. Matthew Zurasky

I. PUBLIC COMMENT

No Action Taken

II. SERVICE AWARDS

Ms. Brandie Williams recognized all employees with awards:

5 years

Carol Embry, Accountant

Amelia Gilmer, Office Associate II

Katelynn Witt, Day Support Counselor, ICF

Beena Jennifer Premkumar, Psychiatrist

15 years

Melissa Roth, ID Residential Specialist

Cecelia Sawyer, Direct Support Professional, Residential

Employee of the Quarter

Carrie Beard, Home Road Group Home Manager

- ❖ **INTRODUCTION OF A VISITOR: Cindy Lamb, DBDHS Board Member**, present at meeting to fulfill obligation to that board by maintaining consistent contact with local CSBs in the service area she covers. Ms. Lamb shared her purpose is to take back information that we would like to

share with the DBDHS Board Members. She sees this as a great opportunity for RACSB to have a local voice at the agency.

❖ **BOARD PRESENTATION: *Legislative and Advocacy – presented by Ms. Brandie Williams***

Ms. Williams gave a presentation to the board focused on the three levels of advocacy, Federal, State and Local. She presented the contact details for our Federal Representatives as well as our Local Governing Bodies. Ms. Williams went over the Board of Supervisors/City Council, top advocacy priority- to fully fund our local funding request directed towards administrative support to assist with the Crisis Receiving Center (CRC) and on-going funding. She then went into detail the role the VACSB plays and how they represent the CSB/BHAs in state and federal public policy matters, including state and federal funding, legislation and regulation. Ms. Williams spoke about the VACSB Public Policy Committee that reviews each bill which impacts public behavioral health and developmental disabilities services. She then walked the Board through each of the Associated Bills currently under consideration. Ms. Williams concluded by reviewing these bills in the context of the Governor’s Introduced Budget.

III. CONSENT AGENDA

RECOMMENDED: PROGRAM PLANNING AND EVALUATION COMMITTEE

January 9, 2024

Parcell

- A.1 Information Only – Extraordinary Barriers List
- A.2 Information Only – Independent Assessment Certification and Coordination Team Update (IACCT)
- A.3 Information Only – Crisis Intervention Team Report
- A.4 Information Only – Emergency Custody Order/Temporary Detention Order
- A.5 Information Only – December Waitlist
- A.6 Approved – Licensing Reports
- A.7 Information Only – Information Technology/Electronic Health Record Update
- A.8 Information Only – Data Highlights Report
- A.9 Information Only – Legislative Update

RECOMMENDED: FINANCE COMMITTEE January 9, 2024

Zurasky

- B.1 Information Only – Summary of Cash Investments
- B.2 Information Only – Summary of Investment Portfolio
- B.3 Information Only – Fee Revenue Reimbursement
- B.4 Information Only – Fee Revenue Reimbursement-without credits
- B.5 Information Only – Fee Collection YTD and Quarterly
- B.6 Information Only – Write-Off Report
- B.7 Information Only – Health Insurance Account
- B.8 Information Only – OPEB

- B.9 Information Only – Payroll Statistics
- B.10 Follow Up Board – Financial Summary (**no quorum**)

RECOMMENDED: PERSONNEL COMMITTEE January 9, 2024

**Boerner
for Gayle**

- C.1 Information Only –Summary – Retention Report – December 2023
- C.2 Information Only –Summary – December 2023 EEO Report and Recruitment Update
- C.3 Information Only – Open Positions Report

ACTION TAKEN: The Board approved the consent agenda with the exception of B.10 Financial Summary.

Moved by: Mr. Kenneth Lapin
Seconded by: Ms. Carol Walker

ACTION TAKEN: The Board approved the Financial Summary.

Moved by: Mr. Mr. Zurasky
Seconded by: Ms. Claire Curcio

IV. REPORT OF THE DIRECTORS AND COORDINATORS

- a. **Clinical Services** – nothing more to add
- b. **Human Resources**- nothing more to add
- c. **Compliance**- not present
- d. **Public Information**- passed out handout
- e. **Prevention** – Ms. Wagaman shared that they are in full swing with trainings and community events are gearing up. One of the biggest events is Youth First on February 16th, approximately 300+ schools, staff, counselors, nonprofits, and the RACSB is a sponsor and will have a table. Ms. Wagaman informed the board of the third meeting for the Suicide Prevention Coalition. The group is developing their mission and vision and are working on their SWAT analysis.
- f. **Community Support Services** – nothing more to add
- g. **Deputy Executive Director** – Ms. Williams said this would be a combined report of the Executive Director report in Mr. Wickens absence.

She first wanted to thank everyone who attended the Board Tour today. It was great to spotlight some of the programs and staff and we appreciate all who participated.

Ms. Williams then added that there were two Bills that were not in her presentation that Joe wanted to bring the Board's attention. They are HB1197- presented by Kent, and SB371- presented by Stuart. These two bills are identical and would move King George out of Planning District 16 into Planning District 17- which is the Middle Peninsula/Northern Neck. This would have a huge impact to our CSB and the individuals served, as well as our programs located in King George. There are questions about these bills as there is a process for moving Districts which does not include this type of legislative action. Matt Zurasky asked about how we would deal with the

properties we own in King George. There was a consensus that there are many unanswered questions and being unaware of the rationale behind this decision (and bills) makes it hard to do anything just yet. Ms. Williams said as they find out more information, they will let the Board know.

Ms. Williams then announced the City Planning Manager reached out with an agreeable response for our proposal for Roxbury – that RACSB would maintain ownership if the city took over responsibility for renovating *and* we maintained the warehouse building. Ms. Williams said we moved forward with sending them a quote on the cost and they came back with a meeting request that is scheduled for next week.

Ms. Williams went onto to a request that was made at committee meetings for an update on where we are with the awarded Opioid Abatement Funding – we were awarded over \$900,000 in July to support the launching of a mobile Medicated Assisted Treatment Program as well as supporting three beds for our crisis stabilization that would be able to accommodate detox.

Ms. Williams shared that there seems to be some challenges to get each of the localities to sign the Memorandum of Understanding (MoU) that is necessary for them to pull down the funding, because it is a regional project. Stafford is serving as the fiscal agent for the program. Information received from Stafford indicates there were some localities who signed the MoU and some others that their lawyer made red line changes. Ms. Williams explained that this is important because if we don't have the MoU signed and in place by March 1st we lose the funding.

Mr. Zurasky asked if we know what the redlines are. Ms. Williams said no, the agency has not had the opportunity to view the redlines. It would be helpful to know if they are impactful redlines or not according to Mr. Zurasky.

Ms. Williams then called on Ms. Wagaman who had a recent update on the status of the redlined memorandums. Ms. Wagaman said that the Stafford County Administrator spoke with the Spotsylvania County Administrator. The Spotsylvania County Attorney sent their edits/redlines to all the other four localities- and the localities are now reviewing them. It appears some progress is being made.

VI. BOARD TIME

- a) Ms. White, thank you Brandie, good presentation, thank you for the information.
- b) Ms. Gayle, thank you all.
- c) Mr. Parcell, thank you Brandie, great presentation, thank you to all the Board members for your engagement. Thanks to all.
- d) Ms. Curcio, thanks everybody.
- e) Ms. Walker, God bless you all- you have your work cut out for you.
- f) Ms. Boerner, thanks to everybody.
- g) Ms. Beebe, thank you.
- h) Mr. Zurasky, shared that he was on the board tour today, he hadn't been on the city tour in quite a while. He was happy to see all of the changes/improvements at Kenmore Club and Liberty Street. Thank you to everyone who made it possible.

- i) Mr. Lapin, shared that he also was on the board tour today and was quite impressed. He congratulated both Amy's for hosting us and putting things together. The dedication and commitment you see in every one of these places is awesome.
- j) Mr. Sokolowski thanked everyone and said every time he comes to these meetings, he learns more and more about what has to be done and what everyone does- it astounds him and he thanks everyone.
- k) Mr. Kiger, thanked everyone for the board tour, he also attended and said he found it very helpful and inspiring.

ADJOURNMENT

The meeting adjourned at 6:26 PM.

Board of Directors Chair

Executive Director

Rappahannock Area Community Services Board
Program Planning & Evaluation Meeting Tuesday,
February 13, 2024 at 10:30 a.m.
600 Jackson Street, Board Room 208
Fredericksburg, VA

PRESENT

Jacob Parcell
Bridgette Williams
Nancy Beebe
Carol Walker
Claire Curcio
Matt Zurasky

ABSENT

Melissa White
Kenneth Lapin
Sarah Ritchie
Susan Gayle
Shawn Kiger
Greg Sokolowski
Glenna Boerner

OTHERS PRESENT

Joseph Wickens, Executive Director
Brandie Williams, Deputy Executive Director
Tina Cleveland, Finance and Administration Director
Stephanie Terrell, Comp & Human Rights Director
Teresa McDonnel, Acting Human Resources Director
Jacque Kobuchi, Clinical Services Director
Amy Jindra, Community Support Services Director
Amy Umble, Public Information Officer
Patricia Newman, Supervisor, Adult Case Management
Nathan Reese, IT Coordinator

Call to Order – Jacob Parcell/ Chair

A meeting of the Program Planning and Evaluation Committee of Rappahannock Area Community Services Board was held at 600 Jackson Street on February 13, 2024.

ISSUE: **Extraordinary Barriers List**

DISCUSSION: Ms. Newman announced that RACSB currently has one individual on the Extraordinary Barriers List (EBL) hospitalized at Western State Hospital. Individuals ready for discharge from state psychiatric hospitals are placed on the EBL when placement in the community is not possible within 7 days of readiness, due to barriers caused by waiting lists, resource deficits, or pending court dates.

Western State Hospital

Individual #1: Was placed on the EBL 12/18/2023. Barriers to discharge include identifying and being accepted to a supervised residential setting. This individual has a primary diagnosis of Schizophrenia and experiences some fixed delusions even at baseline and exhibits some behaviors that can be challenging to support. This individual had been accepted to Town Creek Assisted Living Facility and had discharged to this program on a pass to discharge in December. Unfortunately, Town Creek determined that they felt as though they were not able to support

this individual at this time due to the presence of persistent symptoms and behaviors and they have returned to the hospital. This individual was referred to and accepted by Green Valley Manor. A Discharge Assistance Program (DAP) plan has been developed and submitted for approval. Once the DAP plan is approved a discharge date will be set and this individual will discharge from the hospital.

ISSUE: Independent Assessment Certification and Coordination Team Update –January 2024

DISCUSSION: Ms. Kobuchi told the committee that the RACSB received nineteen IACCT referrals in the month of January and completed nineteen assessments. Ten referrals were initial IACCT assessments and nine were re-authorizations in January. Five were from Spotsylvania, six from Stafford, two from Caroline, two from King George, and four from the City of Fredericksburg. Of the nineteen completed assessments eleven recommended Level C Residential and eight recommended Level B Group Home. No reauthorizations recommended discharge at this time. An attached IACCT report tracking data for 2024 was included. Ms. Kobuchi provided an update on the transition to the new IACCT Administrator, (Kepro/Acentra). The previous difficulties with the transition have resolved and the number of IACCT assessments are back up to where expected.

ISSUE: Crisis Assessment Center and CIT Report January 2024

DISCUSSION: Ms. Kobuchi reported the CIT Assessment Center assessed 19 individuals in the month of January 2024; The number of persons served by locality were the following: Fredericksburg 2; Caroline 2; King George 0; Spotsylvania 11; Stafford 4; Other 0. CIT data sheet provided.

ISSUE: Emergency Custody Order and Temporary Detention Order Report – January 2024

DISCUSSION: Ms. Kobuchi told the Committee that emergency services staff completed 398 emergency evaluations in January. Seventy assessments were completed for individuals under emergency custody orders and seventy-one assessments resulted in temporary detention orders. Staff facilitated three admissions to state hospitals. Two adults were admitted to Catawba and Northern Virginia Mental Health Institute and staff facilitated one admission to Commonwealth Center for Children and Adolescents. A total of twenty-three individuals were involuntarily hospitalized outside of our catchment area in January. This month, we had no individuals utilize alternative transportation. Ms. Kobuchi said they will be starting their pilot program soon for the alternative transportation company to have the enhanced capability to take more individuals. They will be coming to one of their CIT stakeholders' meetings, including law enforcement representation, this month and February to discuss the pilot further.

ISSUE: **Sunshine Lady House Update**

DISCUSSION: Ms. Jindra gave an update on the reopening of the Sunshine Lady House on December 4, 2023. Although it began as a gradual start, the program served 14 individuals for a total of 69 bed days from December 4-December 31, 2023. Of the 14 guests, one individual served was from Encompass Community Supports. Beginning January, Sunshine Lady House experienced a significant spike in referrals and intakes. Sunshine served 37 individuals in January for a total of 147 bed days. During January, Crisis Stabilization served 5 individuals from the region and 2 other individuals who were homeless. For the first 5 days of February, Sunshine has served 9 individuals.

During the last 60 days, Sunshine Lady House only had one individual who was stepped up to inpatient care during the guest's stay. The program also had only 1 individual who required inpatient psychiatric care within a month of the guest's discharge from the program.

With support from the clinical division, Sunshine Lady House was able to provide after-hours and weekend admissions. The program requires that each guest has a psychiatric assessment by a nurse practitioner or psychiatrist within 24 hours of admission. Consequently, the prescribers provided 2 hours of time on each Saturday and Sunday, as well as the multiple holidays.

As part of the reopening plans, Sunshine Lady House leadership consults with TBD Solutions and receives contracted clinical support from Latroy Coleman, LPC. The program still seeks to fill the coordinator, nurse manager, cook, 2 peer specialist, and 2 mental health residential specialist positions.

The program runs groups from 9am until 8pm every day. The staff continue to provide home cooked meals as well. Medical health assessments are completed with the first four hours of admission by Rappahannock Creative Healthcare in conjunction with program nurses. Individuals also have access to therapists for safety planning, crisis interventions, and individual sessions. The program also anticipates re-opening the medically-managed detox services within the next 45 days. Despite some of the staffing and programmatic challenges, the Sunshine Lady House team celebrates the ability to support the community and those seeking crisis stabilization services.

Mr. Parcell asked if there were any major difficulties besides being short staffed. Ms. Jindra shared that they have had some adjustments in just getting opened, to include working on relationships with some of our community partners. Due to some medical situations that the program does not have the capacity to support, they have had to call on local EMT's. At times, there has not been a full understanding of what SLH has the capacity to support medically and what responses are dictated by policy.

ISSUE: Waitlist

DISCUSSION: Ms. Terrell took the group through the January waitlist. There are 317 individuals on the wait list for outpatient therapy services: Stafford 133; Spotsylvania 115; and Caroline 69, this is a decrease of 7 from December 2023. In regards to Psychiatric Intakes, there are fourteen older adolescents and adults waiting longer than 30 days for their intake appointments. The furthest out appointment is 4/23/2024. There are three children age 13 and below waiting longer than 30 days for their intake appointment. The furthest out appointment is 3/18/2024. In regards to programs for MH Residential Services, there are three individuals and all three of those individuals are on the referral list. Intellectual Disability Residential Services List has 71 individuals with 68 on the Needs and 3 on the Referral. In Assertive Community Treatment, there are 12 individuals with 7 on the Needs List. Total Program Enrollments is 50 individuals. There were 2 admissions and 3 discharges for the month of January.

ID/DD Support Coordination, there are currently 842 individuals on the DD Waiver Waiting List. This is an increase of 6 from last month. Priority 1 = 354, Priority 2 = 213 and Priority 3 = 275. RAAI has 36 individuals, 25 on the referral, and 11 on the assessing list. Current total program enrollment is 110.

ISSUE: Licensing Reports

DISCUSSION: Ms. Terrell went over the licensing reports and corrective actions. The Department of Behavioral Health and Developmental Services' (DBDHS), Office of Licensing issues licensing reports for areas in which the department finds agencies in non-compliance with applicable regulations. The licensing report includes the regulatory code which applies to the non-compliance and a description of the non-compliance. The agency must respond to the licensing report by providing a corrective action plan (CAP) to address the areas of noncompliance.

RACSB received one licensing reports related to the annual review of the Mental Health Outpatient Program. Spotsylvania Clinic Mental Health Outpatient received approval for a corrective action plan based on the licensing annual review. Ms. Terrell provided CAP documentation with additional details regarding the citation and RACSB's response.

Ms. Beebe asked if there are monetary penalties for these CAPs. Ms. Terrell said typically not. Mr. Wickens added what they could do is give us a provisional license and a re-review

ACTION TAKEN: It was moved by Ms. Beebe and seconded by Mr. Parcell to accept the Corrective Action Plans. The motion was unanimously approved.

ISSUE: INCIDENT REPORT REVIEW – 2ND QUARTER FY2024

DISCUSSION: The second quarter incident summary report provides an overview of incident reports submitted by Rappahannock Area Community Services Board (RACSB)

staff during the months of October 1, 2023 through December 31, 2023. The purpose of the report is to communicate information about trends, remain vigilant for emerging issues, and use data to plan, prioritize and implement preventative and proactive initiatives.

The population covered includes all people receiving services by the RACSB, which includes Mental Health, Substance Use, Developmental Disability, and Prevention Services. RACSB provided services to 7,512 individuals, unduplicated by service area, from October 1, 2023 through December 31, 2021.

Compliance staff received and triaged 574 Incident Reports from October 1, 2023 through December 31, 2023 (an overall increase of (9) reports from last quarter). Of those 574 incident reports received, 75 incidents were reported to the Department of Behavioral Health and Developmental Services (DBHDS) through the Computerized Human Rights Information System (CHRIS).

Ms. Terrell took the committee through charts and tables depicting the categories of incidents.

Mr. Zurasky spoke to the root cause analysis that is in the report and said the report is only as good as what you act on. Ms. Terrell said they act on anything that is a Level II or Level III.

ISSUE: **Information Technology/Electronic Health Record Update/Trac-It Update**

DISCUSSION: Mr. Reese went over the following in detail:

IT Systems Engineering Projects – During December, 1017 tickets were closed by IT staff compared to December 846 - November – 809, October 970, September – 910, August – 883, July – 965, June – 1028, May – 1006, April – 910, March - 1098, February, - 1050 and January – 983. In 2022, the IT department averaged closure of 1,023 tickets per month.

Community Consumer Submission 3

CCS for December was submitted on January 30, 2024. DBDHS staff and CSB staff have started meeting to discuss the specifications of the CCS replacement project.

Waiver Management System (WaMS)

IT & Netsmart staff are starting to meet with DBDHS staff about WaMS 3.5 changes, which typically occur in the Spring. DBDHS is proposing some significant changes to the Individualized Service Plan, around the addition of the Risk Assessment Tool into the Plan.

Trac-IT Early Intervention Data System

We continue to test our extract for required data to upload to TRAC-IT. RACSB staff have also worked with DBHDS to develop the specifications and complete testing for submitting service level data through CCS. We continue to wait for the contract modification from DBHDS and finalized specifications related to the CCS reporting for Early Intervention Services.

Zoom

We continue to utilize Zoom for telehealth throughout the agency. Zoom meeting for medical staff have decreased significantly, with providers moving to more in person appointments.

- January 2024 – 2,030 video meetings with a total of 5,289 participants
- December 2023 – 1,553 video meetings with a total of 4,134 participants
- November 2023 – 1,722 video meetings with a total of 4,566 participants
- October 2023 – 1,947 video meetings with a total of 5,079 participants
- September 2023 – 1,823 video meetings with a total of 4,663 participants
- August 2023 – 2,072 video meetings with a total of 5,305 participants
- July 2023 – 1,584 video meetings with a total of 4,067 participants
- June 2023 – 1,847 video meetings with a total of 4,881 participants
- May 2023 – 1,935 video meetings with a total of 5,173 participants
- April 2023 – 2,410 video meetings with a total of 6,685 participants
- March 2023 – 2,821 video meetings with a total of 7,479 participants
- February 2023 – 2,475 video meetings with a total of 6,731 participants
- January 2023 – 2,402 video meetings with a total of 6,668 participants
- Average from January to December 2022 was 2,800 video meetings and 8,154 Participants
- Average from January to December 2021 was 3,648 video meetings and 11,087 Participants

Avatar

Work continues on the Patient Portal 2.0 project. The last step remains to train therapists on the extra functionalities of the system, such as routing documents to clients for signature.

Mr. Parcell asked when the portal will go live. Mr. Reese said it will be live in March.

Mr. Nathan Reese introduced himself to the committee officially and noted he was excited to be a part of the team. The committee welcomed Nathan.

ISSUE:

Mid-Year CARF Performance Analysis Executive Summary

DISCUSSION:

Each year the Rappahannock Area Community Services Board (RACSB) conducts an annual performance analysis of programs accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). Ms. Williams took the committee through the mid-year executive summary for both Clinical and Community Support Services. Ms. Williams explained that we must report on a subset of goals to the committee twice a year as part of the annual performance analysis. Ms. Williams said the goals have to be in four categories which include effectiveness, efficiency, consumer satisfaction and access to services. Ms. Williams took the group through the categories and allowed questions by the committee.

Mr. Zurasky asked a question under *Access: MH/SUD Outpatient/MH CM/SUD Case Management where 78% of individuals discharged from state hospitals were seen within 7 days of discharge. 86% were seen by either RACSB or another CSB within 7 days.* He asked if the 78% we saw and another 8% were seen by another CSB. Ms. Williams confirmed that was correct, because when

individuals are discharged from the state hospital, we are responsible if they went in and reported they were from our service area- but they don't always discharge back to our service area.

Mr. Parcell asked under *Customer Satisfaction* that when the program surveys come back in Spring 2024 that the committee be given some of the key results. Ms. Williams confirmed.

ISSUE: Legislative Updates and Priorities

DISCUSSION: Ms. Williams provided current updates on where the relevant bills are in the General Assembly process.

Mr. Parcell asked about HB426, and whether the substitution moved the action of this bill to be a study versus an elimination of the licensure examination. Ms. Williams confirmed the substitutions that were approved moved the wording to make it a section one bill and directed the Board of Counseling to research alternatives to examination for licensure.

Ms. Williams reported that the clearinghouse is not meeting this week, so the committee may not receive their weekly VACSB legislative update. Meetings resume next week on the 21st.

Adjournment

The meeting adjourned at 11:45AM

Voice/TDD (540) 373-3223 | Fax (540) 371-3753

NOTICE

To: Program Planning and Evaluation Committee
Jacob Parcell (Chair), Nancy Beebe, Glenna Boerner, Claire Curcio, Ken Lapin,
Sarah Ritchie, Carol Walker, Matt Zurasky, Bridgette Williams

From: Joseph Wickens
Executive Director

Subject: Program Planning and Evaluation Meeting
February 13, 2024, **10:30 AM**
600 Jackson Street, Board Room 208, Fredericksburg, VA

Date: February 8, 2024

A Program Planning and Evaluation Committee Meeting has been scheduled for Tuesday, February 13, 2024, at **10:30 AM**. The meeting will be held at 600 Jackson Street, Board Room 208, Fredericksburg VA 22401.

Looking forward to seeing everyone on Tuesday at **10:30 AM**.

RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD

Program Planning and Evaluation Committee Meeting

February 13, 2024 – **10:30 AM**

600 Jackson Street, Room 208 Fredericksburg, VA 22401

AGENDA

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II. Independent Assessment Certification and Coordination Team Update, <i>Kobuchi</i>	4
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IV. Emergency Custody Order/Temporary Detention Order, <i>Kobuchi</i>	8
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VI. January Waitlist, <i>Terrell</i>	12
VII. Licensing Reports, <i>Terrell</i>	16
VIII. Second Quarter Incident Summary Report, <i>Terrell</i>	30
IX. Information Technology/Electronic Health Record Update, <i>Reese</i>	37
X. Mid-Year CARF Executive Summary, <i>Williams</i>	40
XI. Legislative Priorities Report, <i>Williams</i>	45
XII. Other Business, <i>Parcell</i>	

MEMORANDUM

TO: Joe Wickens, Executive Director

FROM: Patricia Newman – Mental Health Case Management Supervisor
Elizabeth Wells – Lead State Hospital Liaison & NGRI Coordinator
Chanda Bernal – Adult Mental Health Case Manager

PC: Brandie Williams – Deputy Executive Director
Jacqueline Kobuchi, LCSW – Clinical Services Director
Amy Jindra – Community Support Services Director
Nancy Price – MH Residential Coordinator
Tamra McCoy – ACT Coordinator
Jennifer Acors – Coordinator Developmental Services Support Coordination

SUBJECT: Extraordinary Barriers List (EBL)

DATE: February 13, 2024

RACSB currently has one individual on the Extraordinary Barriers List (EBL) hospitalized at Western State Hospital. Individuals ready for discharge from state psychiatric hospitals are placed on the EBL when placement in the community is not possible within 7 days of readiness, due to barriers caused by waiting lists, resource deficits, or pending court dates.

Western State Hospital

Individual #1: Was placed on the EBL 12/18/2023. Barriers to discharge include identifying and being accepted to a supervised residential setting. This individual has a primary diagnosis of Schizophrenia and experiences some fixed delusions even at baseline and exhibits some behaviors that can be challenging to support. This individual had been accepted to Town Creek Assisted Living Facility and had discharged to this program on a pass to discharge in December. Unfortunately, Town Creek determined that they felt as though they were not able to support this individual at this time due to the presence of persistent symptoms and behaviors and they have returned to the hospital. This individual was referred to and accepted by Green Valley Manor. A Discharge Assistance Program (DAP) plan has been developed and submitted for approval. Once the DAP plan is approved a discharge date will be set and this individual will discharge from the hospital.

MEMORANDUM

To: Joe Wickens, Executive Director
From: Donna Andrus, Child and Adolescent Support Services Supervisor
Date: February 5, 2024
Re: Independent Assessment Certification and Coordination Team (IACCT) Update

I am writing to provide an update to the Independent Assessment Certification and Coordination Team (IACCT) program. The Department of Medical Assistance Services (DMAS) with Magellan launched the IACCT program July 1, 2017. Kepro/Acentra took over the process November 1, 2023. The Rappahannock Area Community Services Board is the IACCT provider for Planning District 16.

RACSB received nineteen IACCT referrals in the month of January and completed nineteen assessments. Ten referrals were initial IACCT assessments and nine were re-authorizations in January. Five were from Spotsylvania, six from Stafford, two from Caroline, two from King George and four from the City of Fredericksburg. Of the nineteen completed assessments eleven recommended Level C Residential and eight recommended Level B Group Home. No reauthorizations recommended discharge at this time.

Attached is the monthly IACCT tracking data for January 2024.

Report Month/Year	Jan-24
1. Total number of Referrals from Kepro/Acentra for IACCT:	19
1.a. total number of auth referrals:	10
1.b. total num. of re-auth referrals:	9
2. Total number of Referrals per county:	
Fredericksburg:	4
Spotsylvania:	5
Stafford:	6
Caroline:	2
King George:	2
Other:	0
3. Total number of extensions granted:	2
4. Total number of appointments that could not be offered within the prescribed time frames:	0
5. Total number of "no-shows":	0
6. Total number of cancellations:	0
7. Total number of assessments completed:	19
8a. Total number of ICA's recommending: residential:	11
8b. Total number of ICA's recommending: therapeutic group home:	8
8c. Total number of ICA's recommending: community based services:	0
8g. Total number of ICA's recommending: Other:	0
8h. Total number of ICA's recommending: no MH Service:	0
9. Total number of reauthorization ICA's recommending: requested service not continue:	0
10. Total number of notifications that a family had difficulty accessing any IACCT-recommended service/s:	0

MEMORANDUM

To: Joe Wickens, Executive Director
From: Natasha Randall, Acting Emergency Services Coordinator
Date: February 5, 2024
Re: Crisis Assessment Center and CIT report January

The CIT Assessment Center served 19 individuals in the month of January 2024. The number of persons served by locality were the following: Fredericksburg 2; Caroline 2; King George 0; Spotsylvania 11; Stafford 4; 0 from other jurisdictions.

Please see attached CIT data sheet

December 2023 RACSB CIT Assessment Center Data

Date	Number of ECOs Eligible To Utilize CAC Site	Number of Individuals Assessed at CAC Site	Locality who brought Individual	Locality working at the Assessment Site
1/1/2024	1	1	Spotsylvania	Spotsylvania
1/2/2024	3	0	n/a	Spotsylvania/Stafford
1/3/2024	1	0	n/a	Spotsylvania
1/4/2024	2	1	Caroline	Spotsylvania
1/5/2024	3	1	Spotsylvania	Stafford/Spotsylvania
1/6/2024	3	3	Spotsylvania	Spotsylvania/Stafford
1/7/2024	3	1	Spotsylvania	Spotsylvania
1/8/2024	2	0	n/a	Spotsylvania
1/9/2024	3	1	Caroline	Spotsylvania
1/10/2024	0	0	n/a	Stafford
1/11/2024	1	1	Fredericksburg	Spotsylvania
1/12/2024	3	0	n/a	Spotsylvania
1/13/2024	1	0	n/a	Stafford/Spotsylvania
1/14/2024	2	1	Stafford	Stafford/Spotsylvania
1/15/2024	1	0	n/a	Stafford
1/16/2024	3	0	n/a	Spotsylvania/Stafford
1/17/2024	3	1	Stafford	Spotsylvania/Stafford
1/18/2024	0	0	n/a	Spotsylvania
1/19/2024	1	1	Stafford	Spotsylvania
1/20/2024	2	0	n/a	Spotsylvania/Stafford
1/21/2024	2	1	Fredericksburg	Spotsylvania/Stafford
1/22/2024	5	1	Stafford	Stafford/Spotsylvania
1/23/2024	1	1	Spotsylvania	Spotsylvania
1/24/2024	2	1	Spotsylvania	Stafford
1/25/2024	3	2	Spotsylvania	Spotsylvania
1/26/2024	1	0	n/a	Spotsylvania
1/27/2024	2	1	Spotsylvania	n/a
1/28/2024	4	0	n/a	Spotsylvania
1/29/2024	4	0	n/a	Spotsylvania/Stafford
1/30/2024	4	0	n/a	Spotsylvania/Stafford
1/31/2024	0	0	n/a	Spotsylvania
Total	66	19		

Total Assesmer at Center in January: 19

Brought by:		Cumulative Total:		
Caroline	2	160	Cumulative number of Assessment since	
Fred City	2	1056	January 2024:	3464
Spotsylvania	11	1033		
Stafford	4	1075		
King George	0	132		
Other	0	8		

MEMORANDUM

To: Joe Wickens, Executive Director

From: Natasha Randall, Acting Emergency Services Coordinator

Date: 02/06/2024

Re: Emergency Custody Order (ECO)/Temporary Detention Order (TDO) Report – January 2024

In January, Emergency Services staff completed 398 emergency evaluations. Seventy assessments were completed for individuals under emergency custody orders and seventy-one assessments resulted in temporary detention orders. Staff facilitated three admissions to state hospitals. Two adults were admitted to Catawba and Northern Virginia Mental Health Institute and staff facilitated one admission to Commonwealth Center for Children and Adolescent.

A total of 23 individuals were involuntarily hospitalized outside of our catchment area in January. This month we had no individuals utilize alternative transportation.

Please see attached data reports.

Month	Evaluations	ECOs	TDOs Issued	TDOs Executed
Oct-21	422	60	72	72
Nov-21	425	59	60	60
Dec-21	401	67	66	66
Jan-22	355	74	63	63
Feb-22	442	87	64	64
Mar-22	375	74	81	81
Apr-22	390	85	87	87
May-22	417	92	73	73
Jun-22	342	75	66	66
Jul-22	343	77	83	83
Aug-22	367	79	76	76
Sep-22	341	66	76	76
Oct-22	351	70	75	75
Nov-22	359	69	73	73
Dec-22	296	55	51	51
Jan-23	389	81	86	86
Feb-23	340	65	67	67
Mar-23	406	83	93	93
Apr-23	325	65	78	78
Jun-23	275	57	65	65
Jul-23	296	69	66	66
23-Aug	329	78	66	66
23 Sept	344	80	72	72
Oct 23	290	77	71	71
Nov 23	310	75	60	60
Dec 23	318	71	63	63
Jan-24	398	70	71	71

FY24 CSB/BHA Form (Revised: 07/10/2023)

CSB/BHA	Rappahannock Area Community Services Board			Month	January 2024				
1) Number of Emergency Evaluations	2) Number of ECOs			3) Number of Civil TDOs Issued	4) Number of Civil TDOs Executed				5) Number of Criminal TDOs Executed
	Magistrate Issued	Law Enforcement Initiated	Total		Minor	Older Adult	Adult	Total	
398	31	39	70	71	6		65	71	0

FY '24 CSB/BHA Form (Revised: 07/10/2023)

CSB/BHA	Rappahannock Area Community Services	Reporting month	January 2024	No Exceptions this month →		
Date	Consumer Identifier	1) Special Population Designation <small>(see definition)</small>	1a) Describe "other" in your own words <small>(see definition)</small>	2) "Last Resort" admission <small>(see definition)</small>	3) No ECO, but "last resort" TDO to state hospital <small>(see definition)</small>	4) Additional Relevant Information or Discussion <small>(see definition)</small>
1/17/24	112797	Older Adult with Medical Acuity		Yes	No	Catawba
	40797	Child with ID/DD		yes	no	CCCA
	71751	Older adult		yes	no	NVMHI

Date	ID	LE	Location	Receiving Facility	Travel Time	Age	TDO Criteria	Presented to AT	Reason for Decline
1/3/2024	102153	Fred.	MWH ED	Pavilion	200	39	yes	no	
1/4/2024	40797	Stafford	Stafford	CCCA	204	17	yes; aggressive	no	aggressive
1/9/2024	82972	Spotsylvania	SRMC ED	Poplar Springs	170	22	yes; aggressive	no	aggressive
1/12/2024	112797	Stafford	MWH ED	Catawba		62	yes; aggressive	no	aggressive
1/13/2024	64824	King George	MWH ED	Clearview	666	29	yes	no	aggressive
1/14/2024	112907	Fred PD	MWH ED	Richmond Community	122	20	yes	no	impulsive and SIB
1/17/2024	88806	Spotsylvania	MWH ED	VCU	118	64	yes	no	needing assistance
1/17/2024	112955	Fred PD	MWH ED	Poplar Springs	170	17	yes	no	aggressive
1/19/2024	71751	Stafford	MWH ED	NVMHI	92	39	yes	no	aggressive
1/24/2024	113031	Spotsylvania	MWH ED	Poplar Springs	170	50	yes	no	impulsive and aggressive
1/24/2024	113033	Spotsylvania	MWH ED	Kempsville	296	12	yes	no	aggressive
1/25/2024	79965	Stafford	MWH ED	Pavilion	200	32	yes	no	aggressive
1/27/2024	101805	Spotsylvania	MWH ED	Pavilion	200	24	yes	no	aggressive
1/27/2024	113076	Spotsylvania	MWH ED	Pavilion	200	19	yes	no	impulsive and elopement
1/28/2024	110106	Fred PD	MWH ED	Pavilion	200	43	yes	no	highly aggressive
1/28/2024	96466	Spotsylvania	MWH ED	Dominion	98	23	yes	no	impulsive, SIB
1/29/2024	111939	Stafford	MWH ED	NorthSprings	162	17	yes	no	aggressive
1/29/2024	76898	Stafford	MWH ED	Poplar Springs	170	18	yes	no	lack capacity
1/29/2024	100194	Stafford	MWH ED	Poplar Springs	170	22	yes	no	aggressive
1/30/2024	31608	Stafford	MWH ED	Pavilion	200	60	yes	no	aggressive and impulsive
1/30/2024	109022	King George	MWH ED	Poplar Springs	170	18	yes	no	lack capacity
1/30/2024	113122	Fred PD	MWH ED	Poplar Springs	170	25	yes	no	lack capacity
1/30/2024	113125	Caroline	MWH ED	Poplar Springs	170	54	yes	no	lack capacity

Memorandum

To: Joe Wickens, Executive Director

From: Amy Jindra, CSS Director

Date: February 5, 2024

Re: Sunshine Lady House

Sunshine Lady House reopened December 4, 2023 to a fairly gradual start. The program served 14 individuals for a total of 69 bed days from December 4-December 31, 2023. Of the 14 guests, one individual served was from Encompass Community Supports. Beginning in January, Sunshine Lady House experienced a significant spike in referrals and intakes. Sunshine served 37 individuals in January for a total of 147 bed days. During January, Crisis Stabilization served 5 individuals from the region and 2 other individuals who were homeless. For the first 5 days of February, Sunshine has served 9 individuals.

During the last 60 days, Sunshine Lady House only had one individual who was stepped up to inpatient care during the guest's stay. The program also had only 1 individual who required inpatient psychiatric care within a month of the guest's discharge from the program.

With support from the clinical division, Sunshine Lady House was able to provide after hours and weekend admissions. The program requires that each guest has a psychiatric assessment by a nurse practitioner or psychiatrist within 24 hours of admission. Consequently, the prescribers provided 2 hours of time on each Saturday and Sunday, as well as the multiple holidays.

As part of the reopening plans, Sunshine Lady House leadership consults with TBD Solutions and receives contracted clinical support from Latroy Coleman, LPC. The program still seeks to fill the coordinator, nurse manager, cook, 2 peer specialist, and 2 mental health residential specialist positions.

The program runs groups from 9 a.m. until 8 p.m. everyday. The staff continue to provide home cooked meals as well. Medical health assessments are completed within the first 4 hours of admission by Rappahannock Creative Healthcare in conjunction with the program nurses. Individuals also have access to therapists for safety planning, crisis interventions, and individual sessions. The program also anticipates reopening the medically managed detox services within the next 45 days. Despite some of the staffing and programmatic challenges, the Sunshine Lady House team celebrates the ability to support the community and those seeking crisis stabilization services.

Month	Guests	Bed Days	Regional Referral
December 2023	14	69	1
January	36	147	5

MEMORANDUM

To: Joe Wickens, Executive Director
From: Stephanie Terrell, Director of Compliance
Date: February 6, 2024
Re: January 2024 Waiting Lists

Identified below you will find the number of individuals who were on a waiting list as of January 31, 2024.

OUTPATIENT SERVICES

- Clinical services: As of January 31, there are 317 individuals on the wait list for outpatient therapy services.
 - Individuals are placed on the wait list if they cannot be seen at a regularly scheduled appointment within 30 days of request. Individuals who fall in a priority category are seen during open access.
 - Due to an increase in request for outpatient services, the Fredericksburg, Stafford, and Caroline Clinic implemented a waitlist for new clients seeking outpatient services.
 - The waitlist in Stafford is currently at 133 clients.
 - The waitlist in Spotsylvania is currently at 115 clients.
 - The waitlist in Caroline is currently at 69 clients.
 - This is an decrease of seven from the December 2023 waitlist.
 - If an individual is not in a priority category the following may occur: 1) he or she may be placed on a waiting list and called weekly by a therapist to review presenting situation, individuals are then offered an appointment as one becomes available; 2) if an individual has private insurance staff will assist in locating a private provider if the individual does not wish to wait for an appointment. Staff are working to avoid scheduling an individual too far into the future as this increases the likelihood of no-shows.
 - Clinical services are initiated through Same Day Access. Due to COVID-19 concerns, Same Day Access appointments are scheduled versus having multiple individuals come to the clinic and having to wait for their appointment time. Same Day Access schedules are as follows:
 - Fredericksburg Clinic: Monday, Wednesday, and Thursday 8:30a.m. to 2:30 pm
Tuesday 9:30am – 2:30PM
 - King George Clinic: Tuesday-1:00 pm-5:00 pm and Wednesday- 8:00 am- 12:00 pm
 - Stafford Clinic: Tuesday and Thursday 9:00 am – 12:00 pm
 - Spotsylvania Clinic: Tuesday, Wednesday, and Thursday 9:00 am – 2:00 pm
 - Caroline Clinic: Tuesday and Thursday 8:30am – 11:30 am
 - Psychiatry intake: As of February 6, 2024, there is 14 older adolescents and adults waiting longer than 30 days for their intake appointment. This is an increase of 10 from last month. The furthest out appointment is 4/23/2024. There are three children age 13 and below waiting longer than 30 days for their intake appointment. The furthest out appointment is 3/18/2024.

PSYCHIATRY INTAKE – As of February 6, 2024, the number of individuals waiting longer than 30 days for a regularly scheduled psychiatric intake appointment include:

Adults	Children: Age 13 and below
○ Fredericksburg – 0 (1)	0 (0)
○ Caroline – 2 (1)	0 (0)
○ King George – 0 (0)	0 (0)
○ Spotsylvania – 3 (1)	3 (0)
○ Stafford – 9 (1)	0 (0)
Total	3 (0)

Appointment Dates	
Fredericksburg Clinic	
	N/A
Caroline Clinic	
	3/6/2024 3/13/2024
King George	
	N/A
Spotsylvania Clinic	
	3/4/2024 4/8/2024 4/22/2024
Stafford Clinic	
	3/4/2024 3/5/2024 3/13/2024 3/18/2024 3/18/2024 3/18/2024 3/19/2024 3/27/2024 4/23/2024

Community Support services:

Waitlist Definitions

Needs List - A person is placed on the Needs List when an individual, family member, RACSB staff, or external agency notifies that particular program service that the individual needs services provided by that program.

Referral - Persons are placed on this Referral List when services have been requested and all necessary documentation for the referral process is submitted to the program Coordinator. At this time, the person is placed on the Referral List and removed from the Needs List.

All referrals are sent to the Coordinator for initial review. The Coordinator determines that all information is in the packet and makes a disposition for acceptance, rejection, or assessment. The Coordinator will forward the referral packet to the appropriate staff for assessment. Time frame for completion of assessment is also be indicated.

If the assessment leads to acceptance, the client will be placed on the acceptance list. If the assessment leads to a decision which does not involve acceptance, the program Coordinator will reach a decision about disposition of the referral.

Acceptance List - This list includes all persons who have been assessed for services and accepted to the program. These individuals are waiting for appropriate supports.

MH RESIDENTIAL SERVICES - 3

Needs List: 0
Referral List: 3
Acceptance List: 0

Count by County:

Caroline	0
King George	2
Fredericksburg	0
Spotsylvania	0
Stafford	0
Other	1 (Harrisonburg)

Intellectual Disability Residential Services – 71

Needs List: 68
Referral List: 3
Acceptance List: 0

Count by County:

Caroline	7
King George	3
Fredericksburg	7
Spotsylvania	24
Stafford	30

Assertive Community Treatment (ACT)– 12

Caroline: 0
Fredericksburg: 4
King George: 0
Spotsylvania: 4
Stafford: 4

Total Needs: 7
Total Referrals: 5
Total Acceptances: 0

Total program enrollments = 50

Admissions: 2
Discharges: 3

ID/DD Support Coordination

There are currently 842 individuals on the DD Waiver Waiting List. This is an increase of 6 from last month.

P 1 – 354

P2 – 213

P3 – 275

RAAI – 36

Caroline: 2

Fredericksburg: 0

King George: 4

Spotsylvania: 11

Stafford: 15

Other: 4

Total Referrals: 25

Total Assessing: 11

Total Acceptances on 90-day assessment (waiting to add more days): 4

Total program enrollments = 110 (2 discharges in January)

MEMORANDUM

To: Joe Wickens, Executive Director
From: Stephanie Terrell, Director of Compliance
Date: February 6, 2024
Re: Licensing Reports

The Department of Behavioral Health and Developmental Services (DBHDS), Office of Licensing issues licensing reports for areas in which the Department finds agencies in non-compliance with applicable regulations. The licensing report includes the regulatory code which applies to the non-compliance and a description of the non-compliance. The agency must respond to the licensing report by providing a corrective action plan (CAP) to address the areas of noncompliance.

Rappahannock Area Community Services Board (RACSB) received one licensing report related to the annual review of a Mental Health Outpatient Program. Spotsylvania Clinic Mental Health Outpatient received approval for a corrective action plan based on the licensing annual review.

The attached CAP provides additional details regarding the citation and RACSB's response.

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-400. B. - The provider shall develop a written policy for criminal history background checks and registry searches. The policy shall require at a minimum a disclosure statement stating whether the person has ever been convicted of or is the subject of pending charges for any offense and shall address what actions the provider will take should it be discovered that a person has a founded case of abuse or neglect or both, or a conviction or pending criminal charge.	N	Spotsylvania County Clinic This regulation was NOT MET as evidenced by: The provider's Recruitment and Selection policy does not include that the policy shall require at a minimum a disclosure statement stating whether the person has ever been convicted of or is the subject of pending charges for any offense and shall address what actions the provider will take should it be discovered that a person has a founded case of abuse or neglect or both, or a conviction or pending criminal charge. The provider failed to develop a written policy for criminal history background checks and registry searches that meets the requirements of this regulation.	PR) 01/03/2024 RACSB is in the process of updating the employee handbook. The Recruitment and Selection policy will be updated to include requirement related to criminal background and registry searches that meet the requirement of licensing regulations. Human Resources will continue to conduct record checks on all new hires. All new hires will complete a Disclosure Statement for Licensed Private Provider Employees, Sponsored Residential Applicants, and/or CRF Volunteers Form. Each new hire will undergo a criminal fingerprint check via Federal Bureau of Investigations, Virginia State Police and a background check via Virginia Department of Social Services/Child Protective Services. Once the backgrounds results have been received, Human Resources will review the results. If the results show no criminal history, the new hire will be cleared for employment. If the results show criminal history relative to barrier crimes, abuse/neglect, or both, the program supervisor and program Director will assist in making the final hiring decision to not proceed with employment of the individual. Human Resources will maintain and store all background checks. OLR) Accepted 01/19/2024	3/1/2024
12VAC35-105-400. D. (2) - The provider shall maintain the following documentation: 2. Documentation that the	N	Spotsylvania County Clinic This regulation was NOT MET as evidenced by:	PR) 01/03/2024 Human Resources Department utilized a contract staff to file personnel documents which created several filling errors. The Central	1/31/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
<p>provider submitted all information required by the department to complete the criminal history background checks and registry checks searches, memoranda from the department transmitting the results to the provider, if applicable, and the results from the Child Protective Registry check search.</p>		<p>Review of Employee #1's personnel record revealed the record did not contain the results of the central registry check.</p> <p>The provider failed to maintain the results from the Child Protective Registry search.</p>	<p>Registry Check will be completed on Employee #1. Those results will be placed in the employee's personnel file.</p> <p>Plan of Action: Human Resources will continue to conduct record checks on all new hires. All new hires will complete a Disclosure Statement for Licensed Private Provider Employees, Sponsored Residential Applicants, and/or CRF Volunteers Form. Each new hire will undergo a criminal fingerprint check via Federal Bureau of Investigations, Virginia State Police and a background check via Virginia Department of Social Services/Child Protective Services. Once the backgrounds results have been received, Human Resources will review the results. If the results show no criminal history, the new hire will be cleared for employment. If the results show criminal history relative to barrier crimes, abuse/neglect, or both, the facility will make the final hiring decision to not proceed with employment of the individual.</p> <p>Human Resources will maintain and store all background checks.</p> <p>OLR) Accepted 01/19/2024</p> <p>PR) 01/24/2024</p> <p>Human Resources Department utilized a contract staff to file personnel documents which created several filling errors. The Central Registry Check will be completed on Employee #1. Those results will be placed in the employee's personnel file.</p> <p>Plan of Action: Human Resources will continue</p>	

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
			<p>to conduct record checks on all new hires. All new hires will complete a Disclosure Statement for Licensed Private Provider Employees, Sponsored Residential Applicants, and/or CRF Volunteers Form. Each new hire will undergo a criminal fingerprint check via Federal Bureau of Investigations, Virginia State Police and a background check via Virginia Department of Social Services/Child Protective Services. Once the backgrounds results have been received, Human Resources will review the results. If the results show no criminal history, the new hire will be cleared for employment. If the results show criminal history relative to barrier crimes, abuse/neglect, or both, the facility will make the final hiring decision to not proceed with employment of the individual.</p> <p>Human Resources will maintain and store all background checks.</p> <p>OLR) Accepted 01/30/2024</p>	

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-420. A. - Any person who assumes the responsibilities of any position as an employee or a contractor shall meet the minimum qualifications of that position as determined by job descriptions.	N	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET as evidenced by:</p> <p>Employee #2 was hired as the clinical care coordinator on 6/18/23. Per the job description, work experience shall include "considerable supervisory experience." There is no documentation of supervisory experience found when reviewing the application for this position and resume.</p> <p>The provider failed to ensure the person who assumes the responsibilities of any position shall meet the minimum qualifications of that position as determined by the job description.</p>	<p>PR) 01/03/2024</p> <p>During 2023 review of job descriptions include review of the essential functions/principal duties and responsibilities of the position. Review of the formal training and work experience was not reviewed or updated to ensure appropriate education and skill requirements. Human Resources will work with Program Directors to implement a review of job descriptions in their entirety.</p> <p>Human Resources will ensure that each individual hired for a position meets the standards and educational requirements for the position prior to employment. If an employee transitions to position, Human Resources will review formal training and work experience to ensure employee meets qualifications of the position.</p> <p>OLR) Accepted 01/19/2024</p> <p>Please include in your response steps the agency will take in response to this employee not meeting the minimum qualifications for this position as determined by the job description.</p>	3/15/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-430. A. (4) - Employee or contractor personnel records, whether hard-copy or electronic, shall include: 4. Results of any provider credentialing process including methods of verification of applicable professional licenses or certificates;	N	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET as evidenced by:</p> <p>Documentation from DHP of Employee #2's credentials expired on 6/30/23. Department of Health and Human Services continuous query response expired 10/31/23</p> <p>The provider failed to maintain current verification of professional licenses or certificates.</p>	<p>PR) 01/03/2024</p> <p>Human Resources Department utilized a contract staff to file personnel documents which created several filling errors. The Human Recourses staff will review files of all staff that maintain a certification or licenses through the Department of Health Professions to ensure current verification of license and/or certificated is include in the personnel file.</p> <p>Human Resources will continue to verify each employees professional licenses or certifications. These licenses or certifications will be maintained and stored in the personnel file by Human Resources.</p> <p>OLR) Partially Accepted 01/19/2024</p> <p>Please identify steps the provider has or will take to ensure current verification of a professional license or certificate is in this employee's record.</p> <p>PR) 01/19/2024</p> <p>If upon review the file does not contain a copy of the current verification of certification or licenses the updated verification certification or licenses will be placed in the file.</p> <p>OLR) Accepted 01/30/2024</p>	3/1/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-430. A. (6) - Employee or contractor personnel records, whether hard-copy or electronic, shall include: 6. Results of the required criminal background checks and searches of the registry of founded complaints of child abuse and neglect;	N	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET as evidenced by:</p> <p>Review of Employee #1's personnel record revealed the record did not contain the results of the central registry check.</p> <p>The provider failed to maintain the results of founded complaints of child abuse and neglect</p>	<p>PR) 01/03/2024</p> <p>Human Resources Department utilized a contract staff to file personnel documents which created several filing errors. The Central Registry Check will be completed on Employee #1. Those results will be placed in the employee's personnel file.</p> <p>Plan of Action: Human Resources will continue to conduct record checks on all new hires. All new hires will complete a Disclosure Statement for Licensed Private Provider Employees, Sponsored Residential Applicants, and/or CRF Volunteers Form. Each new hire will undergo a criminal fingerprint check via Federal Bureau of Investigations, Virginia State Police and a background check via Virginia Department of Social Services/Child Protective Services. Once the backgrounds results have been received, Human Resources will review the results. If the results show no criminal history, the new hire will be cleared for employment. If the results show criminal history relative to barrier crimes, abuse/neglect, or both, the facility will make the final hiring decision to not proceed with employment of the individual.</p> <p>Human Resources will maintain and store all background checks.</p> <p>OLR) Accepted 01/19/2024</p>	1/31/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: **101-07-003**
 Organization Name: **Rappahannock Area Community Services Board**

Date of Inspection: **12-12-2023**
 Program Type/Facility Name: **07-003 Spotsylvania County Clinic**

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-450. - The provider shall provide training and development opportunities for employees to enable them to support the individuals receiving services and to carry out their job responsibilities. The provider shall develop a training policy that addresses the frequency of retraining on serious incident reporting, medication administration, behavior intervention, emergency preparedness, and infection control, to include flu epidemics. Employee participation in training and development opportunities shall be documented and accessible to the department.	N	Spotsylvania County Clinic This regulation was NOT MET as evidenced by: Employee #2 did not take blood born pathogens or fire safety in 2022. These trainings are required annually per the provider's training policy. The provider failed to ensure training and development opportunities are completed as dictated by the training policy to support the employee to carry out their job responsibilities.	PR) 01/03/2024 OSHA Blood Borne Pathogens and fire safety is assigned to employees annually via the learning management system (LMS). As of August 2013, Employee 2 was not included on the outstanding training roster. Management staff will continue to monitor the roster to ensure staff are completing trainings as required. Verification of training completion will be stored in the personnel file by Human Resources or maintained in the LMS. RACSB has established a repository for agency policies, which will be maintained by executive leadership. The training committee will review training policies and make recommendations for revisions. The Director of Compliance or their designee will revise the policy based on regulatory requirements and recommendations by the training committee OLR) Accepted 01/19/2024	12/29/2023

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023

Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-660. B. - The provider shall develop and implement an initial person-centered ISP for the first 60 days for developmental services or for the first 30 days for mental health and substance abuse services. This ISP shall be developed and implemented within 24 hours of admission to address immediate service, health, and safety needs and shall continue in effect until the ISP is developed or the individual is discharged, whichever comes first.	N	Spotsylvania County Clinic This regulation was NOT MET as evidenced by: Individual #1 was admitted to services on 11/30/23. A "Preliminary Services Plan" was found in Individual #1's record; however, the plan did not contain specific strategies for addressing immediate service, health, and safety needs. Individual #2 was admitted on 11/17/23. A "Preliminary Services Plan" was found in Individual #2's record; however, the plan did not contain specific strategies for addressing immediate service, health, and safety needs. The provider failed to develop and implement an initial person-centered ISP with 24 hours of admission to address immediate service, health, and safety needs.	PR) 01/03/2024 <ul style="list-style-type: none">• Clinic Coordinator will review the importance of documenting the risks or benefits of proposed and alternative services while completing the intake process. Coordinator will review the importance of documenting any accompanying risks or benefits of the proposed and alternative services while completing the ISP with individuals receiving services and their guardian.• Clinic Coordinator will review the above information with therapists during the upcoming Clinic Staff Meeting on 1/8/2024. Clinic Coordinator or acting supervisor will review intake notes which will include the risks or benefits of proposed and alternative services while completing the intake process. Coordinator or acting supervisor will review the ISP to ensure any accompanying risks or benefits of the proposed and alternative services are reviewed with the individual receiving services/guardian and documented.<ul style="list-style-type: none">◦ <u>Frequency:</u> Clinic Coordinator or acting supervisor will review routed documents daily.◦ <u>How:</u> Therapists will route intake notes and ISPs to Clinic Coordinator or acting supervisor who will review routed documents through the agency electronic health record. OLR) Accepted 01/19/2024	1/9/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003
Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023
Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-660. D. (1c) - The initial ISP and the comprehensive ISP shall be developed based on the respective assessment with the participation and informed choice of the individual receiving services. 1. To ensure the individual's participation and informed choice, the following shall be explained to the individual or the individual's authorized representative, as applicable, in a reasonable and comprehensible manner: 1c. Any accompanying risks or benefits of the proposed and alternative services.	N	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET as evidenced by:</p> <p>There was no documentation in Individual #1 and Individual #2's ISP that the individuals received an explanation regarding any accompanying risks or benefits of the proposed and alternative services.</p> <p>The provider failed to include in the ISP any accompanying risks or benefits of the proposed and alternative services.</p>	<p>PR) 01/03/2024</p> <ul style="list-style-type: none"> • Clinic Coordinator will review with therapists to clearly document in ISPs the reason the individuals chose the options included in the ISP. • Clinic Coordinator will review the above information during the Clinic Staff Meeting on 1/8/2024. Clinic Coordinator or acting supervisor will review ISPs to ensure therapists have included the above information. Clinic Coordinator will instruct therapists to make the appropriate adjustments to the ISPs with the Individuals' involvement as needed. <ul style="list-style-type: none"> ◦ Frequency: Clinic Coordinator or acting supervisor will review routed documents daily. ◦ How: Therapists will route ISPs to Clinic Coordinator or acting supervisor who will review routed documents through the agency electronic health record. <p>OLR) Accepted 01/19/2024</p>	1/9/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
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License #: 101-07-003
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Date of Inspection: 12-12-2023
Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-660. D. (3c) - The initial ISP and the comprehensive ISP shall be developed based on the respective assessment with the participation and informed choice of the individual receiving services. 3. Whenever there is a change to an individual's ISP, it shall be clearly documented within the ISP, or within documentation attached to the ISP that: 3c. The reasons the individual or the individual's authorized representative chose the option included in the ISP.	N	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET as evidenced by:</p> <p>There was no documentation in Individual #1 and Individual #2's ISP the reason the individuals chose the option included in the ISP.</p> <p>The provider failed to include in the ISP the reasons the individual or the individual's authorized representative chose the option included in the ISP.</p>	<p>PR) 01/03/2024</p> <ul style="list-style-type: none"> • Clinic Coordinator will review with therapists to clearly document in ISPs the reason the individuals chose the options included in the ISP. • Clinic Coordinator will review the above information during the Clinic Staff Meeting on 1/8/2024. Clinic Coordinator or acting supervisor will review ISPs to ensure therapists have included the above information. Clinic Coordinator will instruct therapists to make the appropriate adjustments to the ISPs with the Individuals' involvement as needed. <ul style="list-style-type: none"> ◦ Frequency: Clinic Coordinator or acting supervisor will review routed documents daily. ◦ How: Therapists will route ISPs to Clinic Coordinator or acting supervisor who will review routed documents through the agency electronic health record <p>OLR) Accepted 01/19/2024</p>	1/9/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: **101-07-003**
Organization Name: **Rappahannock Area Community Services Board**

Date of Inspection: **12-12-2023**
Program Type/Facility Name: **07-003 Spotsylvania County Clinic**

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-665. A. (2) - The comprehensive ISP shall be based on the individual's needs, strengths, abilities, personal preferences, goals, and natural supports identified in the assessment. The ISP shall include: 2. Services and supports and frequency of services required to accomplish the goals including relevant psychological, mental health, substance abuse, behavioral, medical, rehabilitation, training, and nursing needs and supports;	N	Spotsylvania County Clinic This regulation was NOT MET as evidenced by: Individual #2's ISP did not address the frequency of services. The provider failed to include the frequency of services in the ISP.	PR) 01/03/2024 <ul style="list-style-type: none"> • Clinic Coordinator will review with therapists to include the frequency of services in Individuals' ISPs. • Clinic Coordinator will review this information with therapists at the Clinic Staff Meeting on 1/8/2024. Clinic Coordinator or acting supervisor will review ISPs to ensure frequency of services is addressed in the ISPs. Clinic Coordinator will instruct therapists to make the appropriate adjustments to the ISPs with the Individuals' involvement as needed. <ul style="list-style-type: none"> ◦ Frequency: Clinic Coordinator or acting supervisor will review routed documents daily. ◦ How: Therapists will route ISPs to Clinic Coordinator or acting supervisor who will review routed documents through the agency electronic health record. OLR) Accepted 01/19/2024	1/9/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: 101-07-003
Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 12-12-2023
Program Type/Facility Name: 07-003 Spotsylvania County Clinic

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-665. A. (6) - The comprehensive ISP shall be based on the individual's needs, strengths, abilities, personal preferences, goals, and natural supports identified in the assessment. The ISP shall include: 6. A safety plan that addresses identified risks to the individual or to others, including a fall risk plan;	N	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET as evidenced by:</p> <p>Individual #2's ISP completed on 12/13/22 revealed that Individual #2 was hospitalized for suicidal thoughts and behaviors. A safety plan was not added to the record until 1/17/23.</p> <p>The provider failed to include a safety plan that addresses risks to the individual as part of the ISP.</p>	<p>PR) 01/03/2024</p> <ul style="list-style-type: none"> • Clinic Coordinator will review with therapists during the Clinic Staff Meeting to include a safety plan to address identified risks to the individual or others in the ISP. Additional "Safety Plan" form can be completed in Electronic Health Record. • Clinic Staff Meeting will occur on 1/8/2024. Clinic Coordinator or acting supervisor will review completion of Safety Plans and ISPs that are routed via Electronic Health Record. <ul style="list-style-type: none"> ◦ Frequency: Clinic Coordinator or acting supervisor will review routed documents daily. ◦ How: Therapists will route Safety Plans and ISPs to Clinic Coordinator or acting supervisor who will review routed documents through the agency electronic health record. <p>OLR) Partially Accepted 01/19/2024</p> <p>Please include the steps the agency has or will take to ensure the current ISP is updated to include a current safety plan.</p> <p>PR) 01/24/2024</p> <p>Safety plan will be reviewed with individual and revised if needed during next session to ensure appropriateness.</p> <p>OLR) Accepted 01/30/2024</p>	1/31/2024

**DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
CORRECTIVE ACTION PLAN**

License #: **101-07-003**

Organization Name: **Rappahannock Area Community Services Board**

Date of Inspection: **12-12-2023**

Program Type/Facility Name: **07-003 Spotsylvania County Clinic**

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
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General Comments / Recommendations:		
I understand it is my right to request a conference with the reviewer and the reviewer's supervisor should I desire further discussion of these findings. By my signature on the Corrective Action Plan, I pledge that the actions to be taken will be completed as identified by the date indicated.		
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Rebekah Greenfield, Regional Manager	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> (Signature of Organization Representative)	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
C = Substantial Compliance, N = Non Compliance, NS = Non Compliance Systemic, ND = Non Determined		

MEMORANDUM

To: Joseph Wickens, Executive Director
From: Stephanie Terrell, Director of Compliance
Date: February 6, 2024
Re: 2nd Quarter FY 2024 Incident Report Review

The second quarter incident summary report provides an overview of incident reports submitted by Rappahannock Area Community Services Board (RACSB) staff during the months of October 1, 2023 through December 31, 2023. The purpose of the report is to communicate information about trends, remain vigilant for emerging issues, and use data to plan, prioritize and implement preventative and proactive initiatives.

The population covered includes all people receiving services by the RACSB, which includes Mental Health, Substance Use, Developmental Disability, and Prevention Services. RACSB provided services to 7,512 individuals, unduplicated by service area, from October 1, 2023 through December 31, 2023.

Compliance Staff received and triaged 574 Incident Reports from October 1, 2023 through December 31, 2023 (an overall increase of nine (9) reports from last quarter). Of those 574 incident reports received, 75 incidents were reported to Department of Behavior Health and Developmental Services (DBHDS) through the Computerized Human Rights Information System (CHRIS).

Compliance staff triaged all incident reports into one of four categories.

1. **N/A** – these reports do not fit into DBHDS definitions of a serious incident. Incidents of this sort may be a staff having to report a child protective or adult protective case to the Department of Social Services, or an incident which occurs when the individual is not in the provision of care, such as when a report is received by a Support Coordinator regarding an individual who resides with parent/guardian or a private provider.

DBHDS categories of serious incidents

2. **Level I:** a serious incident that occurs or originates during the provision of a service or on the premises of the provider that do not result in significant harm to individuals, but may include events that result in minor injuries that do not require medical attention, or events that have the potential to cause serious injury, even when no injury occurs.”
3. **Level II:** a serious incident that occurs or originates during the provision of a service or on the premises of the provider that results in a significant harm or threat to the health and safety of an individual that does not meet the definition of a Level III serious incident. Level II serious incident; also includes a significant harm or threat to the health or safety of others caused by an individual.
4. **Level III:** a serious incident whether or not the incident occurs while in the provision of a service or on the provider’s premises and results in:
 - 1) Any death of an individual;
 - 2) A sexual assault of an individual;

- 3) A serious injury of an individual that results in or likely will result in permanent physical or psychological impairment;
- 4) A suicide attempt by an individual admitted for services that results in a hospital admission.

In addition to the notification to QA staff, program supervisors and coordinators, staff must also notify the individual's parent/guardian/authorized representative, as appropriate, regarding the incident. Verification of the notification and the parent/guardian/authorized representative response is to be included on the incident report.

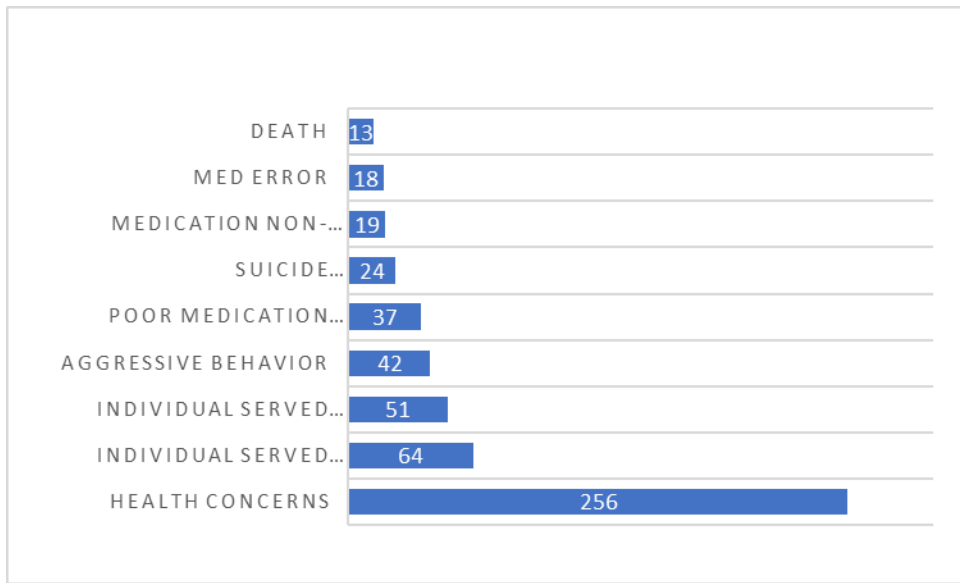
Below is a list of the incident categories and the definition:

- Aggressive Behavior –Physical - hit, slap, push, shove, pull hair, spit, bite, intimidate, demean, threaten, curse etc...
- Aggressive Behavior –Verbal - yelling, screaming, intimidate, demean, threaten, curse etc...
- Individual Safety - situations that may cause a safety risk for individuals served involving physical environment or structures (faulty equipment, smoking.)
- Individual Injury - situations that may cause a safety risk for individuals served involving minor injury such as a scraped knee
- Health Concerns - individual served exhibiting health concerns, i.e. possible seizure activity, sick, sudden weight +/-, etc.
- Elopement/Wandering - unexpectedly leaving program/premises with possible risk to safety
- Biohazardous Accident - needle stick or instance requiring testing of individual served or staff
- Infection Control - lack of infection control and use of universal precautions in relation to risk of non-life-threatening communicable diseases i.e. Flu, Lice... etc...
- Exposure to Communicable Diseases - instance of exposure due to lack of infection control and/or use of universal precautions in relation to risky communicable diseases i.e. TB, HIV/AIDS, HEP A, B, C or MRSA...
- Vehicle Accident - Accident of RACSB or personal vehicle while delivering services. This requires additional paperwork and follow up to protocol contact Human Resources & Supervisor
- Property Damage - damage to property
- Weapon Use/Possession - Weapons are not allowed in any RACSB facility. Knives, carpet knives, swords, guns etc...
- Staff Injury - injury to staff- ensure proper HR forms are completed
- Use of Seclusion/Restraint - if emergency intervention required to deescalate threatening behavior
- Med Non-Compliance - not following medication regime- staff attempt evident- non-compliance
- Med Error- Staff additionally to complete med error report. error has been made in administering a medication to an individual (wrong- med, individual, route, dose, time)
- Possession of Illicit/Licit Substance - possession of illegal or non-prescribed drug –possible intent of abuse
- Sexual Assault - is an act in which a person intentionally sexually touches another person without that person's consent, or coerces or physically forces a person to engage in a sexual act against their will

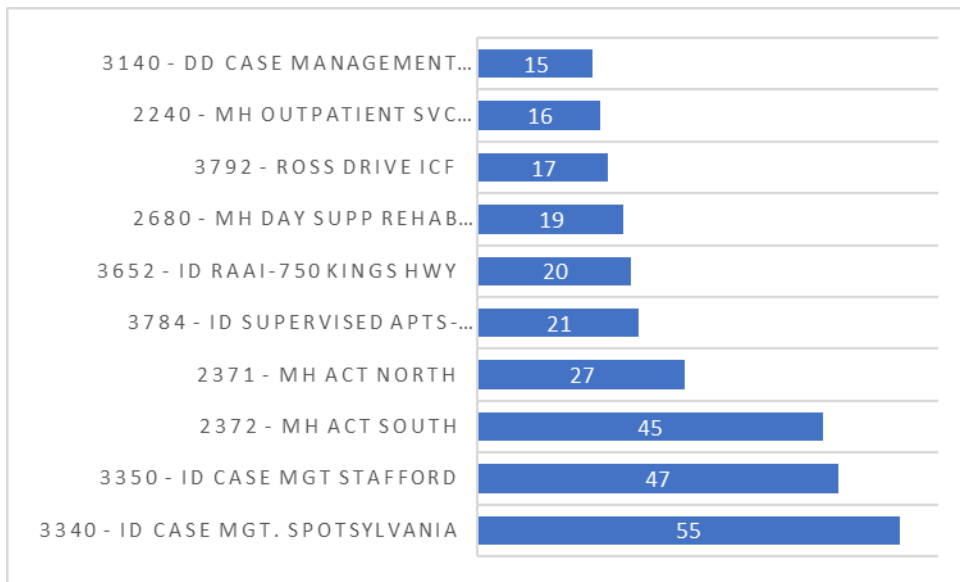
- Suicide/Suicide Attempt - is the act of intentionally causing one's own death/ is the act of intentionally unsuccessfully trying to cause one's own death
- Sentinel Events - An unexpected occurrence involving death or serious physical or psychological injury or the risk thereof- warrants immediate investigation and response
- Other – incident which does not fit into a category above

Type	Total
Accidental Overdose	2
Aggressive Behavior - Physical	32
Aggressive Behavior - Verbal	9
Biohazardous Accident	0
Elopement/Wandering	27
Exposure to Communicable Diseases	8
Health Concern	256
Individual Served Injury	60
Individual Served Safety	44
Infection Control	2
Med Error	18
Med Non-Compliance	9
Medication non-adherence	19
Medication poor adherence	37
other	0
Possession of Illicit/Licit Substances	2
Property Damage	6
Sentinel Event (death)	13
SIBs	11
Sexual Assault	4
Staff Injury	6
Suicide (non-completion)	24
Use of Seclusion/Restraint	1
Vehicle Accident	7
Weapon Use/Possession	1
Missing Person	1
Total	574

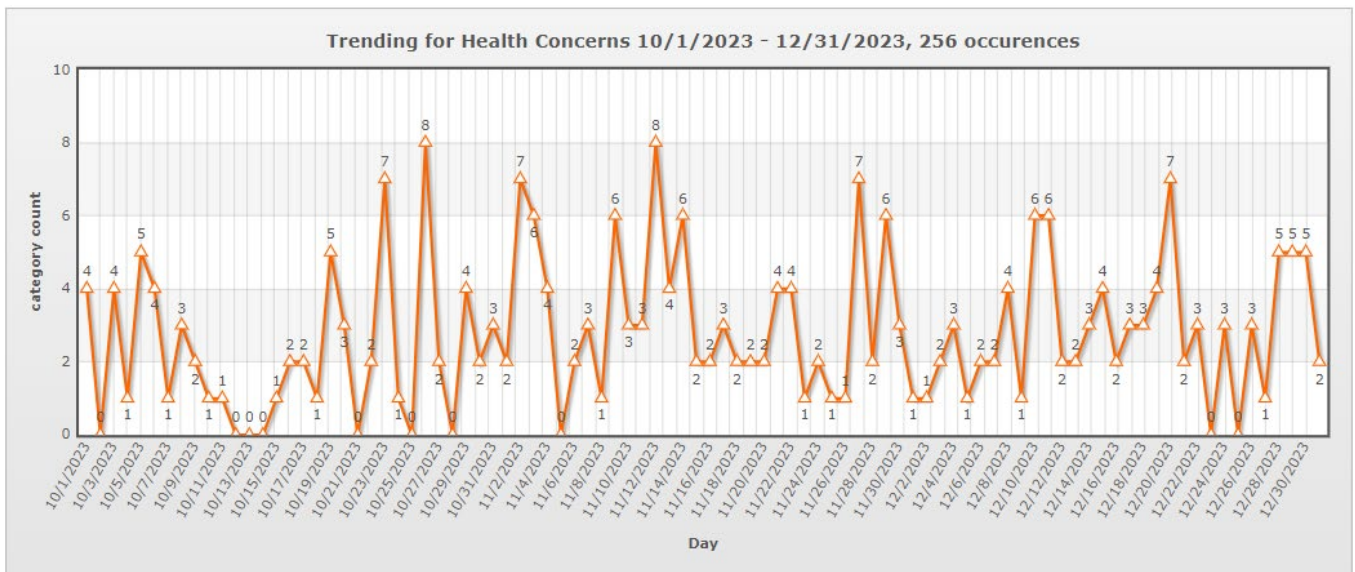
The table above depicts the total number of incident reports received, October 1, 2023 through December 31, 2023.



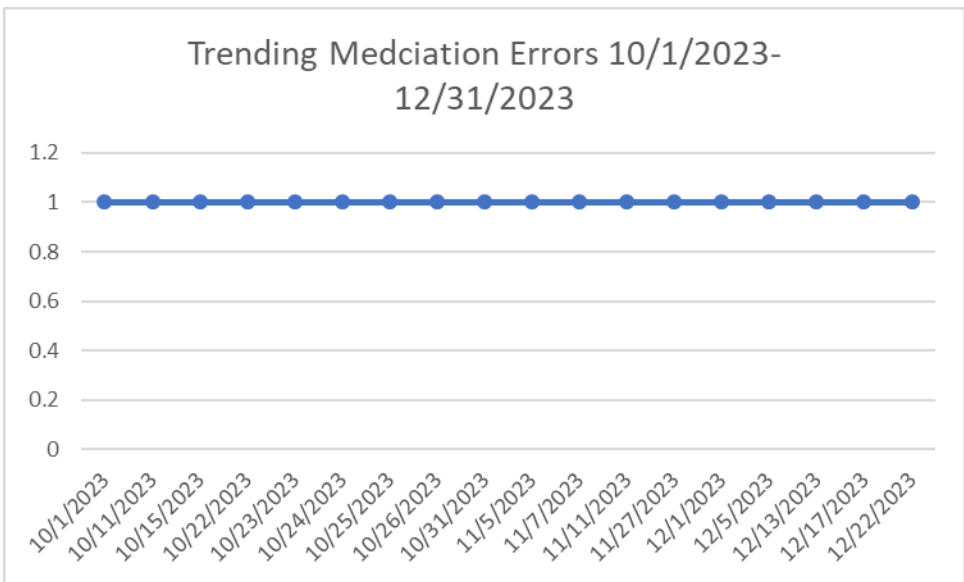
The chart above depicts the categories with the highest occurrences reported October 1, 2023 through December 31, 2023.



The chart above depicts the top ten programs that submitted the highest number of incident reports during the time period of October 1, 2023 through December 31, 2023.

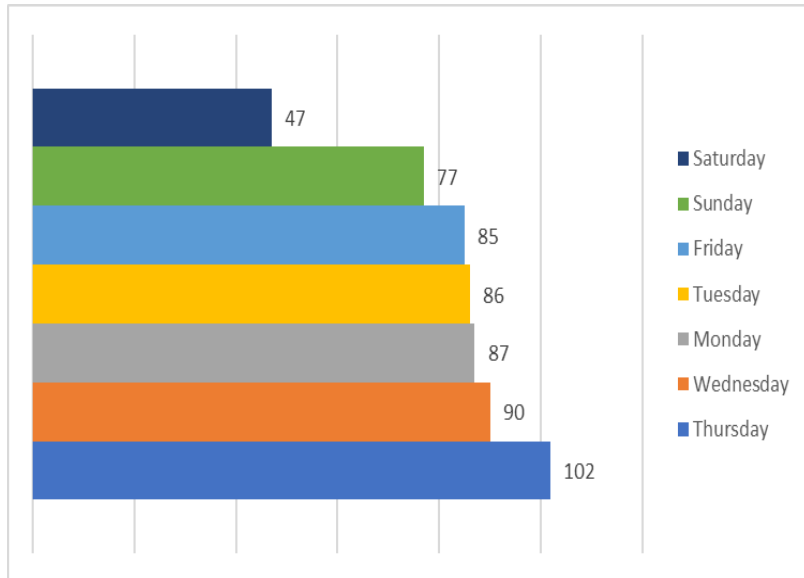


Approximately 45% of the incident reports received were categorized as health concerns. When compared to previous quarters, health concerns continue to be the category with the highest number of incidents. This can be contributed to all health-related conditions, such as colds, flu, minor cut, scratches, scrape, vomiting, or diarrhea. RACSB Residential Services submitted 71 of 256 health concern reports. Reports consisted of concerns related to abnormal pain, nausea, feeling ill, seizure, cellulitis, bruising, choking, fever, and urinary tract infections. Merchant Square Supervised Apartment Program submitted the highest number of health concern incident reports (10) for Developmental Disability Residential Services. Review of reports for Merchant Square showed trend for two individuals with both requiring hospitalization. Health Concern category numbers increased from the previous quarter by 83 incidents.

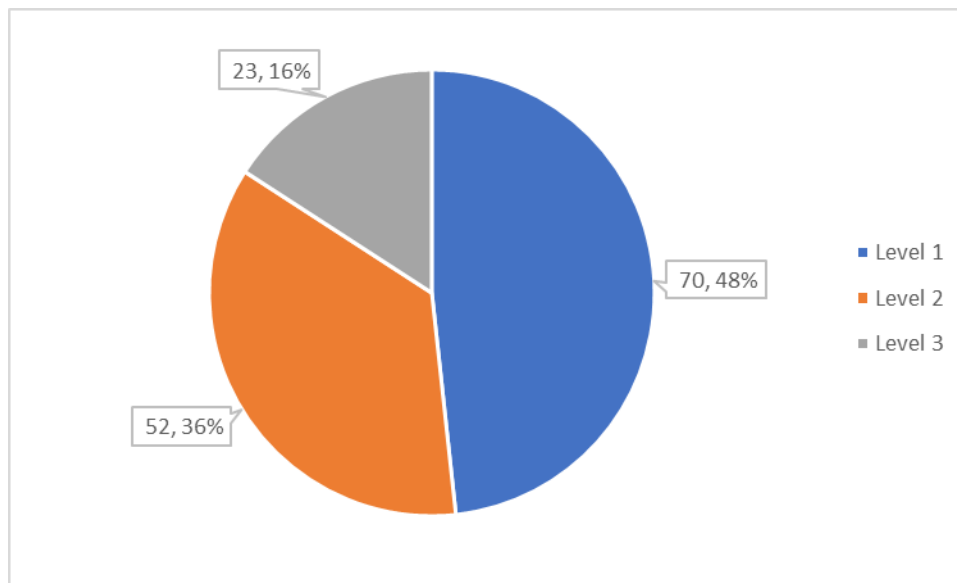


A total of 18 medication errors occurred during the 2nd quarter. Thirteen which occurred in DD Residential programs, three in day support services (RAAI), one in MH Residential Programs, and one in non-RACSB programs. Seven errors related to a single dose missed, five categorized as a wrong medication administered, one medication administered at wrong time, one medication not administered

due to individual arriving home late, and four categorized as multiple doses missed. Review and analysis of medication policy, medication administration area, staffing pattern, and cause of errors took place in an attempt to mitigate future errors.



The highest number of incidents occurred on Thursday, with 102 incident reports out of the 574 incident reports received in the October 1, 2023 through December 31, 2023 time frame.



There was a total of 70 incidents categorized as a Level I. Of the 70 incidents categorized as a Level I, the majority were the result of minor or superficial cuts, scratches, or bruises, which required first aid. Fifty-one of the incidents occurred in DD Residential services, seven of the incidents occurred at RAAI Day Support, eleven occurred in MH Residential, and one occurred in ID Case Management Services:

- EMS assessment without transport for excessive exhaustion and falls
- Urgent care visits for:
 - Urinary Tract Infection (UTI)
 - Abdominal pain

- Choking
- Abnormal, pain or bruising on feet
- Infection
- General feeling of illness
- Fever
- First Aid administered for a minor burns, sores, cuts, and scrapes.
- Falls requiring first aide and/or urgent care visits.

Based on review of the Level 1 incidents, there does not appear to be patterns or trends.

There were 52 incidents classified as a Level 2 and 23 incidents classified as Level 3. Root Cause Analyses were conducted for all Level 2 and Level 3 Incidents. Of the 23 Level 3 reports, 12 of which were death reports, six from Outpatient Services, two from ID/DD Case Management, one from Emergency Services, one from Mental Health Case Management, one from PEID, and one from Kenmore Club; none of the ID/DD individuals were receiving DD Residential services. Eleven of these Level 3 reports were suicide (noncompletion); Seven from Emergency Services, three from Outpatient, and one from MH Case Management. Based on review of the Level 1, Level 2 and Level 3 there does not appear to be any patterns or trends.

Program actions as a result of Incident Reports

1. A review of medication errors showed that the errors occurred due to staff being distracted during the time they were administering medications or staff not following policy as written. Medication Errors resulted in both personnel action and remedial training depending on the error. The current medication administration policy includes procedure for staff to follow to eliminate distraction.
2. Based on review of medication non-compliance, program staff continue to assess the ability of individuals enrolled in the program to continue self-administration of medication. Staff counseled and educated individual on the importance of taking their medication and are working with family member to assist individuals in maintaining and improving individual's medication compliance.
3. Action plans for aggressive behavior included recommendations for behavior plans, assisting the individual in learning and using coping skills during times when they become upset, review and revision of individual's service plan, and continuance of using interventions that are currently in the individual's service plan.
4. Action plans for health concerns varied based on the concern. RACSB staff contact 911 in cases of medical emergencies. Ad-hoc medical appointments will continue to be made by RACSB staff to address health concerns for those individuals residing in RACSB residential programs. In addition, for RACSB non-residential programs staff will continue to assist individuals and family members with health concerns that are identified during program hours. RACSB utilizes CDC precautions and program contingency plans during active cases of COVID-19.
5. For those incidents which involve individuals that do not reside in RACSB residential programs, Support Coordinators and Case Managers monitor health concerns and document in case notes.
6. Root cause analyses were conducted on all incidents that fell into the Level 2 or Level 3 category. Findings of root cause analysis resulted in programs revising individual service plans, behavior plans, ad-hoc reviews of program files, policy and procedure revisions, staff training, and personnel action.

To: Joe Wickens, Executive Director

From: Nathan Reese, IT Coordinator

Re: Information Technology and Electronic Health Record Update

Date: February 3, 2024

This report provides an update on projects related to Information Technology and the Electronic Health Record. Information is provided on state reporting initiatives, facility technology needs, and on-going projects.

Information Technology and Electronic Health Record Update

IT Systems Engineering Projects

During January, 1,017 tickets were closed by IT Staff compared to December- 846, November - 809, October- 970 September – 910, August- 883, July -965, June- 1,028, May -1,006, April – 910, March – 1098, February – 1050, and January – 983. In 2022, the IT department averaged closure of 1,023 tickets per month.

Community Consumer Submission 3

CCS for December was submitted on January 30th, 2024. DBHDS staff and CSB staff have starting meeting to discuss the specifications of the CCS replacement project.

Waiver Management System (WaMS)

IT & Netsmart staff are starting to meet with DBHDS staff about WaMS 3.5 changes, which typically occur in the Spring. DBHDS is proposing some significant changes to the Individualized Service Plan, around the addition of the Risk Assessment Tool into the Plan.

Trac-IT Early Intervention Data System

We continue to test our extract for required data to upload to TRAC-IT. RACSB staff have also worked with DBHDS to develop the specifications and complete testing for submitting service level data through CCS. We continue to wait for the contract modification from DBHDS and finalized specifications related to the CCS reporting for Early Intervention services.

Zoom

We continue to utilize Zoom for telehealth throughout the agency. Zoom meeting for Medical staff have decreased significantly, with providers moving to more in person appointments.

- January 2024 – 2,030 video meetings with a total of 5,289 participants
- December 2023 – 1,553 video meetings with a total of 4,134 participants
- November 2023 – 1,722 video meetings with a total of 4,566 participants
- October 2023 – 1,947 video meetings with a total of 5,079 participants
- September 2023 – 1,823 video meetings with a total of 4,663 participants
- August 2023 – 2,072 video meetings with a total of 5,305 participants
- July 2023 – 1,584 video meetings with a total of 4,067 participants
- June 2023 – 1,847 video meetings with a total of 4,881 participants
- May 2023 – 1,935 video meetings with a total of 5,173 participants
- April 2023 – 2,410 video meetings with a total of 6,685 participants
- March 2023 – 2,821 video meetings with a total of 7,479 participants
- February 2023 – 2,475 video meetings with a total of 6,731 participants
- January 2023 – 2,402 video meetings with a total of 6,668 participants
- Average from January to December 2022 was 2,800 video meetings and 8,154 Participants
- Average from January to December 2021 was 3,648 video meetings and 11,087 Participants

Avatar

Work continues on the Patient Portal 2.0 project. The last step remains to train therapists on the extra functionalities of the system, such as routing documents to clients for signature.

To: Joseph Wickens, Executive Director

From: Brandie Williams, Deputy Executive Director

Re: Mid-Year CARF Performance Analysis Executive Summary

Date: February 6, 2024

Each year, the Rappahannock Area Community Services Board (RACSB) conducts an annual performance analysis of programs accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF). Please find the mid-year executive summary for both Clinical and Community Support Services for review.

FY2024 CARF Clinical Program Goals

Program	Effectiveness: The program is effective when...(Effective – adequate to accomplish a purpose; producing the intended or expected result)	Mid-Year	Key Points
MH/SUD Outpatient/MH CM/SUD Case Management	35% of individuals who enter services with an average DLA score under 4 will demonstrate 0.5 points growth over 6 months.	37.5% of adults and 59.6% of children/adolescents who enter services with an average DLA score under 4 demonstrated 0.5 points growth over 6 months.	This goal was met.
Program	Efficiency: The program is efficient when...(Efficiency-able to accomplish something with the least waste of time and effort)	Mid-Year	Key Points
MH/SUD Outpatient	Program utilization will average 50% of time in direct service across direct service providers.	Program Utilization averaged 47%	This goal was not met for the first half of fiscal year 2024. It was consistently met for all months with the exception of November and December which each have at least two holidays and providers typically take leave. We anticipate meeting this goal once averaged across the full fiscal year. Also, the new performance evaluation has one factor specifically for meeting utilization goals, so each individual provider will be monitored on performance in this area.
Adult/Child & Adolescent Case Management	Program utilization will average 40% of time in direct service across direct service providers.	Program utilization averaged 40%	This goal was met.
Program	Access: Individuals have timely access to our program when...(Success of referral, waiting list, waiting for routine or emergency care)	Mid-Year	Key Points
MH/SUD Outpatient/MH CM/SUD Case Management	90% of individuals opened to ongoing services will be offered 1 st appointment within 10 business days of same day access intake.	An average of 92.8% of individuals were offered a 1st appointment within 10 business days	This goal was met.
MH/SUD Outpatient/MH CM/SUD Case Management	70% of individuals opened to ongoing services will complete 1st appointment within 30 calendar days of same day access intake	An average of 85.7% of individuals kept 1st appointment within 30 calendar days	This goal was met.
MH/SUD Outpatient/MH CM/SUD Case Management	50% of individuals who receive a SUD diagnosis will receive first face-to-face service within 14 days of intake who also receive two additional services within first 30 days. This is the benchmark established by DBHDS.	59.6% of individuals met this metric.	This goal was met.
MH/SUD Outpatient/MH CM/SUD Case Management	70% of individuals discharged from state hospitals will be seen within 7 days of discharge. (Tentative benchmark set by DBHDS)	78% of individuals discharged from state hospitals were seen within 7 days of discharge. 86% were seen by either RACSB or another CSB within 7 days.	This goal was met.
Program	Customer Satisfaction: Customers are satisfied with our program when... (Given hope, treated with dignity and respect, overall feelings of satisfaction, satisfied with facilities, fee, service effectiveness and service efficiency)	Mid-Year	Key Points
Clinical Services	At least 90% of individuals will agree or strongly agree to the statement "I am pleased with the care I receive at RACSB" (Included in detail in the point-in-time survey results).	Point in time survey not yet completed for this fiscal year	This survey is scheduled to be completed Spring of FY24

FY2024 CARF Program Evaluation Goals

Program	Effectiveness: The program is effective when...(Effective – adequate to accomplish a purpose; producing the intended or expected result)	Mid-Year	Key Points
Crisis Stabilization	Temporary Detention Order inpatient psychiatric hospitalization decreases significantly for individuals completing Crisis Stabilization services. At least 80% of individuals who had a TDO in the 12 months preceding admission to SLH will not have a TDO in the 30 days following discharge from SLH.	No update at this time	Due to program closure through December, there is no update at this time.
Crisis Stabilization	The use of outpatient services increases significantly post crisis stabilization. At least 90 % of individuals who received no outpatient services prior to admission will have at least one outpatient service post discharge from SLH.	No update at this time	Due to program closure through December, there is no update at this time.
Crisis Stabilization	Guest usage of Emergency Services and inpatient facilities decreases in the 30 day transition period post-discharge from SLH. No more than 10% of individuals will use Emergency Services or inpatient facilities in the 30 day transition period post-discharge.	No update at this time	Due to program closure through December, there is no update at this time.
Psychosocial Rehabilitation	At least 75% of members will participate in wellness activities and receive supports/services in these areas (fitness, nutrition, smoking cessation, etc.)	As of January 2024, 90% of members have participated and received support services in wellness activities to include fitness, nutrition, smoking cessation, etc.	YMCA memberships provided to members from the agency has been a great help to both member community engagement and the incorporation of wellness activities. In addition, student interns from Germanna and Occupational Therapy interns lead groups on health topics and are a great support to the program.
MH Residential Services	MH Residential residents receive the appropriate level of support based on individual needs. Transition at least 10 individuals from to higher or lower levels of care as appropriate within MH residential programs in order to keep them out of the hospitals, homelessness, or less integrated settings.	Jan 2024 update: 8 individuals have transitioned within residential, transitioned to a higher level of care, or have graduated. Three more individuals are in the planning process.	Funding limitations remain the biggest barrier to transitioning into the community. There are three individuals ready to transition by face financial barriers such as not being able to save for security deposits and/or afford rent.

Program	Efficiency: The program is efficient when...(Efficiency-able to accomplish something with the least waste of time and effort)	Mid-Year	Key Points
Crisis Stabilization	Exceed the state benchmark of 75% for bed usage.	No update at this time	Due to program closure through December, there is no update at this time.
Psychosocial Rehabilitation	Expenses and revenue will be within program budget with a positive variance by the end of the year.	Program variance is currently -\$14,408.	The Kenmore Club staff work to diligently address budget constraints such as the lost of the phone unit COVID flexibility, MCOs not approving the requested number of units, Medicaid eligibility re-determination and re-introduction of spend-downs, as well as Medicaid billing down. Also, MCOs are starting to use more UBER and Lyft for transportation which is unreliable, late, and causes program to miss out on billing.
MH Residential Services	The occupancy rate at each residential facility is 96% or higher.	Jan 2024 update: Occupancy rate is 90% for community beds.	Several factors have impacted the occupancy rate for the program including individuals abruptly leaving program, low community referrals, and difficulty contacting and getting requirements for community referrals.
Program	Access: Individuals have timely access to our program when...(Success of referral, waiting list, waiting for routine or emergency care)	Mid-Year	Key Points
Crisis Stabilization	Coordinate admission of twelve individuals from Western State Hospital on pass and/or as step-downs per year.	No update at this time	Due to program closure through December, there is no update at this time.
Psychosocial Rehabilitation	Increase community outings by having at least 5 community outing offerings a week.	Kenmore Club is currently averaging 7 outings a week.	YMCA memberships assist in increasing community outings as well.
MH Residential Services	Individuals referred for services will be thoroughly assessed before accepted. Those who meet criteria for services will be assessed during 2 forty-eight overnight passes, within 15 days of receiving a referral. Acceptance will be decided within 24 hours after the last pass.	Jan 2024 update: met and ongoing. Individuals/referral sources are contacted within 24 hours of receiving referrals. Assessments and passes are scheduled as soon as possible. For hospital referrals, there is often a delay in overnight passes on the hospitals end (i.e. NGRI, COVID outbreak on floor, lack of transportation from hospital, etc.) A decision is made within 24 hours of completing the final pass.	Program reports receiving inconsistent response from state hospitals which sometimes can delay completing the requirements for processing referrals. Also, individuals who are NGRI take longer to complete requirements.

Program	Customer Satisfaction: Customers are satisfied with our program when... (Given hope, treated with dignity and respect, overall feelings of satisfaction, satisfied with facilities, fee, service effectiveness and service efficiency	Mid-Year	Key Points
Crisis Stabilization	Individual's experiences with Sunshine Lady House were positive. Ninety percent of individuals respond positively on a 5 point scale discharge survey for FY24.	No update at this time	Due to program closure through December, there is no update at this time.
Psychosocial Rehabilitation	80% of Individuals will indicate satisfaction with overall services on the annual Kenmore Club specific program survey administered in Spring 2024.	Survey to be administered in Spring 2024	N/A
MH Residential Services	At least 90 % of individuals surveyed indicate overall satisfaction with MH Residential services by answering strongly agree or agree.	January 2024 update: electronic survey is being developed and will be completed in February 2024.	N/A

To: Joe Wickens, Executive Director

From: Brandie Williams, Deputy Executive Director

Re: Legislative Updates and Priorities

Date: February 6, 2024

The Rappahannock Area Community Services Board (RACSB) is committed to advocacy to improve performance, quality, and demonstrate the value of services. We recognize the impact that legislative activity at the federal, state, and local level impact the services we offer to the community. This report will provide specific information on current legislative or regulatory topics which impact RACSB.

Update on Relevant Bills:

Bill Number	Patron	Description	VACSB Position	Current Update
HB127	Watts	Disregards Social Security Disability insurance in calculating eligibility for HCBS waivers	Support	Subcommittee recommended to strike from docket
HB271	Reid	Requires all public schools serving 9-12 graders to have a minimum of two doses of naloxone and individuals trained to administer (4 other similar/identical bills)	Support	Subcommittee recommended laying on the table
HB314	Hope	State Hospital Discharge planning –Moves responsibility for discharge planning to DBHDS when an individual is projected to stay less than 30 days	Monitor	Amendments to make this a pilot with 3 state hospitals. (WSH not included)-Reported from Health and Human Services
HB434	Arnold	Adds requirement around discharge plans from SUD Inpatient Treatment Facility	Pending	Amendments to change certified discharge plan to valid discharge plan; Subcommittee recommends reporting with amendments
HB515	Hope	Authorizes the Commissioner of DBHDS to discharge individuals from state hospital after 15 days of eligibility over the objection of CSB or guardian with an appropriate plan	Monitor	Amendments to remove the language about ability to discharge over the objection of guardian or CSB, still concerning; Subcommittee voted to report out with amendments
HB577	Runion	Slot retention requests	Support	Subcommittee recommends reporting with amendments
HB823	Cherry	TDO; Alternative Transportation (assigns if provider is available within 6 hours)-	Monitor	House passed via block vote; Senate referred to Committee of Courts and Justice

Bill Number	Patron	Description	VACSB Position	Current Update
SB590	Deeds	Community Services Boards Core Services- Makes 9 core services of STEP-VA mandatory for CSBs to provide to any eligible individual at the time and location of their choosing regardless of sufficient funding for such-Identical to HB885	Pending	Referred to Finance and Appropriations
HB888	Watts	Civil commitments and TDO for individuals with neurocognitive disabilities	Actively Oppose	Read to the floor for the first time
HB608	Price	Psychiatric EDs to certify staff to perform prescreenings for TDOs	Actively Oppose	Subcommittee referred to the Committee on Rules
HB646	Coyner	Zoning- Certified recovery residences	Support	Assigned to Counties, Cities & Towns subcommittee
HB808	Rasoul	Temporarily delay State Hospital Admissions for medical clearance	Monitor	Subcommittee recommends reporting with amendments
HB822	Cherry	Emergency Custody; Transportation for transfer of custody- Allows LE to transfer custody to alternative transportation provider until transfer to CSB or hospital-	Monitor	Referred to Committee on Rules
HB426	Cole	Removes exam as requirement for licensure of professional counselors-	Oppose	Recommended substitutions to defer to DHP/BOC to research alternatives to examination for licensure; Subcommittee recommended reporting out as amended
HB1269	Price	Barrier Crimes exceptions for those working in MH or SUD services	Actively Support	Read third time and passed by House
SB403	Durant	Behavioral Health Aides/Technicians- Directs Board of Counseling, DBHDS, DMAS to establish registered Behavioral Health Aid/Tech, scope of practice, and reimbursement	Pending	Engrossed by Senate (accepted with the amendments offered)
HB177	Garnder	Study of Early Intervention Reimbursement Rates	Actively Support	Subcommittee recommended laying on the table
HB1065	Hodges	Requires CSBs to hold quarterly stakeholder meetings and report on these to DBHDS which is authorized to adjust funding based on these reports	Pending	Subcommittee failed to recommend reporting
SB373	Boysko	Paid Family and Medical Leave at 80% of employee's salary for 12 weeks a year.	Actively Oppose	Rereferred to Finance and Appropriations
HB1021	Wilt	Community Services boards, local; waiver usage flexibility	Actively Oppose	Subcommittee referred to the Committee on Appropriations
HB1017	Wilt	Discharge plans; Copies to public elementary and secondary schools	Actively Oppose	Assigned to Education subcommittee



Virginia Association Of Community Services Boards, Inc.

Making a Difference Together

VACSB Legislative Update

January 31, 2024

This update is published weekly during the General Assembly Session

*If you have questions or need information, please contact Hilary Piland
at*

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(804) 330-3141

VACSB CLEARINGHOUSE BILL DESIGNATION

DESIGNATION

Actively Support

Support

Monitor

Oppose

Actively Oppose

ACTION

Advocacy by VACSB Reps

Published Statement

Online Tracking

Published Statement

Advocacy by VACSB Reps

Bills	Committee	Last Action	Date
HB 1 - Ward - Minimum wage; increases wage to \$13.50 per hour effective January 1, 2025.	(H) Committee on Appropriations	(H) Read first time	01/31/24
VACSB Position: Support Pending Amendments, Identical to SB1			
HB 23 - Laufer - Weapons; possession or transportation into facility that provides mental health services, etc.	(H) Committee on Public Safety	(H) Subcommittee recommends incorporating (HB861-Hernandez)	01/25/24
VACSB Position: Monitor. These bills are HB861, HB23, SB515.			
HB 26 - Reid - Voter identification; accepted forms of identification, private entities licensed or certified.	(H) Committee on Privileges and Elections	(H) Subcommittee recommends reporting (7-Y 1-N)	01/29/24
VACSB Position: Support			
HB 27 - Callsen - Kinship as Foster Care Prevention Program; established.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/23/24
VACSB Position: Support - Identical to SB39, Similar to SB162 - VOICES Bill			
HB 37 - Clark - Loan repayment programs; creates program for mental health professionals.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/23/24
VACSB Position: Monitor			
HB 42 - Hope - Dentists and dental hygienists; added to list of providers who are immune from civil liability, etc.	(H) Committee for Courts of Justice	(H) Referred to Committee for Courts of Justice	01/30/24
VACSB Position: Monitor - Identical to SB629			
HB 43 - Thomas - Polling place; assistance for certain voters, expands definition of disability.	(H) Committee on Privileges and Elections	(H) Subcommittee recommends incorporating (HB441-Bennett-Parker)	01/29/24
VACSB Position: Actively Support - Similar to HB441			
HB 46 - Bennett-Parker - Firearm; transfers to another person from a prohibited person.	(S) Committee for Courts of Justice	(S) Referred to Committee for Courts of Justice	01/29/24
VACSB Position: Monitor			
HB 50 - Jones - Central State Hospital; designation of additional beds as forensic and psychiatric beds.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/17/24
VACSB Position: Monitor			
HB 75 - Hope - Foster care; State Bd. of Social Services to amend regulations, application for and use	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/23/24

of benefits.			
VACSB Position: Support - Identical to SB40			
HB 81 - Simon - Suicide; abolishes common-law crime.	(H) Committee for Courts of Justice	(H) Read second time and engrossed	01/31/24
VACSB Position: Support			
HB 103 - Hope - Local and Regional Jails, State Board of; powers and duties.	(H) Committee on Public Safety	(S) Referred to Committee on Rehabilitation and Social Services	01/26/24
	(S) Committee on Rehabilitation and Social Services		
VACSB Position: Monitor			
HB 127 - Watts - DMAS & DBH DS; modification of rules for 1915 (c) Home & Community Based Services Medicaid Waivers.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/17/24
VACSB Position: Support - HB127 is similar to SB676 & HB908 which are identical.			
HB 134 - Convirs-Fowler - Fentanyl and other opioids; awareness of and education relating to risks.	(H) Committee on Appropriations	(H) Assigned App. sub: Elementary & Secondary Education	01/30/24
VACSB Position: Support			
HB 177 - Gardner - Federal Early Intervention Program for Infants & Toddlers w/Disabilities; reimbursement rates.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/17/24
VACSB Position: Actively Support			
HB 224 - Henson - Public schools; mental health awareness training.	(H) Committee on Education	(S) Referred to Committee on Education and Health	01/31/24
	(S) Committee on Education and Health		
VACSB Position: Monitor - Similar, but different than HB603. For this bill board of education would be able to determine age appropriateness of program.			
HB 225 - Sickles - Dentist and Dental Hygienist Compact; authorizes Virginia to become a signatory to the Compact.	(H) Committee on Health and Human Services	(H) VOTE: Block Vote Passage (100-Y 0-N)	01/31/24
VACSB Position: Support - Similar to SB22			
HB 256 - Mundon King - Health care providers & grocery store workers; employers to provide paid sick leave, effective date.	(H) Committee on Labor and Commerce	(H) Referred to Committee on Labor and Commerce	01/04/24
VACSB Position: Monitor - Identical to SB507			
HB 267 - Watts - Arrest/prosecution of individual experiencing mental health emerg.; assault against law	(H) Committee for Courts of Justice	(H) Assigned Courts sub: Criminal	01/30/24

enforcement.			
VACSB Position: Monitor - Similar to SB357			
HB 314 - Hope - State hospitals; discharge planning.	(H) Committee on Health and Human Services	(H) Subcommittee recommends reporting with substitute (8-Y 0-N)	01/30/24
VACSB Position: Monitor - Identical to SB179			
HB 324 - Glass - PA Licensure Compact; authorizes Virginia to become a signatory to Compact.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/17/24
VACSB Position: Support			
HB 326 - Glass - Social Work Licensure Compact; authorizes Virginia to become a signatory to Compact.	(H) Committee on General Laws	(H) Assigned GL sub: Professions/Occupations and Administrative Process	01/26/24
VACSB Position: Actively Support - Similar to SB239			
HB 327 - Feggans - State Rental Assistance Program for the Settlement Agreement Population; DBHDS to amend guidelines.	(H) Committee on General Laws	(H) Assigned GL sub: Housing/Consumer Protection	01/31/24
VACSB Position: Support			
HB 328 - Glass - Interstate Teacher Mobility Compact; enters the Commonwealth into Compact.	(H) Committee on General Laws	(H) Assigned GL sub: Professions/Occupations and Administrative Process	01/26/24
VACSB Position: Support			
HB 329 - Sickles - Marriage & family therapists; Bd. of Counseling to amend regulations related to licensure.	(H) Committee on Health and Human Services	(S) Referred to Committee on Education and Health	01/30/24
	(S) Committee on Education and Health		
VACSB Position: Support			
HB 342 - Hope - Naloxone or other opioid antagonists; possession by state agencies, guidelines for private employer.	(H) Committee on Health and Human Services	(H) Assigned sub: Health	01/17/24
VACSB Position: Support			
HB 348 - Ward - Employment; paid sick leave, civil penalties.	(H) Committee on Labor and Commerce	(H) Referred to Committee on Labor and Commerce	01/05/24
VACSB Position: Monitor			
HB 398 - McQuinn - Public elementary and secondary schools; student discipline, etc.	(H) Committee on Education	(H) Subcommittee recommends referring to Committee on Appropriations	01/30/24
VACSB Position: Monitor - Similar to SB586			
HB 426 - Cole - Counseling, Board of; licensure of professional	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/17/24

counselors without examination.			
VACSB Position: Oppose			
HB 434 - Arnold - Inpatient substance use disorder treatment; facility licensed to provide, certain discharge plans.	(H) Committee on Health and Human Services	(H) Subcommittee recommends reporting with amendments (8-Y 0-N)	01/25/24
VACSB Position: Pending - Adds more requirements to discharge plan for SUD inpatient treatment.			
HB 441 - Bennett-Parker - Polling place; assistance for certain voters, clarifies definition of "person with a disability."	(H) Committee on Privileges and Elections	(H) Subcommittee recommends reporting with substitute (8-Y 0-N)	01/29/24
VACSB Position: Actively Support - Similar to HB43			
HB 450 - Obenshain - Fentanyl; manufacturing, selling, giving, distributing, etc., mandatory term of imprisonment.	(H) Committee for Courts of Justice	(H) Referred to Committee for Courts of Justice	01/08/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
HB 452 - Callsen - First offender drug program; previous misdemeanor marijuana conviction.	(H) Committee for Courts of Justice	(H) Subcommittee recommends reporting with amendments (8-Y 0-N)	01/29/24
VACSB Position: Support			
HB 453 - Callsen - Kinship foster care; barrier crimes.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/17/24
VACSB Position: Support - VOICES Bill			
HB 457 - Callsen - Decreasing probation period; establishes criteria for mandatory reduction.	(H) Committee for Courts of Justice	(H) Subcommittee recommends referring to Committee on Appropriations	01/31/24
VACSB Position: Support - Decreases probation period by completing a mental health or substance abuse treatment program.			
HB 470 - Martinez - Minor; petition for child in need of services or in need of supervision.	(H) Committee for Courts of Justice	(H) Subcommittee recommends reporting with substitute (7-Y 1-N)	01/31/24
VACSB Position: Pending - VACSB to see what discussion is on this bill in committee.			
HB 499 - Cohen - Medicaid waivers; program rule modifications.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/17/24
VACSB Position: Monitor			
HB 503 - Cohen - Credentialed addiction treatment professionals; definition to include licensed behavior analysts.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/17/24
VACSB Position: Pending - VACSB will talk to Ashley at DMAS			
HB 509 - Cohen - Public institutions of higher education; policies;	(H) Committee on Education	(H) Read first time	01/31/24

individuals with disabilities.			
VACSB Position: Support - Identical to SB21			
HB 515 - Hope - State hospitals or training centers; discharge of individuals.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/17/24
VACSB Position: Monitor			
HB 577 - Runion - Slot-retention requests; Developmental Disability waivers, sunset date.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/17/24
VACSB Position: Support - Identical to SB610			
HB 581 - Simonds - Human trafficking; attorneys for the Commonwealth to establish multidisciplinary response teams.	(H) Committee for Courts of Justice	(H) Assigned Courts sub: Criminal	01/30/24
VACSB Position: Monitor			
HB 586 - McClure - Law-enforcement officers; training standards, comprehensive harm reduction program.	(H) Committee on Appropriations	(H) Subcommittee recommends reporting with amendments (4-Y 3-N)	01/31/24
VACSB Position: Support			
HB 601 - Kilgore - Health insurance; emergency services, mobile crisis response services.	(H) Committee on Labor and Commerce	(H) Assigned L & C sub: Subcommittee #1	01/16/24
VACSB Position: Support - Identical to SB543			
HB 603 - Price - Public elementary and secondary schools; programs of instruction on mental health education.	(H) Committee on Education	(H) Read first time	01/31/24
VACSB Position: Monitor - Similar but different than HB224. This would require MH instruction each school year.			
HB 606 - Price - Clinical social workers, licensure examination alternative.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/24/24
VACSB Position: Oppose			
HB 608 - Price - Temporary detention; certified evaluators, report.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/17/24
VACSB Position: Actively Oppose - Similar to SB34			
HB 628 - Orrock - Certificate of public need; hospitals licensed by DBHDS psychiatric beds.	(H) Committee on Health and Human Services	(H) House subcommittee amendments and substitutes offered	01/30/24
VACSB Position: Monitor - Similar to SB404			
HB 646 - Coyner - Zoning; certified	(H) Committee on Counties, Cities and	(H) Assigned CC & T sub:	01/16/24

recovery residence.	Towns	Subcommittee #3	
VACSB Position: Support			
HB 670 - Freitas - Sage's Law; minor students experiencing gender incongruence, parental notification.	(H) Committee on Education	(H) Assigned Education sub: K-12 Subcommittee	01/19/24
VACSB Position: Monitor - Identical to SB37			
HB 674 - Obenshain - Fentanyl; selling, giving, or distributing a substance that contains two mgms. or more, etc.	(H) Committee for Courts of Justice	(H) Referred to Committee for Courts of Justice	01/09/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
HB 685 - Leftwich - Fentanyl; selling, giving, or distributing, penalties.	(H) Committee for Courts of Justice	(H) Referred to Committee for Courts of Justice	01/09/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
HB 698 - Krizek - Cannabis control; retail market, penalties.	(H) Committee on General Laws	(H) Assigned GL sub: ABC/Gaming	01/22/24
VACSB Position: Monitor - Cannabis Retailor bills are HB698, SB423, SB448			
HB 732 - Sewell - Public elementary and secondary schools; policies and requirements relating to naloxone.	(H) Committee on Appropriations	(H) Assigned App. sub: Elementary & Secondary Education	01/25/24
VACSB Position: Support - HB732 & SB387 are identical, HB271 & SB726 are identical, HB497 is similar.			
HB 737 - Sewell - Paid family and medical leave insurance program; notice requirements, civil action.	(H) Committee on Appropriations	(H) Referred to Committee on Appropriations	01/30/24
VACSB Position: Actively Oppose - Similar to SB373			
HB 772 - Delaney - Minors; parental admission for inpatient treatment.	(H) Committee for Courts of Justice	(H) Subcommittee recommends reporting with amendments (8-Y 0-N)	01/26/24
VACSB Position: Monitor - Identical to SB460			
HB 790 - Hope - Tobacco products retailers; purchase, possession, and sale of retail tobacco products.	(H) Committee on General Laws	(H) Assigned GL sub: ABC/Gaming	01/26/24
VACSB Position: Actively Support - Similar to SB582			
HB 808 - Rasoul - State psychiatric hospitals; temporary detention orders, delayed admission to determine med. needs.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/23/24
VACSB Position: Monitor - Identical to SB653			
HB 813 - Mundon King - Parental access to minor's medical records; consent by certain minors to treatment.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/19/24
VACSB Position: Pending - Will express concerns in subcommittee re: kid's TDO statute			

HB 822 - Cherry - Emergency custody; transportation for transfer of custody.	(H) Committee on Rules	(H) Referred to Committee on Rules	01/26/24
VACSB Position: Monitor			
HB 823 - Cherry - Temporary detention order; alternative transportation.	(H) Committee for Courts of Justice	(H) Printed as engrossed 24102923D-E	01/31/24
VACSB Position: Monitor - Identical to SB497			
HB 861 - Hernandez - Weapons; knowingly possess or transport into facility that provides mental health services.	(H) Committee on Public Safety	(H) Assigned PS sub: Firearms	01/23/24
VACSB Position: Monitor - These bills are HB861, HB23, SB515.			
HB 885 - Watts - Community services boards; core of services.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/30/24
VACSB Position: Monitor - Identical to SB590			
HB 888 - Watts - Civil commitments & temporary detention orders; def. of mental illness neurocognitive disorders.	(H) Committee on Health and Human Services	(H) Referred to Committee on Health and Human Services	01/26/24
VACSB Position: Actively Oppose - Identical to SB176			
HB 908 - Shin - Individuals with developmental disabilities; financial eligibility.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/19/24
VACSB Position: Support - SB676 & HB908 are identical, Similar to HB127			
HB 909 - Shin - 1915(c) Home and Community Based Services Medicaid Waivers; state plan amdmts., prog. modifications.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/19/24
VACSB Position: Monitor These bills are SB149, SB488, HB909. SB149 does NOT have the 40 hr. work limit part, does have respite part. SB488 has the 40 hr. work limit part, does NOT have the respite part HB909 has the 40 hr. work limit part, has the respite part.			
HB 919 - Srinivasan - School boards; model memorandum of understanding, partnerships with certain mental health services.	(H) Committee on Education	(H) Reported from Education with amendment(s) (17-Y 5-N)	01/31/24
VACSB Position: Monitor			
HB 927 - Shin - Substantial risk orders; recommendations for issuance.	(H) Committee on Rules	(H) Referred to Committee on Rules	01/09/24
VACSB Position: Monitor			
HB 947 - Lopez - Local government;	(H) Committee on Counties, Cities and	(H) Engrossed by House -	01/31/24

regulation by ordinance for locations of tobacco products, etc.	Towns	committee substitute HB947H1	
VACSB Position: Support - Similar to HB1119			
HB 970 - Tran - Children; comprehensive health care coverage program.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/30/24
VACSB Position: Monitor - Identical to SB231			
HB 971 - Tran - Nurse practitioners; patient care team provider, autonomous practice.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/19/24
VACSB Position: Support			
HB 974 - Keys-Gamarra - Workers' compensation; presumption that certain injuries arose out of employment.	(H) Committee on Labor and Commerce	(H) Reported from Labor and Commerce with amendment(s) (14-Y 8-N)	01/30/24
VACSB Position: Actively Oppose			
HB 980 - Tran - Higher ed. institutions; students who report acts of hazing or bullying, referral for support.	(H) Committee on Education	(H) Assigned Education sub: Higher Education	01/19/24
VACSB Position: Monitor			
HB 982 - Tran - State plan for medical assistance services; plan to include adult hearing screenings, etc.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/23/24
VACSB Position: Support			
HB 995 - Tran - Medicine, Board of; temporary licensure of physicians licensed in a foreign country.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/19/24
VACSB Position: Support			
HB 1017 - Wilt - Discharge plans; copies to public elementary and secondary schools.	(H) Committee on Education	(H) Referred to Committee on Education	01/10/24
VACSB Position: Actively Oppose - Identical to SB575			
HB 1021 - Wilt - Community services boards, local; waiver usage flexibility.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/19/24
VACSB Position: Actively Oppose			
HB 1042 - Gilbert - Controlled substances; manufacturing, selling, giving, distributing misbranded drugs, etc.	(H) Committee for Courts of Justice	(H) Referred to Committee for Courts of Justice	01/10/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
HB 1064 - Willett - Neurobehavioral science unit; established, waiver	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/25/24

services for individuals w/traumatic brain injury.			
VACSB Position: Support - Similar to HB593			
HB 1065 - Hodges - Community services boards; quarterly stakeholder meetings.	(H) Committee on Health and Human Services	(H) House subcommittee amendments and substitutes offered	01/25/24
VACSB Position: Pending - VACSB lobbyist to talk to patron's office.			
HB 1069 - Willett - Liquid nicotine and nicotine vapor products; certification and directory, penalties.	(H) Committee on General Laws	(H) Assigned GL sub: ABC/Gaming	01/26/24
VACSB Position: Monitor - Similar to SB550			
HB 1083 - Coyner - VA Education & Workforce Longitudinal Data System; renames VA Longitudinal Data System, report.	(H) Committee on Communications, Technology and Innovation	(H) Subcommittee recommends referring to Committee on Education	01/29/24
VACSB Position: Monitor			
HB 1097 - Kilgore - Felony homicide; certain drug offenses, penalty.	(H) Committee for Courts of Justice	(H) Referred to Committee for Courts of Justice	01/10/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
HB 1134 - Willett - Health insurance; prior authorization.	(H) Committee on Labor and Commerce	(H) Assigned L & C sub: Subcommittee #1	01/23/24
VACSB Position: Support - Identical to SB98			
HB 1165 - Sickles - Persons with disabilities; adds definitions related to rights.	(H) Committee on Health and Human Services	(H) VOTE: Passage (100-Y 0-N)	01/31/24
VACSB Position: Support			
HB 1222 - Higgins - Assistance for certain voters outside of the polling place; expands definition of disability.	(H) Committee on Privileges and Elections	(H) Subcommittee recommends incorporating (HB441-Bennett-Parker)	01/29/24
VACSB Position: Actively Support - These bills are HB1222, HB43, HB441			
HB 1242 - Willett - Emergency custody and temporary detention orders; evaluations, presence of others.	(H) Committee for Courts of Justice	(H) Subcommittee recommends reporting with substitute (8-Y 0-N)	01/29/24
VACSB Position: Monitor - Identical to SB546			
HB 1244 - Cole - Restorative housing and isolated confinement; restrictions on use.	(H) Committee on Public Safety	(H) Assigned PS sub: Public Safety	01/22/24
VACSB Position: Monitor - Identical to SB719			
HB 1246 - Willett - Law-enforcement training; individuals with autism spectrum disorder.	(H) Committee on Public Safety	(H) Assigned PS sub: Public Safety	01/22/24

VACSB Position: Support - Similar to SB547			
HB 1269 - Price - Barrier crimes; adult substance abuse and mental health services, exception.	(H) Committee on Health and Human Services	(H) Committee substitute printed 24106182D-H1	01/30/24
VACSB Position: Actively Support - Pillion SB626 is the other Barrier Crimes bill.			
HB 1278 - Zehr - Auricular acupuncture; use of the five needle protocol.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/23/24
VACSB Position: Support			
HB 1282 - Wilt - 1915(c) Home and Community-Based Services Medicaid Waivers; state plan amendments, program rule.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/23/24
VACSB Position: Monitor - Identical to HB1318			
HB 1289 - Willett - Virginia Health Workforce Development Authority; health workforce development program.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/23/24
VACSB Position: Pending - These bills are SB155 Head, HB1289 Willett, HB1293 Willett (just a workgroup), SB403 Durant, HB1499 Willett, HB1500 Willett - establishes requirements for the Board of Counseling to register individuals as behavioral health technicians.			
HB 1294 - Willett - Psychological practitioners; establishes a licensing procedure.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/23/24
VACSB Position: Monitor			
HB 1318 - Cole - 1915(c) Home and Community-Based Services Medicaid Waivers; state plan amendments, program rule.	(H) Committee on Health and Human Services	(H) Assigned sub: Social Services	01/23/24
VACSB Position: Monitor - Identical to HB1282			
HB 1324 - Fowler - Restricted driver's license; issuance for multiple convictions of driving while intoxicated, etc.	(H) Committee for Courts of Justice	(H) Assigned Courts sub: Criminal	01/30/24
VACSB Position: Actively Support - Identical to SB6			
HB 1336 - Sickles - Crisis stabilization services; facilities licensed by DBHDS, nursing homes.	(H) Committee on Health and Human Services	(H) Incorporates HB1038 (Wachsmann)	01/30/24
VACSB Position: Actively Support - Identical to SB568			
HB 1347 - Srinivasan - Health insurance; coverage for autism spectrum disorder, cost-sharing requirements prohibited.	(H) Committee on Labor and Commerce	(H) Subcommittee recommends referring to Committee on Appropriations	01/30/24
VACSB Position: Support			

HB 1455 - Carr - Virginia Memory Project; established.	(H) Committee on Health and Human Services	(H) Assigned sub: Behavioral Health	01/23/24
VACSB Position: Support			
HB 1471 - Keys-Gamarra - Drug Treatment Court Act; renames the Act as the Recovery Court Act.	(H) Committee for Courts of Justice	(H) Assigned Courts sub: Criminal	01/30/24
VACSB Position: Support - Identical to SB725			
HB 1479 - Price - Health professions; universal licensure, requirements.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/23/24
VACSB Position: Monitor - Identical to SB682			
HB 1499 - Willett - Virginia Health Workforce Development Authority; increases ex officio members, etc., report.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/23/24
VACSB Position: Pending - These bills are SB155 Head, HB1289 Willet, HB1293 Willett (just a workgroup), SB403 Durant, HB1499 Willett, HB1500 Willett - establishes requirements for the Board of Counseling to register individuals as behavioral health technicians.			
HB 1500 - Willett - Behavioral health technicians and trainees; registration requirements for Board of Counseling.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/23/24
VACSB Position: Pending - These bills are SB155 Head, HB1289 Willet, HB1293 Willett (just a workgroup), SB403 Durant, HB1499 Willett, HB1500 Willett - establishes requirements for the Board of Counseling to register individuals as behavioral health technicians.			
HB 1509 - Seibold - Nicotine vapor products; restrictions on sale of products containing liquid nicotine/hemp products.	(H) Committee on General Laws	(H) Assigned GL sub: ABC/Gaming	01/26/24
VACSB Position: Support			
HJ 77 - Coyner - Designating Monday, January 22, 2024 as Recovery Day in Virginia.	(H) Committee on Rules	(H) Referred to Committee on Rules	01/18/24
VACSB Position: Support			
SB 1 - Lucas - Minimum wage; increases wage to \$13.50 per hour effective January 1, 2025.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/15/24
VACSB Position: Support Pending Amendments, Identical to HB1			
SB 6 - Reeves - Restricted driver's license; issuance for multiple convictions of driving while intoxicated, etc.	(S) Committee on Transportation	(S) Read third time and passed Senate (40-Y 0-N)	01/24/24
VACSB Position: Actively Support - Identical to HB1324			
SB 19 - Favola - Recovery	(S) Committee on Finance and Appropriations	(S) Read third time and passed	01/29/24

residences; death and serious injury reports.		Senate (40-Y 0-N)	
VACSB Position: Monitor - Similar to SB190.			
SB 21 - Salim - Public institutions of higher education; policies; individuals with disabilities.	(S) Committee on Education and Health	(S) Recommitted to Education and Health	01/29/24
VACSB Position: Support - Identical to HB509			
SB 22 - Locke - Dentist and Dental Hygienist Compact; authorizes VA to become a signatory to the Compact, eff. date.	(S) Committee on Finance and Appropriations	(S) Reported from Finance and Appropriations (15-Y 0-N)	01/31/24
VACSB Position: Support - Similar to HB225			
SB 23 - Locke - Juveniles; adjudication of delinquency.	(S) Committee for Courts of Justice	(S) Moved from Judiciary to Courts of Justice due to a change of the committee name	01/10/24
VACSB Position: Monitor			
SB 33 - Locke - Certified registered nurse anesthetists; supervision during an operation or procedure.	(S) Committee on Education and Health	(S) Read third time and passed Senate (34-Y 6-N)	01/30/24
VACSB Position: Support			
SB 34 - Locke - Temporary detention; certified evaluators, report.	(S) Committee on Education and Health	(S) Senate subcommittee amendments and substitutes offered	01/30/24
VACSB Position: Actively Oppose - Similar to HB608			
SB 37 - McGuire - Sage's Law; minor students experiencing gender incongruence, parental notification.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Public Education	01/16/24
VACSB Position: Monitor - Identical to HB670			
SB 39 - Favola - Kinship as Foster Care Prevention Program; established.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/19/24
VACSB Position: Support - Identical to SB39, Similar to SB162 - VOICES Bill			
SB 40 - Favola - Foster care; State Bd. of Social Services to amend regulations, application for and use of benefits.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/12/24
VACSB Position: Support - Identical to HB75			
SB 43 - Favola - Persons with disabilities; creates an ombudsman program within disAbility Law Center of Virginia.	(S) Committee on Finance and Appropriations	(S) Constitutional reading dispensed (40-Y 0-N)	01/31/24
VACSB Position: Support			
SB 74 - Durant - Prescription	(S) Committee on Education and Health	(S) Read third time and passed	01/23/24

Monitoring Program; release of records to drug court administrators.		Senate (39-Y 0-N)	
VACSB Position: Monitor			
SB 80 - Favola - Prisoner reentry; DOC to develop and implement a certificate of rehabilitation program.	(S) Committee on Rehabilitation and Social Services	(S) Referred to Committee on Rehabilitation and Social Services	12/31/23
VACSB Position: Monitor - The certificate would be applicable to employment in DBHDS licensed programs and non DBHDS licensed programs the same.			
SB 96 - Stanley - Parental Behavior Technician Registration and Participation Pilot Program; established.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Public Education	01/24/24
VACSB Position: Monitor - Pilot Program to train parents to become registered behavior technician (RBT) so they can work with their child.			
SB 98 - Favola - Health insurance; prior authorization.	(S) Committee on Commerce and Labor	(S) Read third time and passed Senate (38-Y 0-N)	01/26/24
VACSB Position: Support - Identical to HB1134			
SB 133 - Head - Physician assistants; practice agreement exemption.	(S) Committee on Education and Health	(S) Read third time and passed Senate (39-Y 0-N)	01/23/24
VACSB Position: Monitor			
SB 149 - Suetterlein - 1915(c) Home & Community Based Services Medicaid Waivers; federal authority state plan amendments.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Health	01/18/24
VACSB Position: Monitor - These bills are SB149, SB488, HB909. SB149 does NOT have the 40 hr. work limit part, does have respite part. SB488 has the 40 hr. work limit part, does NOT have the respite part. HB909 has the 40 hr. work limit part, has the respite part.			
SB 155 - Head - Virginia Health Workforce Development Authority.	(S) Committee on Finance and Appropriations	(S) Committee substitute printed 24106642D-S2	01/31/24
VACSB Position: Pending - These bills are SB155 Head, HB1289 Willet, HB1293 Willett (just a workgroup), SB403 Durant, HB1499 Willett, HB1500 Willett - establishes requirements for the Board of Counseling to register individuals as behavioral health technicians.			
SB 176 - Favola - Civil commitments & temporary detention orders; def. of mental illness neurocognitive disorders.	(S) Committee on Education and Health	(S) Rereferred to Education and Health	01/19/24
VACSB Position: Actively Oppose - Identical to HB888			
SB 179 - Favola - State hospitals; discharge planning.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/25/24
VACSB Position: Monitor - Identical to HB314			
SB 231 - Hashmi - Children; comprehensive health care coverage program.	(S) Committee on Education and Health	(S) Senate subcommittee amendments and substitutes offered	01/30/24

VACSB Position: Monitor - Identical to HB970			
SB 239 - Hashmi - Social Work Licensure Compact; authorizes Virginia to become a signatory to Compact.	(S) Committee on Finance and Appropriations	(S) Reported from Finance and Appropriations (11-Y 4-N)	01/31/24
VACSB Position: Actively Support - Similar to HB326			
SB 357 - Boysko - Assault and battery of a law-enforcement officer; reduces penalty.	(S) Committee for Courts of Justice	(S) Engrossed by Senate - committee substitute SB357S1	01/31/24
VACSB Position: Monitor - Similar to HB267.			
SB 362 - Ebbin - Drug offenders; eligibility for first-time disposition.	(S) Committee for Courts of Justice	(S) Read third time and passed Senate (40-Y 0-N)	01/18/24
VACSB Position: Monitor			
SB 373 - Boysko - Paid family and medical leave insurance program; notice requirements, civil action.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/29/24
VACSB Position: Actively Oppose - Similar to HB737			
SB 374 - Boysko - Collective bargaining by public employees; labor organization representation.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/29/24
VACSB Position: Oppose			
SB 387 - Pekarsky - Public elementary and secondary schools; policies and requirements relating to naloxone.	(S) Committee on Education and Health	(S) Senate subcommittee amendments and substitutes offered	01/25/24
VACSB Position: Support - HB732 & SB387 are identical, HB271 & SB726 are identical, HB497 is similar.			
SB 389 - Pekarsky - Autism Advisory Council; reestablished, report.	(S) Committee on Rules	(S) Read third time and passed Senate (40-Y 0-N)	01/31/24
VACSB Position: Support			
SB 403 - Durant - Behavioral health aides; scope of practice, supervision, and qualifications.	(S) Committee on Education and Health	(S) Senate subcommittee amendments and substitutes offered	01/26/24
VACSB Position: Pending - These bills are SB155 Head, HB1289 Willet, HB1293 Willett (just a workgroup), SB403 Durant, HB1499 Willett, HB1500 Willett - establishes requirements for the Board of Counseling to register individuals as behavioral health technicians.			
SB 404 - Durant - Certificate of public need; hospitals licensed by DBHDS psychiatric beds.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Health	01/26/24
VACSB Position: Monitor - Similar to HB628			
SB 425 - Favola - Health insurance; ethics and fairness in carrier business practices.	(S) Committee on Commerce and Labor	(S) Read third time and passed Senate (38-Y 0-N)	01/26/24
VACSB Position: Support			

SB 448 - Rouse - Cannabis control; establishes a framework for creation of a retail marijuana market, penalties.	(S) Committee for Courts of Justice	(S) Senate committee, floor amendments and substitutes offered	01/31/24
VACSB Position: Monitor - Cannabis Retailor bills are HB698, SB423, SB448			
SB 460 - Marsden - Minors; parental admission for inpatient treatment.	(S) Committee for Courts of Justice	(S) Printed as engrossed 24101727D-E	01/31/24
VACSB Position: Monitor - Identical to HB772			
SB 469 - Obenshain - Controlled substances; manufacturing, selling, giving, distributing misbranded drugs, etc.	(S) Committee on Finance and Appropriations	(S) Read third time and passed Senate (38-Y 2-N)	01/29/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
SB 488 - Aird - 1915(c) Home & Community Based Services Medicaid Waivers; federal authority state plan amendments.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Health	01/18/24
VACSB Position: Monitor - These bills are SB149, SB488, HB909. SB149 does NOT have the 40 hr. work limit part, does have respite part. SB488 has the 40 hr. work limit part, does NOT have the respite part HB909 has the 40 hr. work limit part, has the respite part.			
SB 497 - Carroll Foy - Temporary detention order; alternative transportation.	(S) Committee on Education and Health	(S) Referred to Committee on Education and Health	01/09/24
VACSB Position: Monitor - Identical to Cherry HB823			
SB 502 - Surovell - Juvenile & domestic relations district ct.; parent filing petition for protective order against minor.	(S) Committee for Courts of Justice	(S) Referred to Committee for Courts of Justice	01/09/24
VACSB Position: Pending - VACSB to speak to patron			
SB 515 - Williams Graves - Weapons; possession or transportation into facility that provides mental health services, etc.	(S) Committee for Courts of Justice	(S) Senate committee, floor amendments and substitutes offered	01/31/24
VACSB Position: Monitor - These bills are HB861, HB23, SB515.			
SB 543 - Bagby - Health insurance; emergency services, mobile crisis response services.	(S) Committee on Commerce and Labor	(S) Referred to Committee on Commerce and Labor	01/10/24
VACSB Position: Support - Identical to HB601			
SB 546 - Bagby - Emergency custody and temporary detention orders; evaluations, presence of others.	(S) Committee on Education and Health	(S) Referred to Committee on Education and Health	01/10/24
VACSB Position: Actively Oppose - Identical to HB1242			
SB 547 - Bagby - Law-enforcement	(S) Committee for Courts of Justice	(S) Referred to Committee for	01/10/24

training; individuals with autism spectrum disorder.		Courts of Justice	
VACSB Position: Support - Similar to HB1246			
SB 550 - Deeds - Liquid nicotine and nicotine vapor products; certification and directory, penalties.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/15/24
VACSB Position: Monitor - Similar to HB1069			
SB 568 - Deeds - Crisis stabilization services; facilities licensed by DBHDS, nursing homes.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Health Professions	01/31/24
VACSB Position: Actively Support - Identical to HB1336			
SB 569 - Deeds - Crisis receiving centers and crisis stabilization units; use of seclusion, report.	(S) Committee on Rules	(S) Referred to Committee on Rules	01/10/24
VACSB Position: Monitor			
SB 574 - Deeds - Behavioral Health Commission; Commission to study processes related to civil admissions.	(S) Committee on Rules	(S) Read third time and passed Senate (40-Y 0-N)	01/31/24
VACSB Position: Actively Support			
SB 575 - Obenshain - Discharge plans; copies to public elementary and secondary schools.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Health	01/18/24
VACSB Position: Actively Oppose - Identical to HB1017			
SB 582 - Ebbin - Tobacco products retailers; purchase, possession, and sale of retail tobacco products.	(S) Committee on Finance and Appropriations	(S) Referred to Committee on Finance and Appropriations	01/10/24
VACSB Position: Actively Support - Similar to HB790			
SB 586 - Pekarsky - Public elementary and secondary schools; student discipline, restorative disciplinary practices.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Public Education	01/24/24
VACSB Position: Monitor - Similar to HB398			
SB 590 - Deeds - Community services boards; core of services.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/26/24
VACSB Position: Pending - Identical to HB885			
SB 603 - McGuire - Incarcerated women who are pregnant, etc.; DCJS, et al., to make recommendations for treatment.	(S) Committee on Rules	(S) Referred to Committee on Rules	01/10/24
VACSB Position: Support			
SB 605 - Subramanyam - Polling place; assistance for certain voters,	(S) Committee on Privileges and Elections	(S) Read third time and passed Senate (39-Y 1-N)	01/30/24

definition of "disability," training for all officers.			
VACSB Position: Actively Support - Similar to HB441, HB43.			
SB 610 - Suetterlein - Slot-retention requests; Developmental Disability waivers, sunset date.	(S) Committee on Education and Health	(S) Senate subcommittee amendments and substitutes offered	01/31/24
VACSB Position: Support - Identical to HB577			
SB 626 - Pillion - Barrier crimes; adult substance abuse & mental health svcs., hiring criteria to screen applicants.	(S) Committee on Rehabilitation and Social Services	(S) Referred to Committee on Rehabilitation and Social Services	01/10/24
VACSB Position: Actively Support - Price HB1269 is the other Barrier Crimes bill.			
SB 629 - Pillion - Dentists and dental hygienists; added to list of providers who are immune from civil liability, etc.	(S) Committee on Education and Health	(S) Read third time and passed Senate (40-Y 0-N)	01/30/24
VACSB Position: Monitor - Identical to HB42			
SB 676 - Ebbin - Individuals with developmental disabilities; financial eligibility.	(S) Committee on Rehabilitation and Social Services	(S) Referred to Committee on Rehabilitation and Social Services	01/17/24
VACSB Position: Support - SB676 & HB908 are identical, Similar to HB127			
SB 682 - Suetterlein - Health professions; universal licensure, requirements.	(S) Committee on Education and Health	(S) Assigned Education and Health Sub: Health Professions	01/24/24
VACSB Position: Monitor - Identical to HB1479			
SB 706 - Stuart - Drug Treatment Court Act; eligibility.	(S) Committee for Courts of Justice	(S) Referred to Committee for Courts of Justice	01/19/24
VACSB Position: Support			
SB 719 - Bagby - Restorative housing and isolated confinement; restrictions on use.	(S) Committee on Rehabilitation and Social Services	(S) Referred to Committee on Rehabilitation and Social Services	01/19/24
VACSB Position: Monitor - Identical to HB1244			
SB 725 - Pillion - Drug Treatment Court Act; renames the Act as the Recovery Court Act.	(S) Committee for Courts of Justice	(S) Referred to Committee for Courts of Justice	01/19/24
VACSB Position: Support - Identical to HB1471			
SB 726 - Pillion - Public secondary schools; naloxone procurement, possession, and administration.	(S) Committee on Education and Health	(S) Senate subcommittee amendments and substitutes offered	01/25/24
VACSB Position: Support - HB732 & SB387 are identical, HB271 & SB726 are identical, HB497 is similar.			
SB 734 - Marsden - Virginia Freedom of Information Act; electronic meetings.	(S) Committee on General Laws and Technology	(S) Reported from General Laws and Technology (14-Y 0-N 1-A)	01/31/24

FYI Bills

Bills	Committee	Last Action	Date
HB 511 - Cohen - Out-of-state health care practitioners; temp. authorization to practice in assisted living fac.	(H) Committee on Health and Human Services	(H) Assigned sub: Health Professions	01/17/24
VACSB Position: FYI			
SB 391 - Pekarsky - Employee protections; medicinal use of cannabis oil.	(S) Committee on Rehabilitation and Social Services	(S) Senate committee, floor amendments and substitutes offered	01/19/24
VACSB Position: FYI - Similar to SB529			

Dead Bills

Bills	Committee	Last Action	Date
HB 8 - Ware - Medical Ethics Defense Act; established.	(H) Committee on Health and Human Services	(H) Subcommittee recommends striking from docket (8-Y 0-N)	01/18/24
VACSB Position: Actively Oppose			
HB 32 - Clark - Medicine, Board of; continuing ed. related to implicit bias and cultural competency in health care.	(H) Committee on Health and Human Services	(H) Incorporated by Health and Human Services (HB1130-Hayes)	01/30/24
VACSB Position: Monitor			
HB 87 - Green - Hospital regulations; patient drug testing.	(H) Committee on Health and Human Services	(H) Subcommittee recommends laying on the table (5-Y 3-N)	01/30/24
VACSB Position: Monitor			
HB 271 - Reid - Public secondary schools; naloxone procurement, possession, and administration.	(H) Committee on Education	(H) Incorporated by Education (HB732-Sewell)	01/24/24
VACSB Position: Support - HB732 & SB387 are identical, HB271 & SB726 are identical, HB497 is similar.			
HB 497 - Cohen - Public secondary schools; naloxone procurement, possession, and administration.	(H) Committee on Education	(H) Incorporated by Education (HB732-Sewell)	01/24/24
VACSB Position: Support - HB732 & SB387 are identical, HB271 & SB726 are identical, HB497 is similar.			
HB 593 - Sickles - Neurobehavioral and neurorehabilitation facilities; waiver	(H) Committee on Health and Human Services	(H) Incorporated by Health and Human Services	01/25/24

services for individuals w/brain injury.		(HB1064-Willett)	
VACSB Position: Support - Similar to HB1064			
HB 853 - Obenshain - Students; Department of Education to establish uniform system of discipline for disruptive behavior.	(H) Committee on Education	(H) Subcommittee recommends laying on the table (8-Y 0-N)	01/30/24
VACSB Position: Actively Oppose			
HB 864 - Clark - Health insurance; coverage for therapeutic day treatment services.	(H) Committee on Labor and Commerce	(H) Subcommittee recommends continuing to 2025	01/30/24
VACSB Position: Monitor			
HB 1038 - Wachsmann - Use of automated and remote dispensing systems; use in certain facilities.	(H) Committee on Health and Human Services	(H) Incorporated by Health and Human Services (HB1336-Sickles)	01/30/24
VACSB Position: Oppose			
HB 1119 - Seibold - Local government powers; regulation of tobacco, nicotine, and hemp product retail sale locations.	(H) Committee on Counties, Cities and Towns	(H) Subcommittee recommends striking from docket (8-Y 0-N)	01/25/24
VACSB Position: Support - Similar to HB947			
HB 1161 - Wyatt - Consumer Data Protection Act; social media, parental consent.	(H) Committee on Communications, Technology and Innovation	(H) Subcommittee recommends laying on the table (6-Y 4-N)	01/29/24
VACSB Position: Monitor			
HB 1293 - Willett - Behavioral health and nursing; revision of policies that hinder, etc., health care workforce.	(H) Committee on Rules	(H) Subcommittee recommends continuing to 2025	01/29/24
VACSB Position: FYI			
SB 52 - McDougle - Felony homicide; certain drug offenses, penalty.	(S) Committee for Courts of Justice	(S) Passed by indefinitely in Courts of Justice (8-Y 7-N)	01/17/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
SB 91 - Favola - Paid sick leave; home health workers providing agency-directed services.	(S) Committee on Finance and Appropriations	(S) Continued to 2025 in Finance and Appropriations (15-Y 0-N)	01/31/24
VACSB Position: Monitor			
SB 162 - McDougle - Kinship as Foster Care Prevention Program; established, placement of children with relatives.	(S) Committee on Rehabilitation and Social Services	(S) Incorporated by Rehabilitation and Social Services (SB39-Favola) (12-Y 0-N)	01/19/24
VACSB Position: Support - Similar to HB27 and SB39 - VOICES Bill			
SB 190 - Subramanyam - Recovery residences; certification requirements, death and serious injury reports, report.	(S) Committee on Rehabilitation and Social Services	(S) Incorporated by Rehabilitation and Social Services (13-Y 0-N) (SB19-Favola)	01/12/24

VACSB Position: Monitor - Similar to SB19			
SB 423 - Ebbin - Cannabis control; retail market, penalties.	(S) Committee on Rehabilitation and Social Services	(S) Incorporated by Rehabilitation and Social Services (SB448-Rouse) (12-Y 0-N)	01/26/24
VACSB Position: Monitor - Cannabis Retailor bills are HB698, SB423, SB448			
SB 507 - Surovell - Health care providers & grocery store workers; employers to provide paid sick leave, effective date.	(S) Committee on Finance and Appropriations	(S) Continued to 2025 in Finance and Appropriations (15-Y 0-N)	01/31/24
VACSB Position: Monitor- Identical to HB256			
SB 602 - McGuire - Felony homicide; certain drug offenses, penalties.	(S) Committee for Courts of Justice	(S) Incorporated by Courts of Justice (SB52-McDougle) (15-Y 0-N)	01/17/24
VACSB Position: Monitor - These bills are SB52, HB674, HB685, HB1042, HB450, SB469, HB1097, SB367, SB602			
SB 653 - Durant - State psychiatric hospitals; temporary detention orders, delayed admission to determine med. needs.	(S) Committee for Courts of Justice	(S) Stricken at request of Patron in Courts of Justice (12-Y 0-N)	01/29/24
VACSB Position: Monitor - Identical to HB808			
SJ 24 - Bagby - Barrier crimes for employees of and persons regulated by DBHDS; JLARC to study.	(S) Committee on Rules	(S) Stricken at request of Patron in Rules	01/26/24
VACSB Position: Support - Study on Barrier Crimes			

Rappahannock Area Community Services Board
Finance Committee Meeting
Tuesday, February 13, 2024 at 12:00 p.m.
600 Jackson Street, Board Room 208 Fredericksburg, VA

PRESENT

Matt Zurasky
Claire Curcio
Jacob Parcell
Bridgette Williams
Nancy Beebe
Shawn Kiger

ABSENT

Melissa White
Kenneth Lapin
Sarah Ritchie
Carol Walker
Susan Gayle
Greg Sokolowski
Glenna Boerner

OTHERS PRESENT

Joseph Wickens, Executive Director
Brandie Williams, Deputy Executive Director
Tina Cleveland, Finance and Administration Director
Stephanie Terrell, Compliance Director
Amy Jindra, Community Support Services Director
Megan Toler, Reimbursement Coordinator
Jacque Kobuchi, Clinical Services Director
Amy Umble, Public Information Officer
Nathan Reese, IT Coordinator

Call to order – Mr. Matt Zurasky, Chair

A meeting of the Finance Committee of Rappahannock Area Community Services Board was held at 600 Jackson Street on February 13, 2024.

ISSUE: **February 2024 Board Deck**

DISCUSSION: Ms. Cleveland and Ms. Toler reviewed a Board Deck summary of financial reports, including:

- Cash Investments, which totaled \$25,842,667 in December 2023.
- Fee Revenue Reimbursement, with current year-to-date collections of \$15.1 million which was a - 6% decrease from the previous year.
- Write-off Report, which totaled \$139,988 for December 2023.
- Health Insurance Account, with year-to-date monthly premiums totaling \$2,332,557 and claims and fees totaling \$1,622,696.
- Other Post-Employment Benefits, which had a balance of \$3,973,328 as of December 2023. Doing so well, no contribution needed for the next two years.

- Payroll statistics which showed that the agency paid an average of 495 overtime hours per pay period and in FY24 an average of 3,384 leave hours per pay period.

Ms. Curcio asked if the overtime hours are voluntary. Ms. Cleveland said yes absolutely.

ISSUE: **Financial Summary Report**

DISCUSSION: Ms. Cleveland took the group through the financial summary by program. Overall, FY24 balances currently show a net gain of \$3.1 million with \$2 million of that being in restricted funds.

FOLLOW UP: Due to no quorum, motion to accept the Financial Summary will be taken at February 20, 2024, Board meeting.

ISSUE: **Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital and Stafford Hospital Community Benefit Fund**

DISCUSSION: Ms. Williams announced that the RACSB has been awarded funding through the Joe and Mary Wilson Community Benefit fund of Mary Washington Hospital (\$40,000) and Stafford Hospital Community Benefit Fund (\$39,800) targeted to provide a therapist with Stafford County Public Schools. The therapist has been onboarded and is now working. Ms. Williams said that means we have therapists in three of our school districts including: Caroline County, Fredericksburg County and Stafford County. She also noted that not included in this fund, but Spotsylvania County Public Schools received a grant through DBHDS to contract with us to provide two therapists in Spotsylvania Schools, so we will be in four of our five school districts. Very grateful to Mary Washington Benefit Fund for supporting the positions in Fredericksburg and Stafford.

Adjournment

The meeting adjourned at 12:31 PM



Voice/TDD (540)373-3223 / Fax (540) 371-3733

NOTICE

To: Finance Committee:
Matt Zurasky (Chair), Susan Gayle, Jacob Parcell, Carol Walker, Melissa White,
Shawn Kiger

From: Joseph Wickens
Executive Director

Subject: Finance Committee Meeting
February 13, 2024 12:00 PM
600 Jackson Street, Board Room 208, Fredericksburg, VA

Date: February 8, 2024

A Finance Committee meeting has been scheduled for Tuesday, February 13, 2024, at 12:00PM. The meeting will be held at 600 Jackson Street, Board Room 208, Fredericksburg VA 22401.

We are looking forward to seeing you on Tuesday at 12:00 PM.

Finance Committee Meeting

February 13, 2024 – 12:00 PM

In-Person | 600 Jackson Street, Room 208 | Fredericksburg, VA 22401

Agenda

I.	Finance Committee Board Deck, <i>Cleveland</i>	3
	a. Summary of Cash Investments	
	b. Summary of Investment Portfolio	
	c. Fee Revenue Reimbursement	
	d. Fee Revenue Reimbursement-Without Credits	
	e. Fee Collection YTD and Quarterly	
	f. Write-Off Report	
	g. Health Insurance Account	
	h. OPEB	
	i. Payroll Statistics	
II.	Financial Summary, <i>Cleveland</i>	13
III.	Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital and Stafford Hospital Community Benefit Fund, <i>Williams</i>	17
IV.	Other Business, <i>Zurasky</i>	

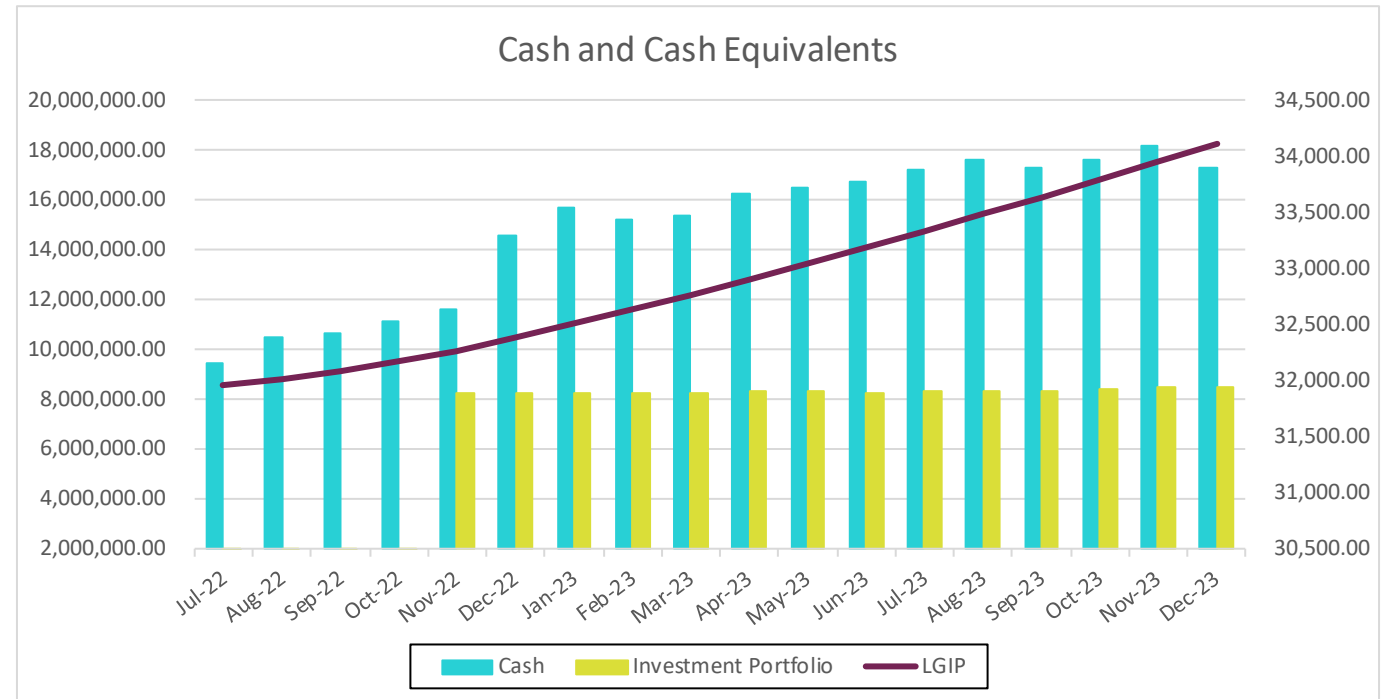
Finance Committee

FEBRUARY 13, 2024

Summary of Cash Investments

Depository		Rate	Comments
Atlantic Union Bank			
Checking	\$ 17,273,283	3.75%	
Investment Portfolio			
Cash Equivalents	3,547,216	2.46%	
Fixed Income	4,988,060	3.53%	
Total Investment	8,535,276		
Total Atlantic Union Bank	\$ 25,808,558		
Other			
Local Gov. Investment Pool	\$ 34,108	5.54%	Avg. Monthly Yeild
Total Investments	\$ 25,842,667		

	\$ Change	% Change
Change from Prior Month	\$ (823,189)	-3%
Change from Prior Year	\$ 2,968,610	13%
Average # Months Reserves on Hand:		6



Summary of Investment Portfolio

Asset Description	Shares/Face Value	Market Value	Total Cost	Unrealized Gain/Loss	Est. Income	Current Yield
Balance at 6/30/2023	\$ 8,511,825	\$ 8,310,338	\$ 8,347,703	\$ (37,365)	\$ 184,366	2%
Balance at 7/31/2023	\$ 8,514,417	\$ 8,315,552	\$ 8,350,295	\$ (34,742)	\$ 187,825	2%
Balance at 8/31/2023	\$ 8,548,050.10	\$ 8,338,842.90	\$ 8,368,724.22	\$ (29,881.32)	\$ 166,095.00	1.98%
Balance at 9/30/2023	\$ 8,538,796.07	\$ 8,346,410.48	\$ 8,375,741.14	\$ (29,330.66)	\$ 140,722.00	1.68%
Balance at 10/31/2023	\$ 8,596,446.94	\$ 8,394,801.76	\$ 8,417,949.00	\$ (23,147.24)	\$ 196,235.00	2.33%
Balance at 11/30/2023	\$ 8,618,388.86	\$ 8,477,832.45	\$ 8,483,158.02	\$ (5,325.57)	\$ 251,162.00	2.96%
Fidelity IMM Gov Class I Fund #57	\$ 132,899.64	132,899.64	\$ 132,899.64	\$ -	\$ 6,989.00	5.26%
US Treasury Bill (1/23/2024)	\$ 500,000.00	491,363.40	\$ 491,270.95	\$ 92.45		
US Treasury Bill (1/25/2024)	\$ 1,000,000.00	954,908.82	\$ 955,129.17	\$ (220.35)		
US Treasury Bill (2/13/2024)	\$ 1,000,000.00	\$ 993,410.84	\$ 993,266.11	\$ 144.73		
US Treasury Bill (6/20/2024)	\$ 1,000,000.00	\$ 974,632.90	\$ 974,236.88	\$ 396.02		
Total Cash Equivalents	\$ 3,632,899.64	\$ 3,547,215.60	\$ 3,546,802.75	\$ 412.85	\$ 6,989.00	0.20%
US Treasury Note (3/31/2024)	\$ 1,000,000.00	\$ 992,550.00	\$ 973,575.00	\$ 18,975.00	\$ 22,500.00	2.31%
US Treasury Note (7/31/2024)	\$ 1,000,000.00	\$ 988,230.00	\$ 978,733.75	\$ 9,496.25	\$ 30,000.00	3.07%
US Treasury Note (10/15/2025)	\$ 1,000,000.00	\$ 998,270.00	\$ 1,005,781.25	\$ (7,511.25)	\$ 42,500.00	4.23%
US Treasury Note (11/30/2024)	\$ 1,000,000.00	\$ 996,380.00	\$ 1,004,914.69	\$ (8,534.69)	\$ 45,000.00	4.48%
US Treasury Note (9/30/2025)	\$ 500,000.00	\$ 505,150.00	\$ 504,570.31	\$ 579.69	\$ 25,000.00	4.95%
US Treasury Note (10/15/2026)	\$ 500,000.00	\$ 507,480.00	\$ 506,738.28	\$ 741.72	\$ 23,125.00	4.56%
Total Fixed income	\$ 5,000,000.00	\$ 4,988,060.00	\$ 4,974,313.28	\$ 13,746.72	\$ 188,125.00	3.78%
Balance at 12/31/2023	\$ 8,632,899.64	\$ 8,535,275.60	\$ 8,521,116.03	\$ 14,159.57	\$ 195,114.00	2.29%

Fee Revenue Reimbursement

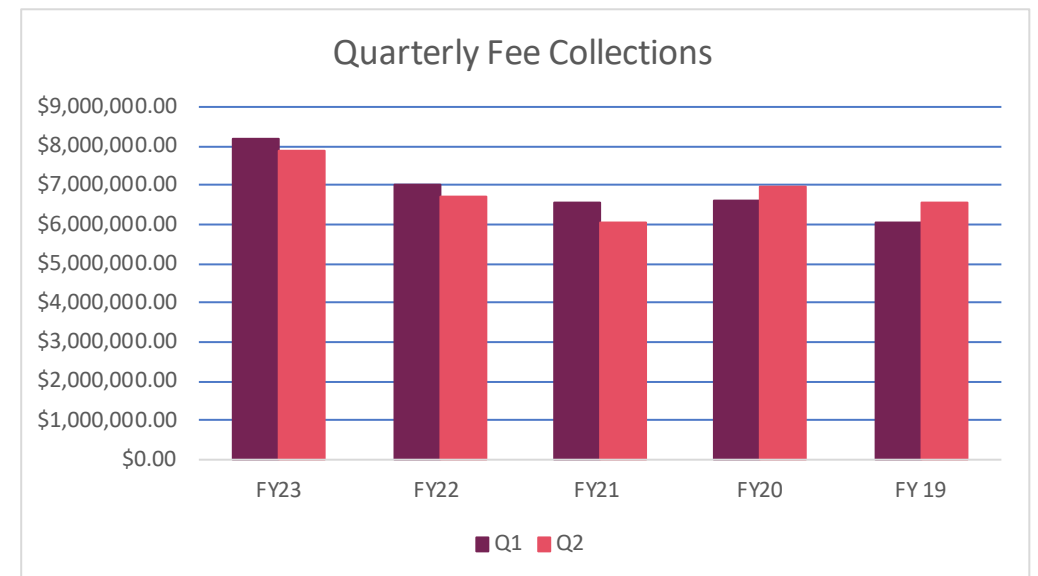
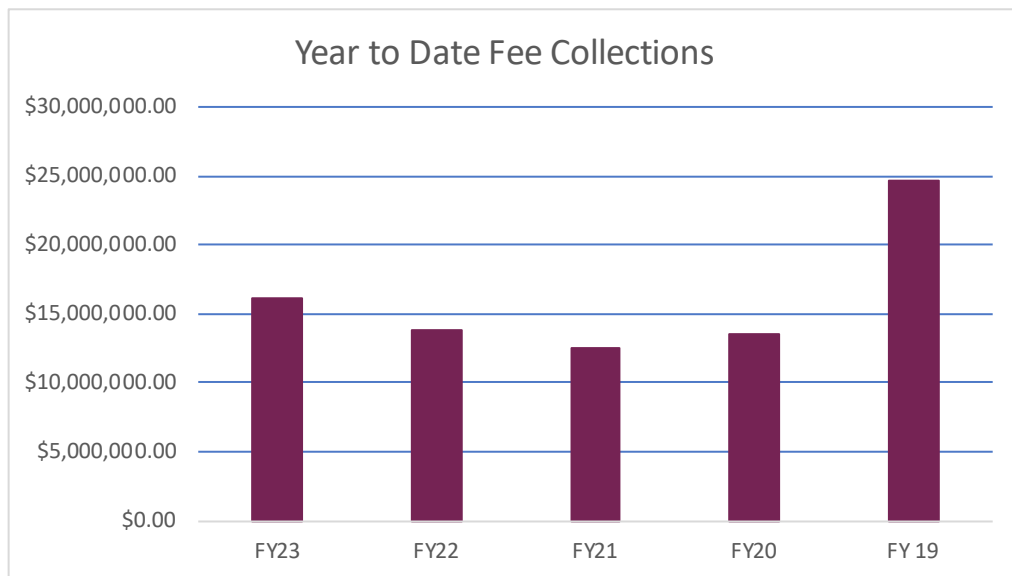
AGED CLAIMS		Current Month		Prior Month		Prior Year	
		%	\$	%	\$	%	\$
Total Claims Outstanding	Total	100%	\$6,865,946	100%	\$6,709,005	100%	\$5,915,583
	Consumers	53%	\$3,618,838	54%	\$3,605,852	42%	\$2,509,909
	3rd Party	47%	\$3,247,109	46%	\$3,103,153	58%	\$3,405,675
Claims Aged 0-29 Days	Consumers	1%	\$77,459	1%	\$92,049	2%	\$104,985
	3rd Party	45%	\$3,061,028	43%	\$2,906,958	53%	\$3,140,355
Claims Aged 30-59 Days	Consumers	1%	\$41,559	1%	\$39,867	6%	\$337,412
	3rd Party	1%	\$80,366	2%	\$117,318	2%	\$91,716
Claims Aged 60-89 Days	Consumers	1%	\$34,525	0%	\$23,110	0%	\$13,001
	3rd Party	1%	\$57,038	1%	\$90,976	1%	\$46,686
Claims Aged 90-119 Days	Consumers	0%	\$21,407	1%	\$55,064	2%	\$103,665
	3rd Party	1%	\$47,821	0%	\$24,761	1%	\$44,838
Claims Aged 120+ Days	Consumers	50%	\$3,443,888	51%	\$3,395,762	33%	\$1,950,846
	3rd Party	0%	\$856	-1%	-\$36,860	90 1%	\$82,079

CLAIM COLLECTIONS	
Current Year To Date Collections	\$15,150,804
Prior Year To Date Collections	\$16,070,212
\$ Change from Prior Year	(919,408.21)
% Change from Prior Year	-6%
<i>**\$398,000 of prior year collections was for FY22**</i>	

Fee Revenue Reimbursement – Without Credits

AGED CLAIMS		Current Month		Prior Month		Prior Year	
		%	\$	%	\$	%	\$
Total Claims Outstanding	Total	100%	\$6,865,946	100%	\$6,709,005	100%	\$5,915,583
	Consumers	53%	\$3,618,838	54%	\$3,605,852	42%	\$2,509,909
	3rd Party	47%	\$3,247,109	46%	\$3,103,153	58%	\$3,405,675
Claims Aged 0-29 Days	Consumers	1%	\$77,459	1%	\$92,049	2%	\$104,985
	3rd Party	45%	\$3,061,028	43%	\$2,906,958	53%	\$3,140,355
Claims Aged 30-59 Days	Consumers	1%	\$41,559	1%	\$39,867	6%	\$337,412
	3rd Party	1%	\$80,366	2%	\$117,318	2%	\$91,716
Claims Aged 60-89 Days	Consumers	1%	\$34,525	0%	\$23,110	0%	\$13,001
	3rd Party	1%	\$57,038	1%	\$90,976	1%	\$46,686
Claims Aged 90-119 Days	Consumers	0%	\$21,407	1%	\$55,064	2%	\$103,665
	3rd Party	1%	\$47,821	0%	\$24,761	1%	\$44,838
Claims Aged 120+ Days	Consumers	50%	\$3,443,888	51%	\$3,395,762	33%	\$1,950,846
	3rd Party	1%	\$61,571	1%	\$43,073	1%	\$82,079

Fee Collection YTD & QTD

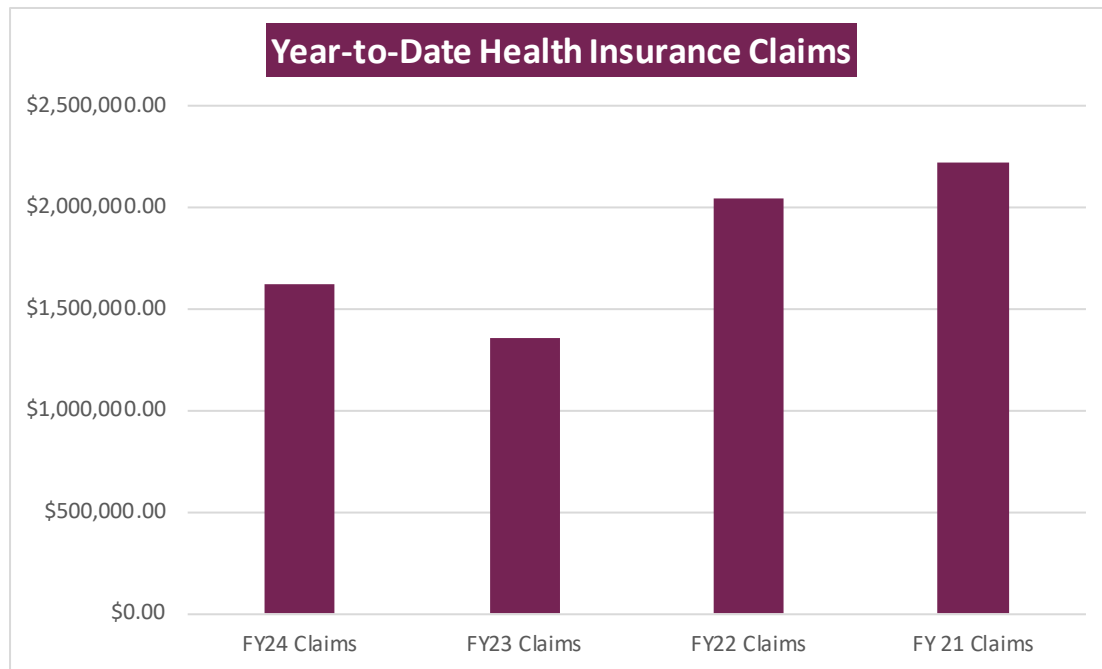


Write Off's – Current Month & YTD

Month: Dec 2023		
Write Off Code	Current YTD	Prior YTD
BANKRUPTCY	\$ 52.00	\$ 55.00
DECEASED	235.34	50.00
NO FINANCIAL AGREEMENT	4,609.34	1,741.60
SMALL BALANCE	120.68	69.94
UNCOLLECTABLE	129.04	280.00
FINANCIAL ASSISTANCE	115,958.14	123,026.10
NO SHOW	160.00	470.00
MAX UNITS/BENEFITS	2,642.44	4,495.21
PROVIDER NOT CREDENTIALLED	1,425.00	8,046.97
DIAGNOSIS NOT COVERED	395.00	235.00
NON-COVERED SERVICE	3,823.29	10,186.93
SERVICES NOT AUTHORIZED	7,702.74	14,252.16
PAST BILLING DEADLINE	780.08	3,312.63
MCO DENIED AUTH	-	18,279.56
INCORRECT PAYER	1,955.62	23,437.88
INVALID MEMBER ID	-	2,685.00
TOTAL	\$ 139,988.71	\$ 210,623.98

Year to Date: July - Dec 2023		
Write Off Code	Current YTD	Prior YTD
BAD ADDRESS	\$ 70.00	\$ -
BANKRUPTCY	438.32	3,750.55
DECEASED	355.34	3,956.95
NO FINANCIAL AGREEMENT	21,923.62	43,750.25
SMALL BALANCE	771.70	740.16
UNCOLLECTABLE	2,104.12	4,472.04
FINANCIAL ASSISTANCE	830,094.01	1,280,633.37
NO SHOW	4,337.60	2,470.00
MAX UNITS/BENEFITS	79,137.06	49,509.92
PROVIDER NOT CREDENTIALLED	52,699.70	35,995.03
ROLL UP BILLING	56,820.90	-
DIAGNOSIS NOT COVERED	1,035.00	2,220.00
NON-COVERED SERVICE	21,005.41	33,123.03
SERVICES NOT AUTHORIZED	75,194.54	129,791.28
PAST BILLING DEADLINE	17,308.98	42,657.31
MCO DENIED AUTH	-	18,279.56
INCORRECT PAYER	11,179.38	67,874.52
INVALID MEMBER ID	-	3,495.00
NO PRIMARY EOB	2,203.86	-
SPENDDOWN NOT MET	12,321.00	-
TOTAL	\$ 1,189,000.54	\$ 1,722,718.97

Health Insurance

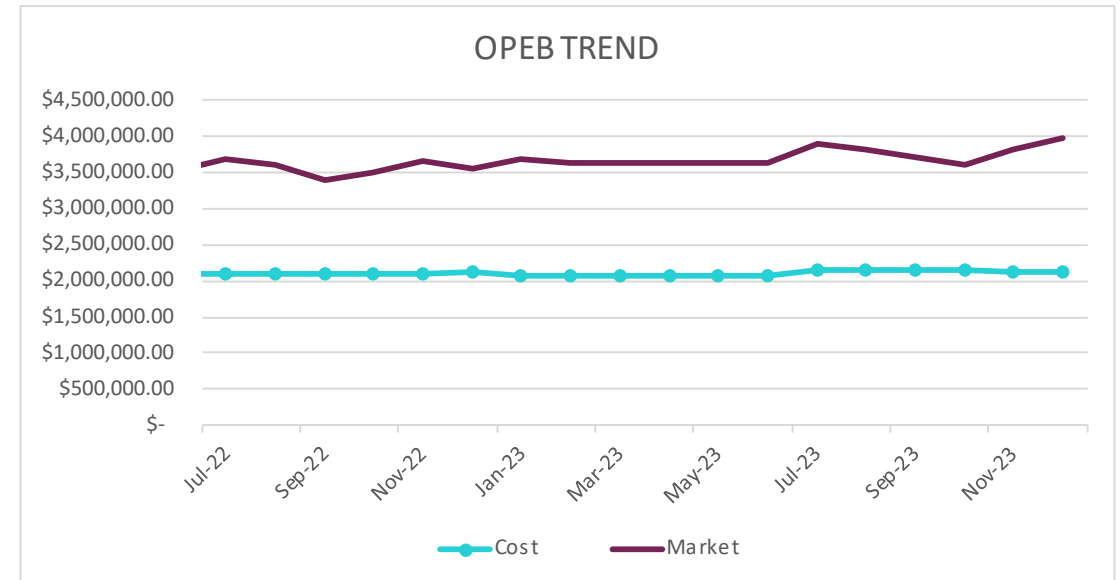


FY 2024	Monthly Premiums	Additional Premium Contributions	Monthly Claims & Fees	Interest	Balance
Beginning Balance					\$1,745,071
July	\$355,798		\$211,426	\$743	\$1,890,186
August	\$348,151		\$272,609	\$758	\$1,966,486
September	\$522,419		\$593,001	\$706	\$1,896,610
October	\$407,029		\$161,087	\$862	\$2,143,414
November	\$354,131		\$167,922	\$928	\$2,330,550
December	\$345,028		\$216,650	\$1,035	\$2,459,964
YTD Total	\$2,332,557	\$0	\$1,622,696	\$5,032	\$2,459,964

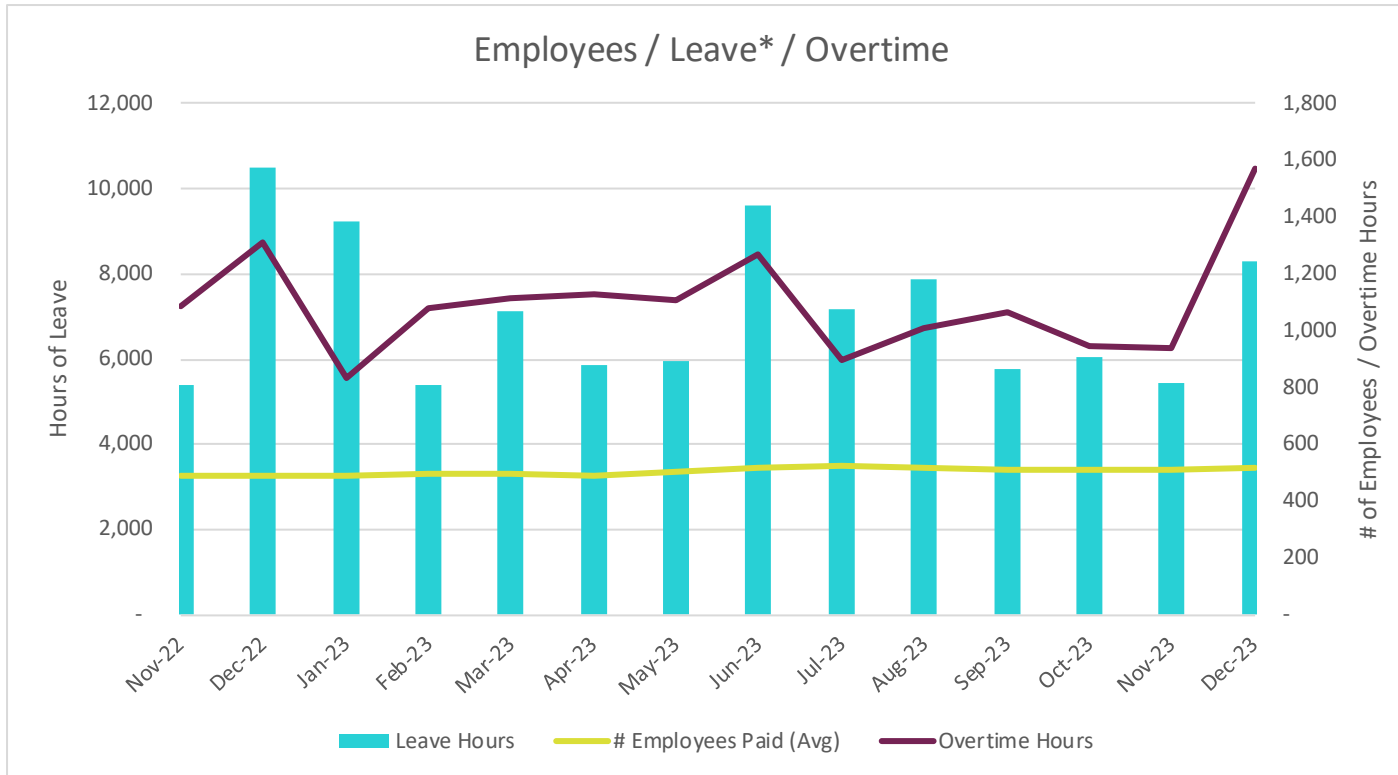
Historical Data	Average Monthly Claims	Monthly Average Difference from PY	Highest Month
FY 2024	\$270,449	\$56,073	\$593,001
FY 2023	\$214,376	(\$97,137)	\$284,428
FY 2022	\$311,513	(\$24,129)	\$431,613
FY 2021	\$335,642	\$14,641	\$588,906

Other Post Employment Benefit (OPEB)

	Cost Basis	Cost Variance From Inception	Market Basis	Market Variance From Inception
Initial Contribution	\$ 954,620		\$ 954,620	
FY 2023 Year-End Balance	\$ 2,135,292	\$ 1,119,005	\$ 3,807,041	\$ 2,685,538
Balance at 7/31/2023	\$ 2,135,226	\$ 1,180,606	\$ 3,892,944	\$ 2,938,324
Balance at 8/31/2023	\$ 2,134,934	\$ 1,180,314	\$ 3,821,233	\$ 2,866,613
Balance at 9/30/2023	\$ 2,134,935	\$ 1,180,315	\$ 3,702,943	\$ 2,748,323
Balance at 10/31/2023	\$ 2,134,811	\$ 1,180,191	\$ 3,605,233	\$ 2,650,613
Balance at 11/30/2023	\$ 2,134,247	\$ 1,179,627	\$ 3,823,620	\$ 2,869,000
Realized Gain/(Loss)				
Unrealized Gain/(Loss)			\$ 149,708	
Fees & Expenses				
Transfers/Contributions				
Balance at 12/31/2023	\$ 2,134,247	\$ 1,179,627	\$ 3,973,328	\$ 3,018,708



Payroll Statistics



Indicators	FY 2022 Average Per Pay Period	FY 2023 Average Per Pay Period	FY 2024 Average Per Pay Period
# Employees Paid	506	499	515
Leave Hours	4,196	3,473	3,384
Overtime Hours	279	473	495

December 2023 - Employee Categories	
Full Time	452
Part Time	53
PRN	28

RACSB
FY 2024 FINANCIAL REPORT
Fiscal Year: July 1, 2023 through June 30, 2024
Report Period: July 1, 2023 through December 31, 2023

MENTAL HEALTH

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2024	ACTUAL YTD	%	BUDGET FY 2024	ACTUAL YTD	%		
INPATIENT	0	73,150	0.00%	0	53,150	0.00%	20,000	27%
OUTPATIENT (FED)	2,442,643	1,521,952	62.31%	2,442,643	1,462,919	59.89%	59,034	4%
MEDICAL OUTPATIENT (R) (FED)	4,420,904	2,031,598	45.95%	4,420,904	2,155,891	48.77%	(124,293)	-6%
ACT NORTH (R)	875,000	476,018	54.40%	875,000	432,053	49.38%	43,965	9%
ACT SOUTH (R)	875,000	441,602	50.47%	875,000	401,408	45.88%	40,194	9%
CASE MANAGEMENT ADULT (FED)	1,043,065	439,562	42.14%	1,043,065	540,908	51.86%	(101,346)	-23%
CASE MANAGEMENT CHILD & ADOLESCENT (FED)	1,031,998	384,075	37.22%	1,031,998	394,822	38.26%	(10,747)	-3%
PSY REHAB & KENMORE EMP SER (R) (FED)	703,184	337,054	47.93%	703,184	357,955	50.90%	(20,901)	-6%
PERMANENT SUPPORTIVE HOUSING (R)	2,295,862	2,396,441	104.38%	2,295,862	854,960	37.24%	1,541,482	64%
CRISIS STABILIZATION (R)	2,149,875	608,299	28.29%	2,149,875	665,635	30.96%	(57,336)	-9%
SUPERVISED RESIDENTIAL	360,841	370,623	102.71%	360,841	244,782	67.84%	125,841	34%
SUPPORTED RESIDENTIAL	781,947	361,946	46.29%	781,947	444,938	56.90%	(82,992)	-23%
JAIL DIVERSION GRANT (R)	94,043	62,314	66.26%	94,043	45,319	48.19%	16,995	27%
JAIL & DETENTION SERVICES	523,537	250,510	47.85%	523,537	172,192	32.89%	78,318	31%
SUB-TOTAL	17,597,900	9,755,145	55%	17,597,900	8,226,932	47%	1,528,213	16%

DEVELOPMENTAL SERVICES

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2024	ACTUAL YTD	%	BUDGET FY 2024	ACTUAL YTD	%		
CASE MANAGEMENT	3,600,846	1,657,880	46.04%	3,600,846	1,651,446	45.86%	6,434	0%
DAY HEALTH & REHAB *	4,969,885	2,159,164	43.44%	4,969,885	2,289,058	46.06%	(129,895)	-6%
GROUP HOMES	6,280,744	3,492,518	55.61%	6,280,744	2,578,007	41.05%	914,511	26%
RESPIRE GROUP HOME	749,912	111,274	14.84%	749,912	287,151	38.29%	(175,877)	-158%
INTERMEDIATE CARE FACILITIES	4,295,140	1,655,938	38.55%	4,295,140	2,021,183	47.06%	(365,245)	-22%
SUPERVISED APARTMENTS	1,682,792	1,392,245	82.73%	1,682,792	772,238	45.89%	620,007	45%
SPONSORED PLACEMENTS	2,116,891	1,257,675	59.41%	2,116,891	1,067,007	50.40%	190,668	15%
SUB-TOTAL	23,696,210	11,726,695	49.49%	23,696,210	10,666,091	45.01%	1,060,603	9%

(R) Restricted Funding within program
(FED) Federal Reimbursement process within program

RACSB
FY 2024 FINANCIAL REPORT
Fiscal Year: July 1, 2023 through June 30, 2024
Report Period: July 1, 2023 through December 31, 2023
SUBSTANCE ABUSE

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2024	ACTUAL YTD	%	BUDGET FY 2024	ACTUAL YTD	%		
SA OUTPATIENT (R) (FED)	1,616,928	752,570	46.54%	1,616,928	707,659	43.77%	44,911	6%
MAT PROGRAM (R) (FED)	774,936	190,413	24.57%	774,936	501,308	64.69%	(310,895)	-163%
CASE MANAGEMENT (R) (FED)	232,071	111,240	47.93%	232,071	54,563	23.51%	56,677	51%
RESIDENTIAL (R)	69,049	103,573	150.00%	69,049	38,277	55.43%	65,297	63%
PREVENTION (R) (FED)	867,515	158,894	18.32%	867,515	273,409	31.52%	(114,515)	-72%
LINK (R) (FED)	290,801	165,847	57.03%	290,801	114,225	39.28%	51,622	31%
SUB-TOTAL	3,851,301	1,482,538	38%	2,234,372	1,689,440	76%	(251,814)	-17%

SERVICES OUTSIDE PROGRAM AREA

PROGRAM	REVENUE			EXPENDITURES			ACTUAL Variance	VARIANCE / REVENUE
	BUDGET FY 2024	ACTUAL YTD	%	BUDGET FY 2024	ACTUAL YTD	%		
EMERGENCY SERVICES (R)	1,712,988	1,205,247	70.36%	1,327,096	523,724	39.46%	681,523	57%
CHILD MOBILE CRISIS (R)	371,304	1,494	0.40%	320,728	24,618	7.68%	(23,124)	-1548%
CIT ASSESSMENT SITE (R)	290,495	163,203	56.18%	289,481	184,458	63.72%	(21,255)	-13%
CONSUMER MONITORING (R) (FED)	133,656	11,892	8.90%	139,646	169,207	121.17%	(157,316)	-1323%
ASSESSMENT AND EVALUATION (R)	390,825	201,965	51.68%	739,048	234,474	31.73%	(32,508)	-16%
SUB-TOTAL	2,899,269	1,583,801	54.63%	2,815,999	1,136,481	40.36%	447,320	28%

ADMINISTRATION

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE
	BUDGET FY 2024	ACTUAL YTD	%	BUDGET FY 2024	ACTUAL YTD	%	
ADMINISTRATION (FED)	130,080	344,180	264.59%	130,080	344,180	264.59%	0
PROGRAM SUPPORT	4,354	11,500	264.11%	4,354	11,500	264.11%	0
SUB-TOTAL	134,434	355,680	264.58%	134,434	355,680	264.58%	0
ALLOCATED TO PROGRAMS				4,268,473	2,427,689	56.87%	

(R) Restricted Funding within program
(FED) Federal Reimbursement process within program

RACSB
FY 2024 FINANCIAL REPORT
Fiscal Year: July 1, 2023 through June 30, 2024
Report Period: July 1, 2023 through December 31, 2023
FISCAL AGENT PROGRAMS
PART C AND HEALTHY FAMILY PROGRAMS

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2024	ACTUAL YTD	%	BUDGET FY 2024	ACTUAL YTD	%		
INTERAGENCY COORDINATING COUNCIL (R)	1,721,538	1,271,199	73.84%	1,721,538	465,494	27.04%	805,705	63%
INFANT CASE MANAGEMENT (R)	808,195	472,616	58.48%	808,195	437,627	54.15%	34,989	7%
EARLY INTERVENTION (R)	2,178,718	714,477	32.79%	2,178,718	1,044,501	47.94%	(330,024)	-46%
TOTAL PART C	4,708,452	2,458,291	52.21%	4,708,452	1,947,621	41.36%	510,670	21%
HEALTHY FAMILIES (R)	280,006	126,866	45.31%	280,006	106,708	38.11%	20,158	16%
HEALTHY FAMILIES - MIECHV Grant (R) (REIM)	315,601	129,894	41.16%	315,601	162,127	51.37%	(32,233)	-25%
HEALTHY FAMILIES-TANF & CBCAP GRANT (R) (REIM)	459,084	107,688	23.46%	459,084	267,568	58.28%	(159,880)	-148%
TOTAL HEALTHY FAMILY	1,054,691	364,447	34.55%	1,054,691	536,403	50.86%	(171,955)	-47%

(R) Restricted Funding within program
(FED) Federal Reimbursement process within program

RACSB
FY 2024 FINANCIAL REPORT
Fiscal Year: July 1, 2023 through June 30, 2024
Report Period: July 1, 2023 through December 31, 2023

RECAP FY 2024 BALANCES

	REVENUE	EXPENDITURES	NET	NET / REVENUE
MENTAL HEALTH	9,759,145	8,262,390	1,496,754	15%
DEVELOPMENTAL SERVICES	11,737,625	10,666,341	1,071,284	9%
SUBSTANCE ABUSE	1,482,538	1,689,440	(206,902)	-14%
SERVICES OUTSIDE PROGRAM AREA	1,583,801	1,136,481	447,320	28%
ADMINISTRATION	355,680	355,680	0	0%
FISCAL AGENT PROGRAMS	2,822,739	2,484,024	338,715	12%
TOTAL	27,741,528	24,594,357	3,147,171	11%

Restricted Funds	\$ 2,096,501
Unrestricted Funds	1,050,670
Total	\$ 3,147,171

RECAP FY 2023 BALANCES

	REVENUE	EXPENDITURES	NET	NET / REVENUE
MENTAL HEALTH	9,071,674	7,397,430	1,674,244	18%
DEVELOPMENTAL SERVICES	11,852,625	10,249,585	1,603,041	14%
SUBSTANCE ABUSE	2,197,021	1,835,119	361,902	16%
SERVICES OUTSIDE PROGRAM AREA	1,532,203	1,152,570	379,634	25%
ADMINISTRATION	114,871	114,871	0	0%
FISCAL AGENT PROGRAMS	2,968,277	2,489,056	479,222	16%
TOTAL	27,736,671	23,238,629	4,498,042	16%

	\$ Change	% Change
Change in Revenue from Prior Year	\$ 4,857	0.02%
Change in Expense from Prior Year	\$ 1,355,729	5.83%
Change in Net Income from Prior Year	\$ (1,350,871)	-30.03%

*Unaudited Report

To: Joe Wickens, Executive Director

From: Brandie Williams, Deputy Executive Director

Re: Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital and Stafford Hospital Community Benefit Fund

Date: January 29, 2024

The Rappahannock Area Community Services Board has been awarded funding through the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital (\$40,000) and Stafford Hospital Community Benefit Fund (\$39,800) targeted to provide a therapist within Stafford County Public Schools.

The Children and Adolescent Behavioral Health Supports Program initiative provides evidenced-based, recovery-oriented service treatment using a model that provides comprehensive, locally-based clinical and recovery support services to children and adolescents experiencing increased behavioral health needs. This funding opportunity would expand this existing program by adding one full-time Child and Adolescent Therapist. The program has already established partnerships with Caroline County and Fredericksburg City and has two therapists actively providing services. This funding will allow RACSB to partner with Stafford County Public Schools to target children/adolescents experiencing behavioral needs to receive enhanced services. Co-located and community-based services increase access for individuals who may not typically have been enrolled in traditional RACSB services. Priority areas addressed include increasing access; addressing trauma, grief, and loss; children's behavioral health services; and indirectly providing associated supports and services using transportation of school system.



Mary Washington Healthcare
Stafford Hospital

Community Benefit Fund
Letter of Agreement

January 19, 2024

Mr. Joseph Wickens, Executive Director
Rappahannock Area Community Services Board
600 Jackson Street
Fredericksburg, VA 22401

Dear Mr. Wickens:

Congratulations. I am delighted to inform you that your request for a Stafford Hospital (SH) Community Benefit Fund grant for the ***Children and Adolescents Behavioral Health Supports Program*** has been approved by the Stafford Hospital Board of Trustees for partial funding in the amount of \$39,800. The grant award period is January 1, 2024, through December 31, 2024.

This Letter of Agreement sets forth the terms of the grant and the manner in which it will be administered. It includes a description of the program; the specific personnel, items or operations for which the SH Community Benefit Fund will be paying; reporting requirements; payment process; program evaluation; restrictions, if any, and limitations.

Please carefully review the stated objectives in this Letter of Agreement. If you feel the objectives are unattainable, please contact the Foundation office immediately. If you choose to accept the grant and program objectives as stated, please understand that future funding requests and funding decisions will include a full review of your organization's ability to meet these objectives.

Please read the terms of this letter carefully to ensure that you understand and agree with them. Sign both copies, keep one for your records, and return one complete copy to the Foundation.

Payment Process

In order to receive your grant check, you must first submit your signed Letter of Agreement. Once received, your grant check will be mailed to your attention.

Materials to be used for submitting mandatory reports will be sent electronically to the email address on file.

If you would like to schedule an appointment to review your reporting responsibilities, please call Tamara Robinson, Grantor and Community Benefit Funds Manager, at 540-741-1433 to arrange a meeting.

Restrictions in payment process, if any, are as follows: None

Program Description: The Children and Adolescent Behavioral Health supports program initiative, provides evidence-based, recovery-oriented treatment using a model that provides comprehensive, locally based clinical and recovery support services to children and adolescents experiencing behavioral health needs. The program provides a comprehensive assessment, including screenings and referrals for treatment, care management, counseling services, and family support services. The initiative will partner with a Stafford County School system in our service area to target children / adolescents experiencing behavioral health needs to receive enhanced services. Currently the program serves students from Fredericksburg City and Caroline County Public Schools. The grant will expand the existing program by adding one full-time Child and Adolescent Therapist.

Use of Foundation Funds: Funds are restricted to supporting the personnel cost and payroll taxes for the Child and Adolescent Therapist.

Specific Program Objectives to be accomplished within the grant period:

1. Refer a minimum of 300 local students from school systems who are assessed and meet eligibility criteria and a minimum of 75 students served will be directly attributed to this funding opportunity.
2. At least 75% of students enrolled in the program will report fewer absences or removals from the school environment within six months of services compared to the previous six-month period for students with at least one removal in six months preceding service.

Reporting Requirements:

Reports are submitted every six months. An interim report and an annual report are required for each grant award. The interim report is a progress report that is used to track early progress and determine funding eligibility for the continuation application. The annual report is a reflective exercise involving evaluation of outcomes and lessons learned; both reports include financial and demographic reporting. Report due dates are:

Interim Report due July 2, 2024

Annual Report due February 15, 2025

If a deadline falls on a weekend or holiday, the report is due on the next business day.

Guidelines for Expenditure of Grant Funds:

In order to comply with applicable tax laws, regulations, and Stafford Hospital (SH) and Stafford Hospital Foundation policies, it is expected that your organization will accept these funds with the following understanding that:

- Grant funds distributed will be used only for the purposes designated in your Letter of Agreement unless otherwise approved by Stafford Hospital.
- No funds will be used for political campaigns or to support attempts to influence legislation of any governmental body.
- If your organization loses its tax-exempt status or ceases to operate, any unexpended funds will be returned to Stafford Hospital.
- Proper accounting records of the expenditure of funds will be maintained by the grantee organization.
- Stafford Hospital reserves the right to make public any recipient's name, the program name, and the amount of the grant. All confidential information provided by the recipient on the grant application will remain confidential.

Program Evaluation:

Each funded program will be evaluated utilizing progress reports and site visits. These instruments will be used to determine:

- the extent to which the program has met its objectives;
- the organization's progress in generating or attracting resources to sustain the program;
- the extent of community commitment and support for the program;
- the cost-effectiveness of the program's approach;
- the extent to which the program has met the criteria of the SH Community Benefit Fund; and
- the impact of the program on the target population.

Public Relations and Communications:

Required Action: Within 30 days of receiving the SH Community Benefit Fund grant, the recipient agency is required to send a Press Release to local media outlets announcing the grant award. If you maintain a website, you are required to post an announcement of the SH Community Benefit Fund grant on your website.

Please forward a copy of your Press Release and website link to SH Foundation, Attn: Grantor and Community Benefit Funds Manager, 2600 Mary Washington Blvd., Fredericksburg, VA 22401 or email to tamara.robinson@mwhc.com

In addition, please use the Stafford Hospital logo in publications and materials to credit Stafford Hospital for the grant you have been awarded. To obtain the logo, or if you have any questions concerning the appropriate usage of the logo, please contact Tamara N. Robinson, Grantor and Community Benefit Funds Manager, at 540-741-1433.

Copies of any published materials mentioning the program shall be provided to the Foundation as soon as they become available. Please provide the Foundation with the opportunity to participate in any public ceremonies or special events highlighting the program.

Limit of Commitment:

Unless otherwise stipulated in writing, this grant is made with the understanding that neither Stafford Hospital nor Stafford Hospital Foundation has an obligation to provide other or additional support to the grantee organization.

Thank you for providing such a worthy program for the community. Stafford Hospital is pleased to provide financial assistance through the SH Community Benefit Fund for your most deserving program. If you have any questions, please do not hesitate to contact me at 741-1512 or Ms. Robinson at 741-1433.

Sincerely,



Xavier R. Richardson, Executive Vice President
Corporate Development and Community Affairs

As an agent of Rappahannock Area Community Services Board, I agree to comply with the terms of this grant as specified above.



Deputy Executive Director's Name (please print)



Deputy Executive Director's Signature

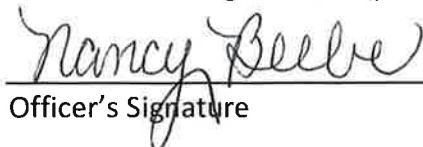
1/22/24

Date

Chair of Board of Directors/Nancy Beebe

Officer of the Organization (please print)

Title



Officer's Signature

Date



Mary Washington Healthcare
Mary Washington Hospital

Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation
Letter of Agreement

January 19, 2024

Mr. Joseph Wickens, Executive Director
Rappahannock Area Community Services Board
600 Jackson Street
Fredericksburg, VA 22401

Dear Mr. Wickens:

Congratulations. I am delighted to inform you that your request for a Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation grant for ***Children and Adolescents Behavioral Health Supports Program*** has been approved by the Mary Washington Hospital Board of Trustees for partial funding in the amount of \$40,000. The grant period is January 1, 2024, through December 31, 2024.

This Letter of Agreement sets forth the terms of the grant and the manner in which it will be administered. It includes a description of the program; the specific personnel, items or operations for which the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation will be paying; reporting requirements; payment process; program evaluation; restrictions, if any; and limitations.

Please carefully review the stated objectives in this Letter of Agreement. If you feel the objectives are unattainable, please contact the Foundation office immediately. If you choose to accept the grant and program objectives as stated, please understand that future funding requests and funding decisions will include a full review of your organization's ability to meet these objectives.

Please read the terms of this letter carefully to ensure that you understand and agree with them. Please sign both copies, keep one for your records, and return one complete copy to the Foundation.

Payment Process

In order to receive your grant check, you must first return your signed Letter of Agreement. Once received, your grant check will be mailed to your attention. Materials to be used for submitting mandatory reports will be sent electronically to the email address on file.

If you would like to schedule an appointment to review your reporting responsibilities, please call Tamara N. Robinson, Grantor and Community Benefit Funds Manager, at 540-741-1433 to arrange a meeting.

Restrictions in payment process, if any, are as follows:

None

Program Description: The Children and Adolescent Behavioral Health supports program initiative, provides evidence-based, recovery-oriented treatment using a model that provides comprehensive, locally based clinical and recovery support services to children and adolescents experiencing behavioral health needs. The program provides a comprehensive assessment, including screenings and referrals for treatment, care management, counseling services, and family support services. The initiative will partner with a Stafford County School system in our service area to target children / adolescents experiencing behavioral health needs to receive enhanced services. Currently the program serves students from Fredericksburg City and Caroline County Public Schools. The grant will expand the existing program by adding one full-time Child and Adolescent Therapist.

Use of Foundation Funds: Funds are restricted to supporting the personnel cost and payroll taxes for the Child and Adolescent Therapist.

Specific Program Objectives to be accomplished within the grant period:

1. Refer a minimum of 300 local students from school systems who are assessed and meet eligibility criteria and a minimum of 75 students served will be directly attributed to this funding opportunity.
2. At least 75% of students enrolled in the program will report fewer absences or removals from the school environment within six months of services compared to the previous six-month period for students with at least one removal in six months preceding service.

Reporting Requirements:

Reports are submitted every six months. An interim report and an annual report are required for each grant award. The interim report is a progress report that is used to track early progress and determine funding eligibility for the continuation application. The annual report is a reflective exercise involving evaluation of outcomes and lessons learned; both reports include financial and demographic reporting.

Please note that an invitation to apply for continued funding will be based on program performance as exhibited through the interim report. Ensure that you submit this report on time and that you complete all sections fully. Report due dates are:

Interim Report due July 2, 2024

Annual Report due February 15, 2025

Distribution of Grant Funds:

In order to comply with applicable tax laws, regulations and Mary Washington Hospital (MWH) and Mary Washington Hospital Foundation policy, the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation provides grant support to your organization with the understanding that:

- Grant funds distributed will be used only for the purposes designated in your Letter of Agreement unless otherwise approved by Mary Washington Hospital Foundation.
- No funds will be used for political campaigns or to support attempts to influence legislation of any governmental body.
- If your organization loses its tax-exempt status or ceases to operate, any unexpended funds will be immediately returned to Mary Washington Hospital.
- Adequate accounting records of the expenditure of funds will be maintained by the grantee organization.
- Mary Washington Hospital and Mary Washington Hospital Foundation reserve the right to make public any recipient's name, the program name, and the amount of the grant. All confidential information provided by the recipient on the grant application will remain confidential.

Program Evaluation:

Each funded program will be evaluated utilizing progress reports and site visits. These instruments will be used to determine:

- the extent to which the program has met its objectives;
- the organization's progress in generating or attracting resources to sustain the program;
- the extent of community commitment and support for the program;
- the cost-effectiveness of the program's approach;
- the extent to which the program has met the criteria of the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation; and
- the impact of the program on the target population.

Public Relations and Communications:

Required Action: Within 30 days of receiving the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation grant, the recipient agency is required to send a Press Release to local media outlets announcing the grant award. If you maintain a website, you are required to post an announcement of the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation grant on your website.

Please forward a copy of your Press Release and website link to MWH Foundation, Attn: Grantor and Community Benefit Funds Manager, 2600 Mary Washington Blvd., Fredericksburg, VA 22401 or email to tamara.robinson@mwhc.com.

In addition, please use the Mary Washington Hospital logo in publications and materials to credit the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital

Foundation for the grant you have been awarded. To obtain the logo, or if you have any questions concerning the appropriate usage of the logo, contact Tamara N. Robinson, Grantor and Community Benefit Funds Manager, 540-741-1433.

Copies of any published materials mentioning the program shall be provided to the Mary Washington Hospital Foundation as soon as they become available. Please provide the Foundation with the opportunity to participate in any public ceremonies or special events highlighting the program.

Limit of Commitment:

Unless otherwise stipulated in writing, this grant is made with the understanding that neither Mary Washington Hospital nor Mary Washington Hospital Foundation has an obligation to provide other or additional support to the grantee organization.

Thank you for providing such a worthy program for the community. Mary Washington Hospital is pleased to provide financial assistance through the Joe and Mary Wilson Community Benefit Fund of Mary Washington Foundation for your most deserving program. If you have any questions, please do not hesitate to contact me at 741-1606 or Ms. Robinson, 540-741-1433.

Sincerely,



Xavier R. Richardson, Executive Vice President
Corporate Development and Community Affairs

As an agent of Rappahannock Area Community Services Board, I agree to comply with the terms of this grant as specified above.

Joseph Wickens
Executive Director's Name (please print)

[Signature] 1/22/24
Executive Director's Signature Date

Nancy Beebe Chair, Board of Directors
Officer of the Organization (please print) Title

Nancy Beebe
Officer's Signature Date

Rappahannock Area Community Services
Board Personnel Committee Meeting
Tuesday February 13, 2024 at 12:30 p.m.
600 Jackson Street, Board Room 208
Fredericksburg, VA

PRESENT

Claire Curcio
Matt Zurasky
Nancy Beebe
Bridgette Williams

ABSENT

Melissa White
Kenneth Lapin
Sarah Ritchie
Susan Gayle
Jacob Parcell
Shawn Kiger
Carol Walker
Greg Sokolowski
Glenna Boerner

OTHERS PRESENT

Joseph Wickens, Executive Director
Brandie Williams, Deputy Executive Director
Tina Cleveland, Finance and Administration Director
Teresa McDonnell, Acting Human Resources Director
Jacque Kobuchi, Clinical Services Director
Amy Umble, Public Information Officer
Nathan Reese, IT Coordinator
Stephanie Terrell, Compliance Director
Amy Jindra, Community Support Services Director

Call to order – Ms. Curcio for Ms. Gayle

A meeting of the Personnel Committee of Rappahannock Area Community Services Board was held at 600 Jackson Street on February 13, 2024

ISSUE: **January 2024 EEO Report and Recruitment Update**

DISCUSSION: Ms. McDonnell told the committee that RACSB continues to receive a large number of applications through the new hiring portal. For the month of January 2024, RACSB received 1363 applications. Of the applications received, 74 applicants listed the RACSB applicant website as their recruitment source, 41 stated employee referrals as their recruitment source, and 1054 listed job boards as their recruitment source.

ISSUE: **Open Positions Report**

DISCUSSION: Ms. McDonnell shared with the committee a list that provided the

number of open positions. Currently, there are 95 open positions.

ISSUE: January 2024 Retention Report

DISCUSSION: Ms. McDonnell reported that Human Resources processed a total of 6 employee separations resulting in a Retention Rate of 99.0% for the month of January 2024.

ISSUE: CSB Workforce Reporting Overview

DISCUSSION: Ms. McDonnell provided the committee a report that defined certain position categories for the reporting of vacancy rate, turnover rate and salary information for the second quarter of FY2024.

Adjournment

The meeting adjourned at 12:45 PM

Voice/TDD (540) 373-3223 | Fax (540) 371-3753

NOTICE

To: Personnel Committee
Susan Gayle (Chair), Glenna Boerner, Claire Curcio, Sarah Ritchie, Greg Sokolowski, Carol Walker, Jacob Parcell, Ken Lapin, Melissa White

From: Joseph Wickens
Executive Director

Subject: Personnel Committee Meeting
February 13, 2024 12:30 PM
600 Jackson Street, Board Room 208, Fredericksburg, VA

Date: February 8, 2024

A Personnel Committee Meeting has been scheduled for Tuesday, February 13, 2024, at 12:30 PM. The meeting will be held at 600 Jackson Street, Board Room 208, Fredericksburg VA 22401.

We are looking forward to seeing you on Tuesday at 12:30PM.

RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD

PERSONNEL COMMITTEE MEETING

*February 13, 2024 12:30 PM
600 Jackson Street, Room 208
Fredericksburg, VA 22401*

a g e n d a

- | | | |
|------|--|----------|
| I. | SUMMARY – JANUARY 2024 RETENTION AND
TURNOVER REPORT – | MCDONNEL |
| II. | SUMMARY – JANUARY 2024 EEO REPORT AND
RECRUITMENT UPDATE - | MCDONNEL |
| III. | OPEN POSITIONS REPORT | MCDONNEL |
| IV. | CSB WORKFORCE REPORTING OVERVIEW | MCDONNEL |



Office of Human Resources
600 Jackson Street • Fredericksburg, VA 22401 • 540-373-3223
RappahannockAreaCSB.org

MEMORANDUM

To: Joe Wickens, Executive Director

From: Teresa McDonnel, Human Resources Coordinator

Date: February 2, 2024

Re: Summary – January 2024 EEO Report and Recruitment Update

RACSB continues to receive a large number of applications through the new hiring portal. For the month of January 2024, RACSB received **1363** applications.

Of the applications received, 74 applicants listed the RACSB applicant website as their recruitment source, 41 stated employee referrals as their recruitment source, and 1054 listed job boards as their recruitment source.

According to the attached list, there are currently **95** open positions.

A summary is attached indicating external applicants hired, internal applicants moved, and actual number of applicants applying for positions in the month of **January 2024**.

EEO Report 2024

APPLICANT DATA	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
Female	46	33	51	65	60	48	47	70	39	53	46	44	66
Male	5	27	6	11	23	8	7	11	11	12	10	5	17
Not Supplied	54	39	49	68	72	54	58	54	38	61	36	1881	1280
Total	105	99	106	144	155	110	112	135	88	126	92	1930	1363
ETHNICITY													
Caucasian	39	27	31	44	42	24	29	42	23	25	25	21	44
African American	18	26	25	32	37	24	23	33	25	29	27	27	27
Hispanic	8	7	7	3	3	5	6	6	6	9	3	0	0
Asian	1	3	2	1	1	3		4	1	1	3		2
American Indian					1	1		1	1	2			
Native Hawaiian		2				2		1	1	2			
Two or More Races													2
RECRUITMENT SOURCE													
Newspaper Ads	2	3		1	2	1		1	1	2			
RACSB Website	48	53	45	42	81	50	47	74	24	58	60	92	74
RACSB Intranet	2	7	4	5	11		6	5	3	4	3		
Employee Referrals	37	26	35	48	32	38	39	43	44	41	20	65	41
Radio Ads				2	2								
Job Boards												1171	1054
Indeed.com	19	9	22	31	28	15	12	21	10	12	6		
VA Employment Commission		2	2		1			6	4	3	2		
Monster.com													
Other -	1	6	1	4	5	3	3	4	3	1		24	29
VA Peer Recovery Specialist Site										2			
Colleges/Handshake			1							5	1		
Facebook	1												5
Multi Site Search			1	1	1	3	2		1	1	3	4	
NHSC													
Linked In										1			
Goodwill referral													
Zip Recruiter	2	5	3	3	5	1	4	1	2	1	2		69
Job Fair	2	2	1	2		1			1	1		1	
Total # of Applicants	75	62	83	115	110	80	89	102	67	100	60	1324	1363

Open Positions Report		1/31/2024		
Date	Job #	Job Title	Department	FT/PT
12/6/2023	1053265	Accounting Specialist	Accounting	Full Time
12/7/2023	1053557	Internal Auditor	Accounting	Full Time
12/8/2023	1060699	Financial Analyst	Accounting	Full Time
12/12/2023	1057295	Accounting Coordinator	Accounting	Full Time
12/28/2023	1067942	Coordinator, Compliance	Compliance	Full Time
1/10/2024	1078140	Director, Human Resources	Executive	Full Time
1/4/2024	1073265	Specialist, Human Resources	Human Resources	Full Time
				7
12/7/2023	1053558	Therapist, MHSA Outpatient - Caroline	Outpatient Services	Full Time
12/7/2023	1053832	Therapist, MH Outpatient - Stafford	Outpatient Services	Full Time
12/12/2023	1056889	Therapist, SA - Spotsylvania	Outpatient Services	Full Time
12/11/2023	1060890	Office Manager II - Stafford	Outpatient Services	Full Time
1/18/2024	1087785	Office Associate II - Fredericksburg	Outpatient Services	Full Time
12/7/2023	1053589	Therapist, Office on Youth	Substance Abuse Services	Full Time
12/7/2023	1053663	Assistant SUD Coordinator - OBOT - Fredericksburg	Substance Abuse Services	Full Time
12/7/2023	1053668	Case Manager, SA - Project LINK	Substance Abuse Services	Full Time
12/7/2023	1053678	Peer Recovery Specialist, SA - Fredericksburg	Substance Abuse Services	Full Time
1/3/2024	1076741	Therapist, SA - Women's Services - Fredericksburg	Substance Abuse Services	Full Time
12/7/2023	1053800	Peer, Family Support - Spotsylvania	Child & Adolescent Services	Part Time
12/7/2023	1053656	Coordinator, Emergency Services	ES Coordinator	Full Time
12/7/2023	1053638	Therapist, Emergency Services	Emergency Services	Full Time
12/7/2023	1053642	Therapist, Emergency Services Child and Adolescent	Emergency Services	Full Time
12/7/2023	1053659	Therapist, Emergency Services	Emergency Services	Full Time
12/7/2023	1053654	Lead Therapist, Veterans and Families	Drug Treatment Court	Full Time
12/7/2023	1053786	Therapist/Case Manager, SA - Fredericksburg	Drug Treatment Court	Full Time
12/7/2023	1053679	Therapist, SA - Probation and Parole	Jail Based/Diversion Services	Full Time
12/7/2023	1053681	Therapist, SA (Jail Based)	Jail Based/Diversion Services	Full Time
12/7/2023	1053683	Therapist, Mental Health (Diversion)	Jail Based/Diversion Services	Full Time
12/7/2023	1053695	Therapist, Mental Health (Jail Based)	Jail Based/Diversion Services	Full Time
				21
12/7/2023	1053770	Speech and Language Pathologist - PEID	Early intervention Services	Full Time
12/28/2023	1067537	Developmental Services Support Coordinator - King George	ID/DD Support Coordination Services	Full Time
12/28/2023	1067880	Developmental Services Support Coordinator - Spotsylvania	ID/DD Support Coordination Services	Full Time
1/8/2024	1087974	Developmental Services Support Coordinator -	ID/DD Support Coordination Services	Full Time
12/7/2023	1053758	MH Residential Counselor II - Lafayette	Mental Health Residential Services	Full Time
12/7/2023	1053766	MH Residential Counselor I - Lafayette	Mental Health Residential Services	Full Time
1/10/2024	1078720	MH Residential Counselor I - Home Road	Mental Health Residential Services	Full Time
1/10/2024	1078718	Peer Specialist, PSH	Mental Health Residential Services	Full Time
1/19/2024	1087876	Psychosocial Advocate - Kenmore	Psychosocial Rehabilitation Services	Full Time
				9
12/7/2023	1053560	Cook	Mental Health Crisis Stabilization Program	Full Time
12/7/2023	1053561	MH Residential Specialist - Crisis Stabilization Program	Mental Health Crisis Stabilization Program	Full Time
12/7/2023	1053562	MH Residential Specialist - Crisis Stabilization Program	Mental Health Crisis Stabilization Program	Full Time
12/7/2023	1053565	Peer Recovery Specialist, SA - Crisis Stabilization Program	Mental Health Crisis Stabilization Program	Part Time
12/7/2023	1053566	Therapist, Crisis Stabilization Program	Mental Health Crisis Stabilization Program	Full Time
1/10/2024	1078291	Coordinator, Crisis Stabilization Services	Mental Health Crisis Stabilization Program	Full Time
1/19/2024	1087859	Nurse Manager - Crisis Stabilization Services	Mental Health Crisis Stabilization Program	Full Time
				7
12/7/2023	1054273	Direct Support Professional - Day Support - RAAI Caroline	Day Health & Rehabilitation Services	Part Time
1/19/2024	1087898	Assistant Site Leader - Day Support - King George/Caroline	Day Health & Rehabilitation Services	Full Time
1/30/2024	1096704	Direct Support Professional - Day Support - RAAI King George	Day Health & Rehabilitation Services	Full Time
12/8/2023	1054568	Direct Support Professional - Day Support - RAAI Kings Highway	Day Health & Rehabilitation Services	Full Time
12/28/2023	1067917	Direct Support Professional - Day Support - RAAI Kings Highway	Day Health & Rehabilitation Services	Full Time
1/3/2024	1073221	Lead Specialist - Day Support - RAAI Kings Highway	Day Health & Rehabilitation Services	Full Time
1/19/2024	1087914	Direct Support Professional - Day Support - RAAI Kings Highway	Day Health & Rehabilitation Services	Full Time
1/30/2024	1096706	Direct Support Professional - Day Support - RAAI Kings Highway	Day Health & Rehabilitation Services	Part Time
12/8/2023	1054855	Direct Support Professional - Day Support - RAAI Spotsylvania	Day Health & Rehabilitation Services	Part Time
12/8/2023	1054863	Direct Support Professional - Day Support - RAAI Stafford	Day Health & Rehabilitation Services	Part Time
12/8/2023	1054879	Direct Support Professional - Day Support - RAAI Stafford	Day Health & Rehabilitation Services	Part Time
12/8/2023	1054904	Direct Support Professional - Day Support - RAAI Stafford	Day Health & Rehabilitation Services	Part Time

12/8/2023	1054927	Direct Support Professional - Day Program ICF	Day Health & Rehabilitation Services	Part Time
12/8/2023	1054929	Direct Support Professional - Day Program ICF	Day Health & Rehabilitation Services	Part Time
12/28/2023	1067912	Direct Support Professional - Day Program ICF	Day Health & Rehabilitation Services	Full Time
12/28/2023	1067924	Direct Support Professional - Day Program ICF	Day Health & Rehabilitation Services	Full Time
			16	
12/7/2023	1053884	Nurse, LPN - ICF - Lucas ICF	ID/DD Residential Services	Full Time
12/8/2023	1054948	Direct Support Professional - Residential ICF - Lucas ICF	ID/DD Residential Services	Part Time
12/11/2023	1060709	Direct Support Professional - Residential ICF - Lucas ICF	ID/DD Residential Services	Full Time
12/11/2023	1060703	Direct Support Professional - Residential ICF -Ross ICF	ID/DD Residential Services	Full Time
12/7/2023	1053889	Nurse, LPN - ICF - Wolfe ICF	ID/DD Residential Services	Full Time
12/7/2023	1053891	Nurse, LPN - ICF - Wolfe ICF	ID/DD Residential Services	Full Time
12/28/2023	1067902	Direct Support Professional - Residential ICF - Wolfe ICF	ID/DD Residential Services	Part Time
			7	
12/6/2023	1053272	Direct Support Professional - Residential - Devon	ID/DD Residential Services	Part Time
12/6/2023	1075218	Direct Support Professional - Residential - Devon	ID/DD Residential Services	Part Time
12/7/2023	1053914	Assistant Group Home Manager - DD Residential - Belmont SAP	ID/DD Residential Services	Full Time
12/8/2023	1054952	Direct Support Professional - Residential - Galveston	ID/DD Residential Services	Part Time
12/8/2023	1055009	Direct Support Professional - Residential - Galveston	ID/DD Residential Services	Full Time
12/8/2023	1055012	Direct Support Professional - Residential - Galveston	ID/DD Residential Services	Full Time
12/8/2023	1055013	Direct Support Professional - Residential - Galveston	ID/DD Residential Services	Full Time
12/8/2023	1055014	Direct Support Professional - Residential - Igo	ID/DD Residential Services	Part Time
12/28/2023	1067945	Direct Support Professional - Residential - Igo	ID/DD Residential Services	Full Time
12/7/2023	1053919	Assistant Group Home Manager - DD Residential - Leeland	ID/DD Residential Services	Full Time
12/10/2023	1055524	Direct Support Professional - Residential - Leeland	ID/DD Residential Services	Part Time
12/10/2023	1055525	Direct Support Professional - Residential - Leeland	ID/DD Residential Services	Part Time
12/10/2023	1055526	Direct Support Professional - Residential - Leeland	ID/DD Residential Services	Full Time
12/10/2023	1055527	Direct Support Professional - Residential - Leeland	ID/DD Residential Services	Full Time
12/10/2023	1055528	Direct Support Professional - Residential - Leeland	ID/DD Residential Services	Full Time
12/28/2023	1075214	Group Home Manager - Leeland	ID/DD Residential Services	Full Time
1/23/2024	1096725	Group Home Manager - New Hope	ID/DD Residential Services	Full Time
12/10/2023	1055529	Direct Support Professional - Residential - Merchant Square SAP	ID/DD Residential Services	Full Time
12/7/2023	1053921	Assistant Group Home Manager - DD Residential - Piedmont	ID/DD Residential Services	Full Time
12/28/2023	1055532	Direct Support Professional - Residential - Piedmont	ID/DD Residential Services	Part Time
12/10/2023	1055535	Direct Support Professional - Residential - Ruffins Pond	ID/DD Residential Services	Full Time
1/23/2024	1096712	Direct Support Professional - Residential - Ruffins Pond	ID/DD Residential Services	Part Time
1/30/2024	1096708	Group Home Manager - Ruffins Pond	ID/DD Residential Services	Full Time
12/10/2023	1055536	Direct Support Professional - Residential - Scottsdale Estates	ID/DD Residential Services	Part Time
12/7/2023	1053923	Assistant Group Home Manager - DD Residential - Stonewall Estates	ID/DD Residential Services	Full Time
12/8/2023	1055275	Direct Support Professional - Residential - Stonewall Estates	ID/DD Residential Services	Full Time
12/10/2023	1055537	Direct Support Professional - Residential - Stonewall Estates	ID/DD Residential Services	Part Time
12/10/2023	1055538	Direct Support Professional - Residential - Stonewall Estates	ID/DD Residential Services	Part Time
			28	
Positions on Hold				
8/18/2020		Drug Court Surveillance Officer-Fredericksburg	Drug Treatment Court	PT
9/15/2022		Nurse Manager II	ID/DD Residential Services	FT
9/25/2019		Psychologist II - Stafford	Outpatient Services	FT
1/30/2023		MH Supv Apartment Asst. Mgr - Lafayette	MH Residential Services	FT
Total Open Positions:				95

RECRUITMENT REPORT 2024

MONTHLY RECRUITMENT	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL YTD
External Applicants Hired:													
Part-time	4												4
Full-time	19												19
Sub Total External Applicants Hired	23	0	0	0	0	0	0	0	0	0	0	0	23
Internal Applicants Moved:													
Full-time to PRN As Needed													0
Full-time to Part-time													0
Part-time to PRN As Needed													0
Part-time to Full-time													0
PRN As Needed to Part-time													0
Lateral Transfer													0
Non-Lateral Change in Position													0
Promotion	6												6
Temporary to Regular													0
PRN As Needed to Full-Time													0
Temporary Promotion	1												1
Intern to Full-time													
Intern to PRN	1												1
Sub Total Internal Applicant Moves	8	0	0	0	0	0	0	0	0	0	0	0	8
Total Positions Filled:	31	0	0	0	0	0	0	0	0	0	0	0	31
Total Applications Received:													
Actual Total of Applicants:	1363												1363
Total External Offers Made:	23	0	0	0	0	0	0	0	0	0	0	0	23
Total Internal Offers Made:	8	0	0	0	0	0	0	0	0	0	0	0	8



Office of Human Resources
600 Jackson Street ▪ Fredericksburg, VA 22401 ▪ 540-373-3223
RappahannockAreaCSB.org

MEMORANDUM

To: Joe Wickens, Executive Director
From: Teresa McDonnel, Human Resources Coordinator
Date: February 2, 2024
Re: Summary – Retention Report – January 2024

Human Resources processed a total of eight (6) employee separations for the month of January 2024. Of the six, four (4) separations were voluntary two (2) separations were involuntary. All separations were full-time.

Reasons for Separations

Other Employment	1
For Cause	2
Resigned without Notice	2
Unknown	1
Total	6

Retention and Turnover Rates

According to the attached report, the retention rate for January was 99.0% and the turnover rate was 1.00%. Annualized turnover comparison is included.

RACSB RETENTION & TURNOVER REPORT
Jan-24

<u>ORGANIZATIONAL UNIT</u>	<u>NUMBER OF TERMS</u>	<u>VOLUNTARY</u>	<u>INVOLUNTARY</u>	<u>EXPLANATION</u>
Administrative			1	For Cause
<i>Unit Totals</i>	1	0	1	
Clinical Services				
<i>Unit Totals</i>	0	0	0	
Community Support Services			1	For Cause
		1		Other Employment
		2		Resigned without Notice
		1		Unknown
<i>Unit Totals</i>	5	4	1	
Grand Totals for the Month	6	4	2	

Total Average Number of Positions	600
Retention Rate	99.00%
Turnover Rate	1.00%

Total Separations	6
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RACSB Turnover 2021

<u>Employees</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>	<u>Jul-21</u>	<u>Aug-21</u>	<u>Sep-21</u>	<u>Oct-21</u>	<u>Nov-21</u>	<u>Dec-21</u>	<u>2021 Year End</u>
Average Total Positions	601	601	601	601	601	601	601	601	601	601	601	601	601
Monthly Terminations*	10	4	6	13	13	13	13	6	13	11	11	15	128
Turnover by Month YTD	1.66%	0.67%	1.00%	2.16%	2.16%	2.16%	2.16%	1.00%	2.16%	1.83%	1.83%	2.50%	21.30%
Cumulative Turnover YTD	0.17%	2.33%	3.33%	5.49%	7.65%	9.81%	11.97%	12.97%	15.13%	16.96%	18.79%	21.29%	21.29%
Average % Turnover per Month YTD	0.17%	1.16%	1.11%	1.37%	1.53%	1.64%	1.71%	1.62%	1.68%	1.70%	1.71%	1.94%	1.94%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

RACSB Turnover 2022

<u>Employees</u>	<u>Jan-22</u>	<u>Feb-22</u>	<u>Mar-22</u>	<u>Apr-22</u>	<u>May-22</u>	<u>Jun-22</u>	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>2022 Year End</u>
Average Total Positions	600	600	600	600	600	600	600	600	600	600	600	600	600
Average Number of PRN's	43	43	42	41	39	38	38	43	42	42	45	45	42
Monthly Terminations*	11	13	11	7	8	16	17	13	13	9	5	2	125
Turnover by Month YTD	1.83%	2.17%	1.83%	1.17%	1.33%	2.67%	2.83%	2.17%	2.17%	1.50%	0.83%	0.33%	20.83%
Cumulative Turnover YTD	0.17%	4.00%	5.83%	7.00%	8.33%	11.00%	13.83%	16.00%	18.17%	19.67%	20.50%	20.83%	20.83%
Average % Turnover per Month YTD	0.17%	2.00%	1.94%	1.75%	1.67%	1.83%	1.98%	2.00%	2.02%	2.19%	2.05%	1.89%	1.89%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

RACSB Turnover 2023

<u>Employees</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Jul-23</u>	<u>Aug-23</u>	<u>Sep-23</u>	<u>Oct-23</u>	<u>Nov-23</u>	<u>Dec-23</u>	<u>2023 Year End</u>
Average Total Positions	600	600	600	600	600	600	600	600	600	600	600	600	600
Monthly Terminations*	11	9	12	6	12	12	13	15	9	7	13	10	129
Turnover by Month YTD	1.83%	1.50%	2.00%	1.00%	2.00%	2.00%	2.17%	2.50%	1.50%	1.17%	2.17%	1.67%	21.50%
Cumulative Turnover YTD	0.17%	3.33%	5.33%	6.33%	8.33%	10.33%	12.50%	15.00%	16.50%	17.67%	19.83%	21.50%	21.50%
Average % Turnover per Month YTD	0.17%	1.67%	1.11%	1.78%	1.58%	2.08%	2.58%	3.13%	3.75%	4.13%	4.42%	4.96%	2.61%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

RACSB Turnover 2024

<u>Employees</u>	<u>Jan-24</u>	<u>Feb-24</u>	<u>Mar-24</u>	<u>Apr-24</u>	<u>May-24</u>	<u>Jun-24</u>	<u>Jul-24</u>	<u>Aug-24</u>	<u>Sep-24</u>	<u>Oct-24</u>	<u>Nov-24</u>	<u>Dec-24</u>	<u>2024 Year End</u>
Average Total Positions	600	600	600	600	600	600	600	600	600	600	600	600	600
Monthly Terminations*	6												6
Turnover by Month YTD	1.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.00%
Cumulative Turnover YTD	0.17%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Average % Turnover per Month YTD	0.17%	0.50%	0.33%	0.33%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	2.61%

*Monthly Terminations Do Not Include: Employee Retirements, Employees Not Able to Return from Disability Leave, Employees Not Completing NEO, Interns/Volunteers

To: Joe Wickens, Executive Director

From: Teresa McDonnel, Interim Human Resources Director

Re: CSB Workforce Reporting Overview

Date: January 29, 2024

As of July 2023, the Rappahannock Area Community Services Board is required to submit workforce data to the Department of Behavioral Health and Developmental Services (DBHDS) on a quarterly basis. DBHDS defined certain position categories for the reporting of vacancy rate, turnover rate, and salary information. Please find an overview of the data below for the second quarter of FY2024.

	Q1		Q2	
	Vacancy Rate	Turnover Rate	Vacancy Rate	Turnover Rate
Administrative Support	7%	5%	10%	4%
Case Manager	8%	3%	5%	0%
Clinician	21%	6%	23%	0%
Direct Service Provider	20%	5%	20%	2%
Executive Leadership	0%	0%	0%	0%
Nursing	26%	0%	11%	0%
Other	10%	7%	10%	4%
Peer	33%	4%	31%	3%
Prescriber	7%	0%	7%	0%
Overall	16%	4%	15%	2%

To: Joseph Wickens, Executive Director
From: Jacqueline Kobuchi, Director of Clinical Services
Date: 2/14/24
Re: Report to RACSB Board of Directors for the February Board Meeting

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Outpatient Services

The Caroline Clinic completed 29 new patient intakes in January for adult and youth outpatient therapy and medication management. We also continue to offer a weekly co-ed substance abuse group and had two individuals successfully complete treatment last month. Clinic staff also continue to dispense Narcan to at risk individuals. The clinic remains on a waiting list and there has been a recent increase in adult mental health referrals since the new year. Staff continue to perform weekly outreach to all individuals on the waiting list, checking-in and providing updates. There is currently one vacant clinician position and we are actively recruiting.

The Fredericksburg Clinic scheduled 96 intakes for outpatient services during the month of January. Out of the 96 intakes scheduled, 44 were seen the same day they called in for services. The Children’s Services Clinic scheduled 30 intakes for the month of January. The Acute Care Clinic continues to be a beneficial additional resource to assist individuals in need of medication management in order to prevent acute psychiatric hospitalization or potential crisis. The Fredericksburg Clinic’s front desk currently has one vacancy, Office Associate II. The Fredericksburg Mental Health Outpatient team continues to be fully staffed with two Intake therapists, one Adult MH Therapist, one Clinical Outreach Therapist, one Mental Health Peer Recovery Specialist, two Mental Health/Substance Use Therapists, three Child/Adolescent Therapists, and one Telehealth therapist.

The King George Clinic continues to offer the weekly substance use group for women and men. We had two group graduates in January. Topics in group during the month of January included Stress and Addiction, Roadmap to Recovery, Harm Reduction, and Stages of Change. The group has recently received the following positive feedback from a group member: “I told the new member, this is not one of the places that just checks a box, you all really do care and it really helps.” The King George Clinic is pleased to welcome Bailey Melini, MSW, in the position of Mental Health and Substance Abuse Therapist. Bailey received her MSW from VCU. She has experience working with individuals participating in a Partial Hospital Program. Bailey has also worked with at-risk children and their families.

Stafford Therapists completed 31 intakes during the month of January. The clinic continues to be on a waitlist and people are contacted weekly for updates and check ins. The clinic currently has four therapists including a telehealth therapist that has a caseload and is working with Stafford clients 3 days a week. A new office associate began in the month of January. There is currently one vacant position, mental health therapist.

The Spotsylvania Clinic staff completed 33 intakes in the month of January. The therapist based at Safe Harbor completed eight intakes in January. We welcomed a new Substance Use Therapist, Nicole Zaros. She previously worked as an ID/DD Support Coordinator, prior to completing her counseling degree and pursuing a position as a therapist.



Jail & Detention

The Juvenile Detention Center currently has a census of 36 residents and our two therapists based here are working diligently to meet their behavioral health needs. The Peer Recovery Specialist position based at the jail has been filled! Eknoor Deo will start on March 4, 2024. There are three vacancies on our team at the Rappahannock Regional Jail. Outpatient staff are being trained to assist with providing services at the jail while the positions are filled.

Case Management

A new Child and Adolescent Mental Health Cases Manager for Stafford will begin 2/20/24. All C&A case manager positions are now filled. We still have a part-time Family Support Peer position open. Staff will be attending the annual Youth First Conference this month. Several staff attended the recent board tour to learn about other programs offered by RACSB.

The Adult Mental Health Case Management team has been busy lately. We celebrated the recent graduation of another participant in the Behavioral Health Docket as well as welcomed two new members to the docket. Our PATH Case Manager worked in conjunction with Micah to support a gentleman in exploring the possibility of his own apartment or an assisted living facility. RACSB's Lead Peer Specialist continues to co-facilitate two peer drop in groups on a weekly basis. Also, our Care Manager has been coordinating discharge appointments for new patients discharging from Sunshine Lady House as well as Snowden, providing the individuals with the additional support necessary to link with care.

Substance Use

Fredericksburg SUD programming continued to have vacancies for the month of January, including the Assistant SUD Services Coordinator (OBOT), Project LINK specialist, an outpatient Peer Recovery Specialist, and the Women's SUD Therapist. Interviews were ongoing throughout the month for several of the vacancies, although the Women's SUD Therapist had no qualified applicants.

Fredericksburg staff distributed seven doses of Narcan during January. The OBOT (Office Based Opioid Treatment) team coordinated release from the Rappahannock Regional Jail (RRJ) into the OBOT program for two individuals, and both attended their follow-up appointments. The SUD Services Coordinator and Peer Recovery Specialist continue to attend the harm reduction subcommittee. The SUD Services Coordinator provided training on harm reduction and assessing those with substance use to the ACT team. The OBOT Case Manager and Therapist continue to spend a half-day per week at RRJ to improve access to treatment for opioid use disorders for those preparing for release.

Specialty Dockets

During the month of January, the Specialty Dockets continued to welcome new participants and celebrated several graduations. The Veterans Docket is currently operating with six participants and four clients who have been evaluated and approved, but are awaiting court dates to begin the program. Adult Drug Court continues to operate with approximately 35 clients and celebrated several graduations and new participants this month. Behavioral Health Docket celebrated our second graduation this month and continues to take on new participants. Team members continue to meet on a monthly basis for the planning of the Fredericksburg

Behavioral Health Docket, which is expected to begin sometime in 2024. The D21 Probation and Parole Therapist, Drug Court Therapist and the Veterans and Family Therapist position continues to remain vacant at this time.

HUMAN RESOURCES REPORT FOR THE BOARD OF DIRECTORS – JANUARY 2024

Training

Human Resources held 2 New Employee Orientation (NEO) classes during January. There was a total of 22 individuals hired (14 full-time, 5 part-time, and 3 interns).

DOL STATUS	# OF EMPLOYEES HIRED
Full-time	14
Part-time	5
Intern	3
TOTAL	22

Recruitment

In the month of January, we made offers to 23 external applicants and 8 internal applicants.

Human Resources and Employee Relations

Congratulations to the following employees who have recently been promoted:

- Vicky Bates – Office Manager II – Stafford
- Carol Embry – Accountant – Finance
- Shannon Ferguson – Site Leader – Caroline
- Sophia Masvaure – Sponsored Placement Supervisor
- Sharika Mitchell – Assistant Coordinator – DD Residential
- Nicole Zaros – Therapist, SA

Prevention Services

Michelle Wagaman, Director

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February 2024

Substance Abuse Prevention

RACSB Prevention Services continues substance abuse prevention efforts specifically targeting youth. In response to the opioid epidemic and legalization of adult-use cannabis, our target demographics includes adults.

Youth Education/Evidence Based Curriculums – Jennifer Bateman, Prevention Specialist, continued facilitation of the Second Step social emotional learning curriculum with St. Paul’s and 4Seasons day care/preschool centers in King George County. Additionally, she is facilitating the Second Step Bully Prevention curriculum within Caroline County Public Schools. She is nearing completion at Bowling Green Elementary School (kindergarten through 2nd grades).

Coalitions – The Community Collaborative for Youth and Families resumed regular meetings in 2024 and is working to relaunch the website. Meetings for 2024: April 12 (training on Unite Us platform); July 12; and October 11. Youth First will be held February 16, 2024 where RACSB Prevention will be a vendor and defend their title of “Best Vendor Table 2023.” Visit www.youthfirstconference.org to learn more about this popular community event.

Tobacco Control – We will visit an estimated 300 retailers prior to June 30, 2024 to provide merchant education.

Alcohol and Vaping Prevention Education – We continued scheduling for the 2023-2024 academic year to facilitate alcohol prevention and vaping prevention education trainings as part of health classes. Jennifer Bateman, Prevention Specialist, returns to King George High School in February.

Suicide Prevention Initiatives

RACSB Prevention Services takes an active role in suicide prevention initiatives including:

ASIST (Applied Suicide Intervention Skills Training) – This Living Works curriculum is a 2-day interactive workshop in suicide first aid. Participants learn how to recognize when someone may have thoughts of suicide and to work with the individual to create a plan that will support their immediate safety.

ASIST is currently scheduled for the following dates in 2024: May 9-10; August 1-2; September 26-27; and November 21-22.

To register: <https://www.signupgenius.com/go/RACSB-ASIST-Training2024>

Mental Health First Aid – This 8-hour course teaches adults how to identify, understand, and respond to signs of mental health and substance use disorders. The training introduces common mental health challenges and gives participants the skills to reach out and provide initial support to someone who may be developing a mental health or substance use problem and connect them to the appropriate care.

In February, we return to Rappahannock Regional Criminal Justice Academy to facilitate for jail basic enforcement recruits and a virtual training for the US Air Force. Additionally, we hosted an in-person Youth MHFA training.

We have executed a contract with National Council for Mental Wellness to host the train-the-trainer for teenMHFA. This is scheduled for March 11-12-13.

Adult Mental Health First Aid trainings are scheduled for the following dates: March 5; May 30 (Marine Corps Base Quantico); July 9; September 5; and November 7 from 8:30 a.m. to 5:00 p.m.

Youth Mental Health First Aid trainings are scheduled for the following dates: February 1; April 2; June 11; August 20; October 3; and December 3 from 8:30 a.m. to 5:00 p.m.

To register for Adult Mental Health First Aid Training:

<https://www.signupgenius.com/go/RACSB-MHFA-Training2024>

To register for Youth Mental Health First Aid Training:

<https://www.signupgenius.com/go/RACSB-YouthMHFA-Training2024>

safeTALK – This 3-hour suicide alertness training encourages participants to learn how to prevent suicide by recognizing signs, engaging the individual, and connecting them to community resources for additional support.

The training scheduled for February 6th was cancelled due to low registrations.

safeTALK trainings are scheduled for May 14; July 23; and October 15 from 9:00 a.m. to noon.

To register: <https://www.signupgenius.com/go/RACSB-safeTALK-Training2024>

Lock and Talk Virginia – We hosted another quarterly learning opportunity to onboard new CSB staff. We filmed PSA videos in English and Spanish and are finalizing the edits. A new FAQ section is being added to the website and we're gearing up for May's Mental Health Month Awareness Campaign. In February, the RACSB Clinical Division will learn more about Lock and Talk Virginia as part of their monthly training series.

Means Safety – We continue to distribute medication lock boxes, and cable gun locks as part of our regional initiative Lock and Talk Virginia. We also promote safe storage and disposal of medications. These items continue to be on display at the Central Rappahannock Regional Library.

Coalitions – The planning held November 27, 2023 brought together nearly 30 different organizations/community members. Mission and vision statements were finalized in January. The next planning meeting will be held February 26, 2024 at 1:00 p.m. at River Club.

We have received additional Behavioral Health Equity Funding to support another Barbershop Talk as well as a Salon Talk (flyer attached).

State Opioid Response (SOR)

RACSB Prevention Services is actively engaged with community partners to address the opioid response in the areas of prevention, harm reduction, treatment, and recovery.

Coalitions – The Opioid Workgroup meets monthly and is an interdisciplinary professional group. Meetings continued to scheduled and held with local medical providers as we work to increase knowledge and understanding of prevention and harm reduction strategies.

Save One Life Naloxone Training and Dispensing – RACSB continues to host virtual trainings twice a month and at the request of community partners. In February, we joined community partners to support a harm reduction table outside Katora Coffee on Caroline Street. We also trained participants in the Rappahannock EMS Council’s teen emergency preparedness group and facilitate multiple sessions at the first local Anatamage Tournament. The clinics continue to offer the rapid training and dispensing to clients.

To register for a virtual training: <https://www.signupgenius.com/go/RACSB-Naloxone-Training2024>

Additional Initiatives

Responsible Gaming and Gambling – Planning continues to engage stakeholders to create a logic model and plan specific to Planning District 16. RACSB is now a member of the Virginia Council on Problem Gambling. To learn about this organization, please visit www.vcpvg.net.

Stores were to remove gaming machines by mid-November. If you see any machines after December 1, if you would like to report it you can either call the VSP tip line at 1-833-889-2300 or if you prefer you can let me know the name and address of the store and the date you saw it. I will collect the information and send to VSP. There is no requirement to do this. Enforcement will be up to each locality. We are following legislation to return these machines to a legal status.

ACEs Interface – RACSB Prevention Services offers in-person trainings. We plan to continue the collaboration with fellow CSBs to host virtual Understanding ACEs trainings. However, no virtual dates have been scheduled. We will be hosting two trainings as part of the Spotsylvania County Public Schools professional development day on Monday, February 19, 2024.

Trainings will be held on the following dates: January 23; February 12; April 3; June 12; September 17; November 18; and December 11. Hours vary by date.

To register: <https://www.signupgenius.com/go/RACSB-ACES-Training2024>

Community Resilience Initiative – Course 1 Trauma Informed and Course 2 Trauma Supportive are each 6-hour courses that cover brain science, the individual experiences and ways to build individual and community resilience.

Course 1 is scheduled for March 19; April 25; and September 12.

Course 2 is scheduled for May 21 and October 10. (Course 1 is a pre-requisite for Course 2). Both trainings will be held from 9:00 a.m. to 4:00 p.m.

To register: <https://www.signupgenius.com/go/RACSB-CRI-Training2024>

Healthy Families Rappahannock Area

HFRA helps parents **IDENTIFY** the best version of themselves, **PARTNERS** with parents with success in parenting, and **EMPOWERS** parents to raise healthy children.

January 2024

LOCALITY	NUMBER OF REFERRALS	ASSESSMENTS	NUMBER OF FAMILIES RECEIVING HOME VISITS	NEW ENROLLEES YEAR-TO-DATE
CAROLINE COUNTY	2	0	5	2
CITY OF FREDERICKSBURG	3	2	48	19
KING GEORGE COUNTY	9	1	8	3
SPOTSYLVANIA COUNTY	13	7	40	9
STAFFORD COUNTY	11	6	37	8
OUT OF AREA (REFERRED TO OTHER HF SITES)	0	0	0	0
TOTAL	38	16	138	41

- A representative from Healthy Families Virginia completed the annual Technical Assistance visit January 30-31, 2024.
- HFRA transitioned to fully remote operations effective February 1, 2024.
- Staff and families participated in Families Foard Advocacy Day at the Virginia General Assembly. Efforts continue to promote the importance of home visiting services.
- HFRA continues to seek Sponsorship Donations for the 25th Anniversary Celebration Gala.
 - To purchase your tickets for the Gala. Please share Early Bird tickets are available now! <https://www.eventbrite.com/e/728906086727?aff=oddtcreator>

A D V O C A C Y

January 2024

In preparation for Advocacy Day we asked our families...

Why is Home Visiting important to you?

Here are a few responses that were shared with their state representatives:

1. My FSS **emotionally listens** to me when I feel down and helps me **find solutions** to my concerns.
2. The home visits have helped me to be a **better mother** and take better care of my girls.
3. Home visiting from Healthy Families works for me because I don't have transportation and she **comes to me to check up on me and my new baby**. I appreciate that, honestly.
4. My Home Visitor comes to my house but if I need to she will meet me at work on my lunch break. She checks on me and my baby and **brings activities that I can do** after work with my baby.
5. My family and I are very grateful for this program that **helps moms not feel alone in the postpartum process**. My worker helps me come up with **solutions** to my problems.



Delegates Phillip Scott, Joshua Cole and Hillary Pugh Kent. Our staff was able to meet some of our representatives covering the Rappahannock Area. We are in support of House Bill 537 regarding Home Visiting. Families Forward and Early Impact Virginia have been advocating Home Visiting programs in the state of Virginia.

Thank you Delegates for your continued support!

You Are Invited

April 26, 2024 at Stevenson Ridge from 6-10pm
 We will be Celebrating 25 Years of Making a Difference in the lives of new parents residing in our Community...
 COME CELEBRATE WITH US

Get your ticket Today...

<https://www.eventbrite.com/e/healthy-families-rappahannock-area-25th-anniversary-celebration-gala-tickets-728906086727>



Thank you



for adopting 24 Families this year and blessing them with an Amazing Holiday Season

The Glow of Hope Aglow Empowerment Church



for donating 11 coats to children that still did not have a winter coat! Brrrr

#homevisitingworks

BARBERSHOP TALK

A CONVERSATION
ON MENTAL HEALTH
& WELLNESS



✦ FEB 26, 2026 ✦

6:00 P.M. TO 8:00 P.M.
DICED THE BARBERSHOP
17488 CENTER DRIVE SUITE 3C
RUTHER GLEN



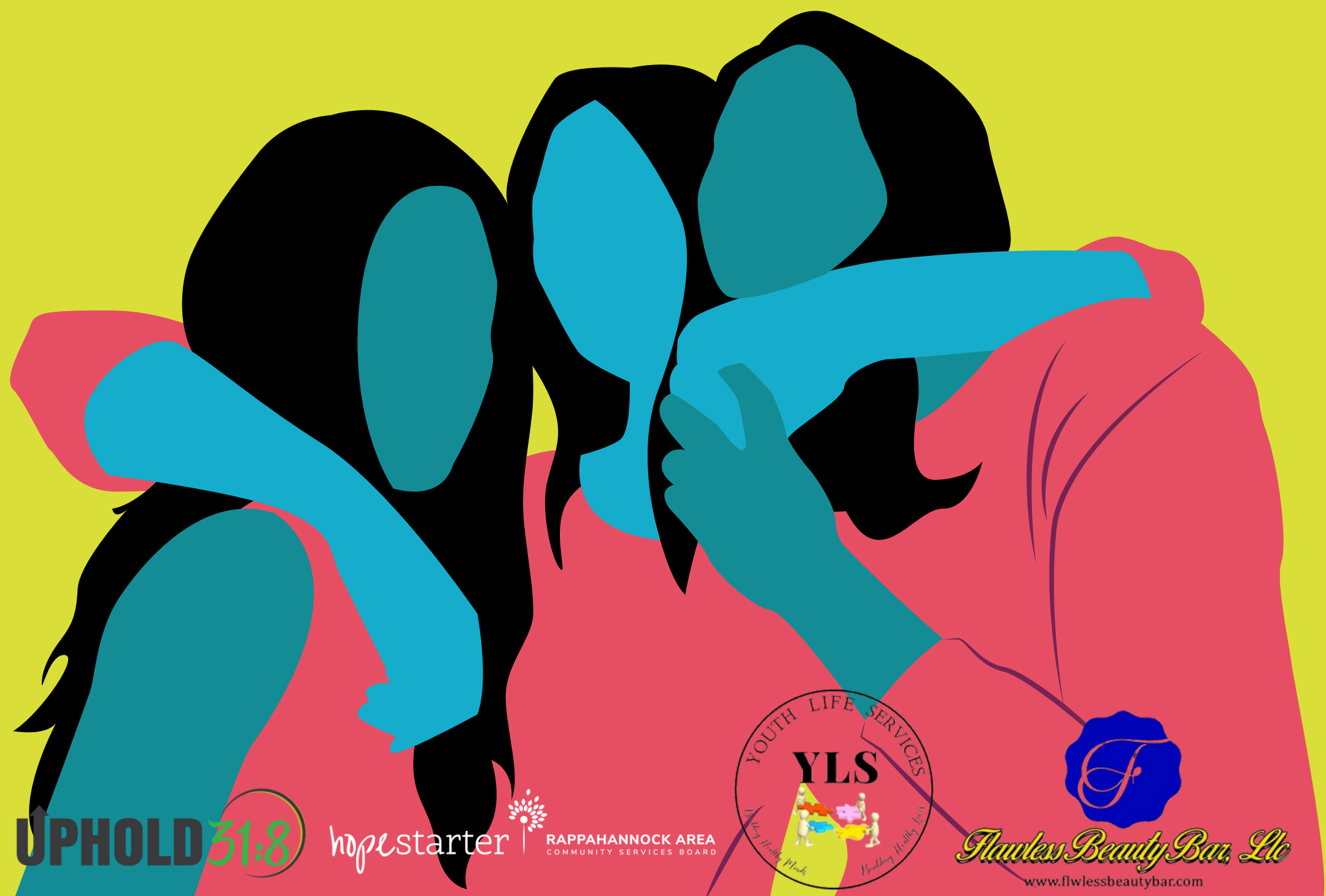
SALON TALK

A CONVERSATION
ON MENTAL HEALTH
& WELLNESS

✦ FEB 19, 2026 ✦

6:00 P.M. TO 8:00 P.M.

FLAWLESS BEAUTY BAR
6330 5-MILE CENTRE PARK SUITE 402
FREDERICKSBURG



Community Support Services Board Report: February 2024

Developmental Disabilities (DD) Residential Services - Stephen Curtis

Sharika Mitchell has accepted the vacant Assistant Coordinator position for DD Residential and begins in her new role on 2/4. Sharika has grown within the agency since her hire in 2011 and worked over the years for our SAP, Piedmont, Ruffins, and most recently with the ICF teams. We look forward to working with her in her new leadership role.

VDH arrived at Wolfe Street on 1/30/24 to conduct their annual survey. They were last here in July of 2022 for Wolfe Street, so there has been quite a large gap in between surveys. The surveyor that arrived is familiar with our programs and has been surveying us since we opened Ross Drive and Lucas Street. Despite usually citing us on some things, she expresses each time what a pleasure it is visiting us.

Sophia Masvaure, who has almost 2 decades of leadership and service in our group homes, has accepted a promotion to Sponsored Placement Supervisor in DD Residential. Sophia will take over for our long time Sponsored Placement supervisor Babs Brown who will be retiring at the end of February.

We are currently assessing 3 individuals for Group Home Placement, 2 for Leeland Road, and 1 for Stonewall or Ruffins Pond. We will move to accept in February hoping to welcome them into their new homes in March.

DD Day Support: Rappahannock Adult Activities, Inc. (RAAI) - Lacey Fisher

We are currently supporting 110 individuals; and beginning to assess many on the waitlist due to increase in hiring and employees starting in February. This increase in staffing will also allow us to increase Community Engagement outings and not only meet individuals' goals but also increase our revenue.

Our Horticulture program has been busy starting planting for the Spring Sale and are now gearing up for our popular Valentine's Day Flower sale.

Developmental Disabilities Support Services - Jen Acors

We have hired a few staff and currently have 3 posted positions. We have submitted names for a Waiver Selection Committee that will be held to distribute approximately 24 waiver slots. DBHDS completed a review of our Crisis Risk Awareness Tools that are completed at each face to face visit. We received 100% accuracy for scoring integrity and referral integrity.

Assertive Community Treatment (ACT)-Tamra McCoy

ACT SOUTH enrolled three clients in the past month. One client was admitted after refusing services for over a year. She was experiencing multiple psychiatric hospitalizations at Snowden and agreed to ACT services for daily medication management, benefit coordination and peer support to enhance socialization. The second client was referred by our program psychiatrist. She was enrolled for medication management, therapy, benefit coordination and peer support. ACT SOUTH enrolled a previous PACT client. He wants to resume services for medication

management, therapy to manage symptoms of depression and vocational support for financial independence.

ACT Coordinator had an in-service meeting with the behavioral unit staff at Spotsylvania Regional Medical Center to discuss our program. It was a well-received meeting as we will collaborate for new referrals and ACT clients who are admitted for psychiatric hospitalization.

Mental Health (MH) Residential Services - Nancy Price

PSH had three individuals approved for housing in January. They are expected to move into their new apartments in early February.

One individual discharged from Home Road SAP in January and moved into housing with friends. Lisa Bates, MH Residential Counselor I, joined the Home Road team on January 22nd. Home Road accepted an individual from WSH for last the transitional bed vacancy in our program. This person must complete 8 overnight passes at Home Road, due to her NGRI status. After 4 successful passes, she has been accepted. She will continue overnight passes until her discharge from WSH.

MH Residential is working on a new satisfaction survey, which will be electronic and is expected to be shared with the residents in February.

Psychosocial Rehabilitation: Kenmore Club - Anna Loftis

Kenmore Club has had a very busy January and February so far. We will be having our Valentines dance this week and we will also have a party to celebrate Leap Year. We are looking to resume our fitness challenge in March, and are looking forward to having more weekend programs when the weather improves. Our Super Bowl had the highest turnout ever this year. We continue to support interns, with our current occupational therapy sticking around until March, and then we will get another one for the spring semester. Our current enrollment is 77.

Early Intervention: Parent Education and Infant Development (PEID) - Suzanne Haskell

There are currently 560 children enrolled in the program receiving a combination of services to include service coordination, speech therapy, physical therapy, occupational therapy and educational developmental services. We are offering all services face-to-face and giving the option for families to choose to be seen via zoom. We are scheduling 16 consistent assessments per week. As typical for our program, referrals were lower in December (64), but rose quickly in January to 91. There are currently 16 providers on staff. We are training an Office Associate to help with the load of TRAC IT. We currently have an opening for a speech-language pathologist.

Sunshine Lady House- Amy Jindra

Sunshine continues to increase utilization. In January the guest and bed count doubled from December's numbers. Crisis Stabilization continues to work in collaboration with Rappahannock Creative Healthcare for medical oversight and with RACSB's medical providers for psychiatric medications and care. Currently the program is seeking coordinator, nurse manager, peers, residential specialists, and nurse positions.

RACSB DEPUTY EXECUTIVE DIRECTOR REPORT

January 2024 Review

Trac-IT Early Intervention Data System

The new data requirements were implemented on December 11, 2023. RACSB has been granted an extension due to testing status and for DBHDS to provide the cross-map for reporting service data via CCS. Our adjusted extract has been built and is in the testing process. Testing remains difficult as the system is not generating automated error reports resulting in the IT team having to open a ticket with the TRAC-IT help desk to identify errors. The form has been moved to our live EHR environment to support staff members during the testing process. IT has been working closely with PEID leadership to work through inconsistency found with data elements outside of the requirements being required in the system. We have created test CCS extracts upon request of DBHDS to help them work through that submission process.

Opportunities for Partnership/Input:

- Continued service on VACSB Policy Clearinghouse which will review each bill for the General Assembly and develop advocacy strategy for the session.
- Continued work as a voting member of the 5-person DBHDS procurement committee to select the vendor for the new data exchange platform which will serve as the foundation for all future state reporting. Actively participated in contract review and negotiation.
- Presented at the Virginia Emergency Department Care Coordination Conference as Chair of the EDCC Collaborative and member of the EDCC Advisory Council.
- Developed the mapping and specifications process document for DBHDS to facilitate the transmission of early intervention service level data through CCS rather than TRAC-IT. Manually updated CCS to provide a test file for DBHDS.
- Met with members of CCG as required by DBHDS as part of the licensing process for them.
- Started discussions with USI for a pre-renewal meeting regarding our health benefits.
- Attended in-person DBHDS ID/DD Provider Issues Resolution Workgroup as voting member to review draft strategic plan for this initiative.
- Attended the presentations and last class of our first cohort of Behavioral Health Technician interns with Germanna and representatives from Claude Moore Foundation.

Special Projects and Data Requests:

Operations programs participate in a variety of special projects/requests for data. Please find examples of a few of these efforts:

- Represented the agency at the VACSB Quality and Outcomes, Data Management Committee, WaMS statewide calls, DBHDS Data Quality Sub-committee, CCS Implementation Team meeting, VACSB Public Policy, VACSB Leadership Team, and CCBHC meetings.
- Meet weekly on the core advisory group with DBHDS around the new Data Exchange implementation project.
- Attend Caroline County CPMT meetings.
- Provided draft specifications and business rules document upon request by DBHDS to support new specifications documentation for the new data exchange project.