

RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD

April 15, 2025

600 Jackson Street, Board Room 208
Fredericksburg, VA, 22401

AGENDA

- I. Call to Order, *Beebe*
- II. *Minutes, Board of Directors, March 18, 2025, *Beebe*4
- III. *Minutes, Strategic Plan Work Group Meeting, April 7, 2025, *Beebe* (handout)
- IV. *Minutes, Strategic Plan Work Group Meeting, April 14, 2025, *Beebe* (handout)
- V. Public Comment, *Beebe*
- VI. Employee Service Awards, *Wickens*
 - A. Five Years:
 - 1. Stacey Broughton, Developmental Services Support Coordinator
 - B. Thirty Years:
 - 1. Sherrie Johnson, Licensed Child/Adolescent Therapist
- VII. Employee Recently Licensed, Kristyn Hunter, Child & Adolescent Therapist, Spotsylvania Clinic, *Wickens*
- VIII. Employee of the Quarter, Brandon Ashby, Direct Support Professional, RAAI, Kings Highway
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3. Strategic Plan Update, (handout) *Williams*

XII. Report from the Executive Director, *Wickens*

XIII. Board Time

XIV. Closed Session

XV. Adjournment

March 2025 Board of Directors Meeting Minutes

I. CALL TO ORDER

A meeting of the Board of Directors of the Rappahannock Area Community Services Board was held on March 18, 2025, at 600 Jackson Street and called to order by Chair, Nancy Beebe at 3:00 p.m. Attendees included: Claire Curcio, Jacob Parcell, Matthew Zurasky, Susan Gayle, Glenna Boerner and Ken Lapin. Not Present: Bridgette Williams, Sarah Ritchie, Greg Sokolowski, Carol Walker, Shawn Kiger and Melissa White.

II. PUBLIC COMMENT

No Action Taken

III. SERVICE AWARDS

Mr. Joe Wickens recognized all employees with awards:

5 years

Jonathan Reese, MH Residential Specialist, Liberty/River

10 years

Grace Becker, Asst. Mgr., Myers Drive Respite Group Home

Caroline Bolawa, Direct Support Professional, Wolfe Street, ICF

Candace Lee, Direct Support Professional, Igo Road Group Home

25 years

Clarice Barker, Asst. Site Leader, RAAI, Kings Highway

IV. MINUTES, BOARD OF DIRECTORS, February 18, 2025

The Board of Directors approved the minutes from the February 18, 2025 meeting.

ACTION TAKEN: The Board approved the February 18, 2025 minutes.

Moved by: Mr. Jacob Parcell

Seconded by: Ms. Claire Curcio

V. BOARD CORE BEHAVIORS, Mr. Jacob Parcell

Mr. Parcell asked the Board to keep the core behaviors in mind throughout the discussions.

VI. PRESENTATION: PROBLEM GAMBLING “THE HIDDEN ADDICTION” BY MICHELLE WAGAMAN, PREVENTION SERVICES DIRECTOR:

Ms. Wagaman presented to the Board on how the agency is responding to problem gambling. March is Problem Gambling Awareness Month which is designed to coincide with March Madness, when Americans are expected to wager over \$3 billion. For most adults, gambling can be fun but there are risks involved. She

covered the history of gambling, the definition of gambling, diagnosing a gambling disorder, statistics, signs and symptoms, at risk groups, various harms (mental, physical, social, financial and legal), as well as obstacles in prevention and making a change.

VII. FEBRUARY 2025 BOARD OF DIRECTORS WORK SESSION MINUTES

The Board of Directors approved the minutes from the February 27, 2025 work session meeting.

ACTION TAKEN: The Board approved the February 27, 2025 minutes.

Moved by: Mr. Jacob Parcell

Seconded by: Mr. Matt Zurasky

VIII. PROGRAM REPORTS

A. COMMUNITY SUPPORT SERVICES, *Ms. Amy Jindra*

1. **Program Update** – Ms. Jindra highlighted that they are meeting at the end of this month for another 30 allotment of DD waivers for support coordination and then they are anticipating 30 or more in June as well. Mr. Zurasky asked if there is enough staff to cover case management. Ms. Jindra said they are working on that and assessing that as they go. They did add three positions in October to get ahead of the curve, so they are looking at reassessing staffing needs going forward. Ms. Beebe asked if any of the new waivers involve housing. Ms. Jindra said it depends on what type of waiver awarded. Ms. Beebe asked when will they know what services will be provided with each waiver. Ms. Jindra said it will vary based on the individual.
2. **Mental Health and Developmental Disabilities Residential Vacancies** – Ms. Jindra said they have been in a really good place with their referrals. Leeland and Galveston should have no vacancies by the end of April. They have a variety of individuals looking at placement at the ICF for DD residential. For mental health residential, half of the transition beds are filled and they have four referrals for transition beds that they are assessing currently. They have only two community beds available right now and they are both at Liberty.
3. **Sunshine Lady House** – Ms. Jindra said they accepted 88% of the prescreens they received. They served three individuals with detox in the month of February. They had six individuals who withdrew their interest in attending Sunshine and only four individuals that were denied due to medical reasons. Mr. Parcell said that there does not seem to be a consistent trend with utilization since we reopened SLH, are there any steps we can take to get on a positive trend towards increasing program utilization. Ms. Jindra said they are working closely with their partners to identify ways that they can increase their numbers. They have talked with other CSBs in the state and they are also struggling with meeting utilization.

B. CLINICAL SERVICES, *Ms. Jacque Kobuchi*

1. **Program Update** - Ms. Kobuchi gave highlights of her programs. She said that they welcomed a new Women's Substance Abuse Therapist, a position that had been open for a very long time. Last month, the Substance Abuse Team began billing for Project Link services. There was an article in the Free Lance Star featuring their Specialty Dockets Coordinator and Lead Veterans Affairs Therapist.

2. **State Hospital Census Report** -Ms. Kobuchi shared that there are currently two individuals on the Extraordinary Barriers List. They have 36 individuals that are at state hospitals receiving treatment.
3. **Emergency Custody Order (ECO)/ Temporary Detention Order (TDO) Report – February 2025.** Ms. Kobuchi stated that Emergency Services staff completed 167 emergency evaluations in February. Fifty-three individuals were assessed under an emergency custody order and seventy total temporary detention orders were served. Staff facilitated one admission to Catawba State Hospital and one admission to Commonwealth Center for Children and Adolescent. A total of nine individuals were involuntarily hospitalized outside of our catchment area in February. Nine individuals were able to utilize alternative transport. Unfortunately, the alternative transportation program has transitioned to a new vendor this month and the pilot for acute care alternative transportation has ended.
4. **CIT and Co-Response Report-** Ms. Kobuchi reported that the CIT Assessment Center served 22 individuals in the month of February. She took the Board through a chart indicating the number of Emergency Custody orders by locality, those that were able to be transferred into CAC custody, and those who could have used the assessment center if there was additional capacity. The Co-Response Team served 11 individuals in February. The therapist for the Fredericksburg team remains vacant. They had a 40-hour CIT training in February and 22 new law enforcement officers were trained in CIT.
5. **Outpatient Waitlist and Same Day Access** – Ms. Kobuchi stated that all waitlists were resolved in the month of February and all clinics are providing intakes through Same Day Access. Data report submitted showing a gradual incline in Same Day Access for the month of February.

ACTION:

Mr. Zurasky noted that the King George data on the chart was incorrect in comparison to what was given in the program update. Ms. Kobuchi said she would fix that for next time. Ms. Boerner asked if there were still virtual appointments for outpatient services available. Ms. Kobuchi confirmed they do still provide some telehealth services. Ms. Boerner asked what the policy was if someone wanted those services. Ms. Kobuchi said it depends on the individual, it is a case-by-case scenario and ultimately up to the clinician. Ms. Gayle asked if all psychiatrists are virtual. Ms. Kobuchi said not all of them.

Mr. Parcell asked Ms. Kobuchi to talk about her staff's participation in Operation Safe Schools. Ms. Kobuchi said it was a local drill for law enforcement and fire and rescue and two of the emergency services therapists participated and provided support.

ACTION:

Mr. Parcell asked if there was something they could do for the staff that worked on the clearing of the waitlist to recognize their hard work, maybe a complimentary lunch. Mr. Wickens agreed and said they would think of something.

ACTION:

Ms. Curcio asked if we could begin to recognize staff members that received their licenses while at RACSB by having them come to the Board meeting. Mr. Wickens agreed this was a good idea.

C. COMPLIANCE, *Ms. Stephanie Terrell*

1. **Program Update** - Ms. Terrell shared with the Board that in February the compliance team focused on two projects. The first project was Policy Pro which will allow for all company policies for staff to be in one repository. They had four meetings last month where they shared with staff ways to develop a policy. So far, they have had one program already update their policy and procedures into the system. The other project, as mentioned in last month's update, is the In-Time Project. This is a proactive approach that the compliance team is taking to monitor Quarterlies and Individual Service Plans. A pilot program is currently underway with ID/DD Residential. In the pilot, one of the compliance team members reviews all quarterlies and all plans prior to them actually being finalized. This way staff can go back and make revisions. In the month of February, 30 quarterlies and 7 individual service plans were reviewed.
2. **Quality Assurance Report** – Ms. Terrell stated the Quality Assurance staff completed chart reviews for the following programs: *Medication Assisted Treatment (MAT)*: Discrepancies noted with Assessments, Individual Service Plans, Quarterly Review, Progress Notes, General Documentation. No average score given. *Mental Health Case Management: Spotsylvania*: Discrepancies noted with Assessments, Individual Service Plans, Quarterly Reviews, Progress Notes, average score increased from 76 to 85 on a 100-point scale. *Mental Health Outpatient: Stafford*: Discrepancies noted with Assessments, Individual Service Plans, Quarterly Reviews, Progress Notes, the average score decreased from 81 to 68 on a 100-point scale. *Substance Abuse Outpatient: Stafford*: Discrepancies noted with Assessments, Individual Service Plans, Quarterly Review, Progress Note, the average score decreased from 92 to 73 on a 100-point scale.

D. COMMUNICATIONS, *Ms. Amy Umble*

1. **Program Update** - Ms. Umble said that the Fredericksburg Free Press has been covering RAAI's Spring plant sale that is now going on. Also, this year the plant sale will have its own page on our website. Ms. Umble passed out the latest newsletter to Board members.

E. PREVENTION, *Ms. Michelle Wagaman*

1. **Program Update** - Ms. Wagaman shared that Spanish Mental Health First Aid was taking place this afternoon, and it's going really well. They had their ACE Interface Cohort at the end of February, it went really well- much appreciation to Amy Jindra for co-facilitating that with Ms. Wagaman. April is Child Abuse Prevention Month so they will be sending around information in the coming weeks.
2. **CounterTools Report** - Ms. Wagaman took the Board through the Tobacco Merchant (and Beyond) State Presentation.

3. **RAKOB- Creative Communities Partnership Grant** – The Rappahannock Area Kids on the Block (RAKOB) plans to apply to the City of Fredericksburg for the Government Challenge Grant. It is a matching grant program that combines local monies with state monies to support 501c3 Arts Organizations with operating funds. (The Rappahannock Area Community Services Board is not responsible for providing any additional funding.)

ACTION TAKEN: The Board approved the proposal to apply for the Creative Communities Partnership Grant.

Moved by: Mr. Claire Curcio

Seconded by: Ms. Susan Gayle

4. **HFRA – Women and Girls Fund Grant** - Healthy Families Rappahannock Area (HFRA) seeks approval to apply to the Women & Girls Fund through The Community Foundation of the Rappahannock River Region. The maximum award is \$50,000. The program seeks support for their initiative titled “The Motherhood Bridge: Connecting Moms to Care & Community” as outlined in data submitted.

ACTION TAKEN: The Board approved the proposal to apply to the Women & Girls Fund.

Moved by: Mr. Claire Curcio

Seconded by: Ms. Susan Gayle

The Board took a ten-minute break at this time.

F. FINANCE, Ms. Sara Keeler

1. **Program Update** – Ms. Keeler shared that one of the biggest items of note in the reports is a Medicaid issue—Medicaid deleted out all of our authorizations; therefore, we did not receive approximately \$1 million in revenue for our ID/DD programs. This has now been corrected, we have received the money, although the January numbers reflect the deficits. The reimbursement department is heavily working on cleanup of really old balances and a lot of them have bad addresses. On the accounting side, they completed the mid-year reporting to DBHDS. They are in the process of the HUD audits for the group homes. They are still wrapping up the RCS and RACSB audit, Ms. Keeler hopes to report that this is complete by next Board meeting. They have been actively providing information to Directors around salaries and benefits of all of their programs so they can make projections of where they are going to fall at the end of the year, and to prepare for the upcoming budget process. There is also an audit coming up from Social Security next week for the Rep Payee program.
2. Ms. Keeler reviewed the Summary of Cash Investments and Health Insurance.
3. Ms. Keeler reviewed the Summary of Investments.

ACTION:

Mr. Zurasky said that we need to reach out and talk to the Bank regarding the reinvestments they made after the recent maturity due to the short length and low

interest. Ms. Keeler confirmed she would speak to the Bank.

4. Ms. Keeler reviewed the Fee Revenue Reimbursement and Collections.
5. Ms. Keeler reviewed the Write-Off Report.
6. Ms. Keeler reviewed the Payroll Statistics.
7. Ms. Keeler reviewed the Financial Summary.

The Board moved to approve the financial summary.

ACTION TAKEN: The Board approved the financial summary.

Moved by: Mr. Matthew Zurasky

Seconded by: Ms. Susan Gayle

G. HUMAN RESOURCES, *Mr. Derrick Mestler*

1. **Program Update** – Mr. Mestler went over program highlights for February which was a very busy month, especially for payroll. He said they recognized they had some deficiencies with training in payroll and that it was time to retrain staff on the system and everything that has been learned over the past two years. The payroll specialist put together a great training which was rolled out in March and they are continuing to make sure everyone is up to speed. This will help ensure that HR can process payroll correctly and effectively. They are also working on their vendor management process and creating some efficiencies for them. They submitted an RFP for voluntary benefits for the upcoming plan year, more to follow on that next month in the benefits presentation. They have rescheduled the all-staff In-Service Day for April 23rd.
2. **Applicant and Recruitment Update** – Mr. Mestler noted that for the month of February, RACSB received 629 applications. Of the applications, 79 applicants listed the RACSB applicant portal as their recruitment source, 31 stated employee referrals as their recruitment source and 519 listed job boards as their recruitment source. At the end of February, there were 35 open positions, 27 full-time, 8 part-time.
3. **Turnover Report** – Mr. Mestler shared that HR processed a total of 8 employee separations for the month of February. Of the separations, 6 were voluntary and 2 were involuntary. Mr. Mestler referred to the graph and said there has been a fair amount of movement in many directions over the past months. They are continuing to get more detail on voluntary data to hone in on some of the voluntary turnover.

H. DEPUTY EXECUTIVE DIRECTOR, *Ms. Brandie Williams*

1. **Program Update** – Ms. Williams shared that they are moving forward with the work on the new data exchange and they are really excited about it although Netsmart continues to have its challenges in meeting our expectations.
2. **DBHDS Audit Reports**– Ms. Williams presented the results of three audits from the DBHDS multi team site visit. All results were very positive. There were four findings that were reviewed with the Board along with a Corrective Action Plan for Board approval.

The Board moved to approve the Corrective Action Plan.

ACTION TAKEN: The Board approved the Corrective Action Plan.

Moved by: Mr. Claire Curcio

Seconded by: Ms. Ken Lapin

3. **DBHDS Funding Application** – Ms. Williams shared that the Office of Crisis Services offered us the ability to apply for funding to support an automated medication dispensing device in our crisis stabilization unit. They're offering this opportunity to any CSB that has a CSU or a CRC. After working with our on-site pharmacy provider, RACSB has received multiple quotes for automated dispensing devices at significantly reduced cost for similar equipment and support. They submitted the application in response to the open DBHDS funding opportunity to cover BD Pyxis MedBank Tower and support from Altruix.

The Board moved to approve the DBHDS application for funding.

ACTION TAKEN: The Board approved the Application for Funding.

Moved by: Ms. Susan Gayle

Seconded by: Mr. Jacob Parcell

4. **Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital and Stafford Hospital Community Benefit Fund** – Ms.

Williams said that we had the opportunity to submit a proposal for potential funding through the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital and Stafford Hospital Community Benefit Fund targeted at funding behavioral health initiatives in rural locations. RACSB applied to support funding the one full-time school-based therapist placed within Fredericksburg City School. We received \$40,000 from the Joe and Mary Wilson Community Benefit Fund of Mary Washington Hospital Foundation and \$50,000 from the Stafford Hospital Board of Trustees. Letters of Agreement were submitted for consideration and Board approval.

Mr. Lapin said he thought we already had a plan to provide a therapist to the schools. Ms. Williams said we had planned to do that when Medicaid had planned to fund it sooner but there is a barrier to bill right now therefore our sustainability plan has not materialized yet. Mr. Lapin said we want to do it but we cannot bill for it. Ms. Williams confirmed.

ACTION:

Mr. Zurasky asked if the dollars received represent two separate positions. Ms. Williams stated it was one position. Mr. Zurasky asked where the position served. Ms. Williams said Fredericksburg. Mr. Zurasky said that in the letter of agreement for the Stafford Board of Trustees it references for a rural location. He asked if we were meeting the true intent of the grant in that case. Ms. Williams said she could reach out for them to change the wording because our application, as submitted, was clear it was for one therapist in Fredericksburg City. Mr. Zurasky said he wanted to raise his concern that we were not in compliance. Ms. Williams said she agreed and it was noted and that she would go back and ensure

it was clarified with the grant administrator before our Board chairperson was asked to sign the letters.

The Board moved to approve the proposal for potential funding.

ACTION TAKEN: The Board approved the proposal for potential funding with the clarification requested by Mr. Zurasky.

Moved by: Mr. Jacob Parcell

Seconded by: Ms. Glenna Boerner

5. Health Insurance Premium Holiday for both Employee and Agency Contributions – Ms. Williams shared that RACSB leadership would like the Board to consider granting both an employee and an Agency premium holiday for the remainder of this fiscal year. This would apply to all employees' health insurance contributions. No further amount would be deposited into the health insurance account this fiscal year. Not only would this continue to provide a benefit to employees, but would benefit agency programs as well by minimizing expenses charged to the program. This change would be in place for the next 7 pay periods. This would result in approximately \$1,463,000 not being deposited in the account, with \$1,253,000 cost savings to the programs. Our average monthly claims for the fiscal year are \$286,832 per month. We anticipate our health insurance account balance to decrease by \$1,003,912, leaving a health balance of \$2,899,673 at the start of the new fiscal year. Ms. Williams said this is not a risk, this is still a very healthy position. We do have stop loss in place for high claimants.

Mr. Zurasky asked if we wanted to cap it somewhere by having a date plus a dollar amount. After further discussion, it was agreed to extend the premium holiday to both employee and agency to the end of the fiscal year or until our health insurance account balance reaches an amount of \$2.5 million, at which time, we would reinstate premium contributions and notify the Board.

Ms. Beebe asked that a regular update be given to the Board on this account. Ms. Williams said she would ensure to do so.

The Board moved to approve the premium holiday for employee and agency with a budgeting cap of the end of the fiscal year or until our health insurance account balance decreases to \$2.5 million whichever occurs first.

ACTION TAKEN: The Board approved the premium holiday for employee and agency with a budgeting cap.

Moved by: Mr. Ken Lapin

Seconded by: Ms. Jacob Parcell

6. Strategic Planning Process & Project Timeline – Ms. Williams took the Board through a strategic planning presentation covering Step 1 of the strategic planning process: vision, values, vector. She told the Board that each month they will be receiving a deliverable similar to this one. She advised that she will follow

up with a detailed email asking for various levels of on-going Board participation.

IX. REPORT FROM THE EXECUTIVE DIRECTOR, *Mr. Joseph Wickens*

- A. Mr. Wickens announced that Delegate Phillip Scott from Spotsylvania will be visiting RACSB for a program discussion and tour on March 31, 2025 at 4:00pm. Both Ms. Beebe and Mr. Parcell plan to participate.
- B. Mr. Wickens shared that it's time for another VACSB Conference May 7-9th in Norfolk, VA with a focus on Training and Development. Please let us know if you plan to attend so we can get you registered and get your rooms reserved.

X. BOARD TIME

- A. Ms. Gayle said thank you.
- B. Mr. Parcell said thank you for the great reports and congratulations on no waitlist. Thank you for all the staff for their hard work on the strategic planning process.
- C. Ms. Curcio said thank you also, I'm so pleased that the numbers seem to get better every month, its clear improvements are being made and it's appreciated, and I appreciate the clarity of the financials.
- D. Ms. Boerner said thank you.
- E. Ms. Beebe said thank you.
- F. Mr. Zurasky said I also am encouraged and looking forward to the strategic planning process, we've laid out a wonderful plan and started it quite strongly.
- G. Mr. Lapin said thank you, good presentation Brandie, and thank you to all of you for what you do.

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

Ms. Beebe requested a motion for a closed meeting. Matters to be discussed:

- CRC Update

It was moved by Ms. Beebe and seconded by Ms. Curcio that the Board of Directors of the Rappahannock Area Community Services Board convene in a closed meeting pursuant to Virginia Code § 2.2 – 3711 A (4) for the protection and privacy of individuals in personal matters not related to public business; and Virginia Code § 2.2 – 3711 A (15) to discuss medical records excluded from 2.2 – 3711 pursuant to subdivision 1 of 2.2 – 3705.5.

The motion was unanimously approved.

Upon reconvening, Ms. Beebe called for a certification from all members that, to the best of their knowledge, the Board discussed only matters lawfully exempted from statutory open meeting requirements of the Freedom of Information Act; and only public business matters identified in the motion to convene the closed meeting.

A roll call vote was conducted:

Claire Curcio – Voted Aye

Nancy Beebe – Voted Aye

Susan Gayle – Voted Aye

Glenna Boerner _ Had to leave prior to certification

Jacob Parcell – Voted Aye

Matthew Zurasky – Voted Aye

Ken Lapin – Voted Aye

The motion was unanimously approved.

XII. ADJOURNMENT

The meeting adjourned at 6:46 PM.

Board of Directors Chair

Executive Director



April 8, 2025

Dear Brandon,

Congratulations on your selection as Employee of the Quarter for the Third Quarter 2025 (covering the months January – March 2025). The following nominations were submitted on your behalf:

1. I would like to nominate **Brandon Ashby** for Employee of the Quarter. Since Brandon's arrival at RAAI, he has truly brightened the atmosphere. His genuine connections with those we support, combined with his fun and engaging personality, bring joy to both the individuals we serve and his coworkers. Brandon consistently goes above and beyond to ensure that tasks are completed, all while remaining person-centered and ensuring participants have the most meaningful days possible. He always puts the individuals' needs first and strives to create a positive environment for everyone involved. It is rare to find anyone who doesn't enjoy Brandon's company. His presence and dedication make a lasting, positive impact on our team and those we support. Thank you for your consideration!
2. I would like to nominate Brandon Ashby. He is kind-hearted and good at his job as a DSP. He cares for the guys and never has a dull moment; he is a bundle of energy and always knows how to put a smile on anyone's face. He was meant to be here at RAAI, but we are so lucky to have him.
3. I would like to nominate Brandon Ashby. He works here at 750 KH and he has really brought in a wonderful positive vibe to both individuals first and his colleagues. He comes into work and ensures that laundry is done, he gets what he needs prepared for his day. Brandon is flexible and never gives attitude especially when an unexpected change. He is all around an amazing staff.

A one-time salary supplement of \$500 will be added to your paycheck.

The Rappahannock Area Community Services Board thanks you for your outstanding level of service to the agency. Please join us to be recognized at 600 Jackson Street in Board Room 208 for the Board of Directors Meeting on **April 15, 2025, at 3:00 PM**. The recognition will come at the beginning of the meeting, and then you will be photographed.

Please RSVP to this email ddobson@rappahannockareacsb.org, or call 540.899.4371 to let me know if you are able to attend.

Sincerely,

Joseph Wickens, Executive Director
Rappahannock Area Community Services Board

Cc: Derrick Mestler, Human Resources Director

Board Core Behaviors



Open and Honest
Communication



Ask
Tough Questions



Next Level
Decision Making

Memorandum

To: Joe Wickens, Executive Director

From: Steve Curtis, DD Residential Coordinator

Date: April 4th, 2025

Re: Myers Drive Respite Update

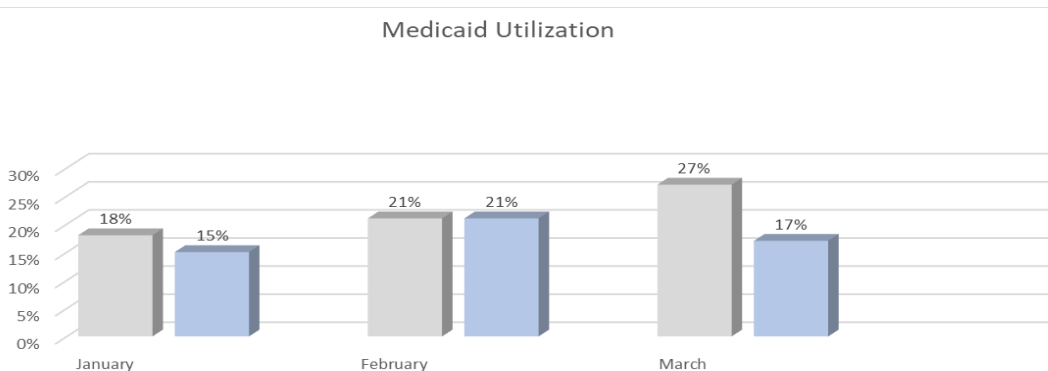
In December 2023, the Myers Respite team implemented improvement strategies to enhance the program's effectiveness, increase revenues, and manage expenses while also committing to offering valued services to individuals in our community. The following bullets highlight progress updates for each of the implemented strategies since they were last reviewed in January 2025.

- To help mitigate expenses, staff will continue to be assigned to work in other programs during periods of low utilization and associated expenses will be allocated to those other programs.
 - From January 1st to March 31st, 12.5 hours were worked and allocated to other programs. At this time, fewer hours are continuing to be allocated into other programs in relation to position freezes highlighted in the next bullet.
- Myers Respite program will freeze two vacant Direct Support Professional positions reducing expenses by approximately \$92,112.
 - A Full-time Direct Support Professional, and 1 Part-Time Direct Support Professional remain frozen since November 2023. In addition, a 2nd FT position that was vacated on March 28th, 2024 has remained frozen. These frozen positions equate to approximately \$142,840 annually in salary expenses.
 - The program supervisor vacated her position on 3/29/25. This position is currently not being recruited for; one of the DD Residential Assistant Coordinators is currently providing temporary program support and oversight to the two assistant managers in the program. The Myers Program Supervisor position starts with fringe at \$97,503 annually.
- Myers staff will continue to pursue other opportunities to promote services in the community.
 - On December 20th, 2024, Myers Drive re-submitted a grant application to KOVAR to request funds for a new portable lift in the home, and to replace furnishings in the home to help freshen the home's decor. Furnishings we are asking to replace via

KOVAR funds include a sofa, loveseat, ottoman, a lounge chair, and 6 dining room chairs. We learned this past quarter that this re-submitted grant will be reviewed at KOVAR's April 2025 board meeting.

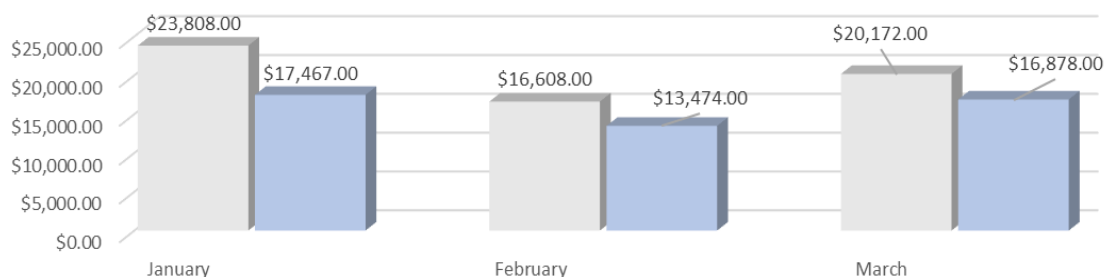
- The team will look at possibilities in the coming quarter for another program open house. A plan for a spring open house was delayed on the announcement that the program supervisor was departing, as we shifted to plan for program oversight and changeover of responsibilities.
 - On April 4th, 2025, Myers is hosting a tour for James Monroe Special Education students, teachers, and their families to share more about the program and next steps for accessing services at Myers.
- Support coordinators can, in turn, refer people on their caseloads to Myers whose families could benefit from the program
 - 3 individuals are currently being assessed to use Myers respite services (all 3 have the waiver). Additionally, since January 1st, 7 individuals have been assessed, accepted, and began using the service (6 have the waiver; 1 is self-pay).
 - From December 1st 2023 – December 1st, 2024, Myers had an enrollment of 61 different people. As of the end of March 2024, 39 individuals are currently enrolled, 79% of which have the waiver (see notes below regarding attrition).
 - The manager and her team will continue to reach out and invite guests to use their authorized waiver hours.
 - The Respite team continues to track the available number of hours for all individuals that have the waiver benefit for the purposes of making invitation calls to maximize program utilization.
 - Myers is re-evaluating utilization and scheduling. The program proposes to manage scheduling to maximize participation before opening additional days.
 - To maximize daily usage of Respite, the management team continued outreach efforts to families inviting them to use the program, targeting a minimum of 3 people using the program on any given day. Management also continued to call families to fill slots with other guests each time a cancellation occurred. Two separate inclement weather events, COVID/FLU/RSV illnesses, and transition of guests into other residential services (thereby disqualifying them for services at Myers Drive) all had a big impact in overall utilization of Myers from January through March. Overall monthly utilization (both waiver and private pay) has been as follows:
 - January – 15%

- February – 21%
 - March – 18%
- Being able to provide overnight care continues to be a distinguishing benefit of Myers Drive Respite. Myers served 23 different individuals for overnight stays in the program from January 1st through March 31st for a total of 51 overnights.
- Myers will evaluate the self-pay rate.
 - As a reminder, the new standard flat fee of \$11.44 per hour began at the beginning of May 2024 after notifying families of the change (formerly, RACSB’s sliding scale’s lowest rate was \$10/service with a monthly maximum of \$40).
 - From January 1 to March 31, 2025, 55.25 private pay hours were provided and equated to \$632 in revenue.
 - Since the change in the private pay standard flat fee was introduced in May 2024, revenue generated has been \$20,020 for 1750 hours.
 - As a comparison, total private pay revenue from January 1 – December 31st, 2023 totaled \$7165 for 2945 service hours.
- In FY25 Myers will pursue a goal of 40% Medicaid utilization or the equivalent of 20,966 hours annually for a revenue of \$474,439.
 - Myers comparisons between FY23 and FY24 Medicaid utilization for January to March showed decreases in Medicaid utilization for January and March. February 2025 was comparable to last February.
 - See chart below for specific monthly breakdowns for guest Medicaid utilization.
 - Medicaid hours billed for January - March, 2024 equated to 2877 service hours, or 22% Medicaid utilization on average for the period. Medicaid hours billed for January – March, 2025 equated to 2241 service hours, or 17% Medicaid utilization on average for the period.




- For January 1st to March 31st, Medicaid revenue totaled \$47,819, an overall decrease of \$12,769 this year as compared to 2024 (\$60,588).
- Please remember when viewing the graph below that collections represented for each month generally reflect the billing hours from the previous month. Also of note, money received for rendered services can and does stagger in timing over the course of a year based upon when DMAS (Department of Medical Assistance Services) posts payments and/or verifies new authorizations during individualized plan years. Simply put, we can expect to see some variance between the time services are billed and revenue is realized from those rendered services.

Medicaid Billing



- Additional information/comparisons
 - FY23 ended with a revenue of \$211,785.54 leaving Myers Drive at a deficit of \$406,042. FY24 ended with a revenue of \$285,354.64 leaving Myers Drive at a deficit of \$390,073. As of February's end, FY25 revenue is \$172,998 with a program deficit reported at \$310,489.
 - Over FY25, we have lost 12 guests that were utilizing services. Ten have moved into residential programs and 2 guests' families have moved out of the area. Of the 10 that moved into residential services, 2 chose group home services with RACSB. Those 2 individuals' fee service generation will equate to \$275,541 annually in the group homes.

MEMORANDUM

To: Joe Wickens, Executive Director
PC: Amy Jindra, Director of Community Supports
From: Alison Standing, ICC & Part C Services Manager 
Date: April 4, 2025

Attached please find our Part C Mid-Year Fiscal Report for State Fiscal Year 2025. There are three versions attached; the initial report submitted February 18, 2025, the revised report submitted March 10, 2025, and the second revised report submitted March 31, 2025. Also attached are the letter submitted to DBHDS identifying our anticipated deficit and the response we received.

The mid-year Part C fiscal report shows that we received \$1,921,948.30 in combined revenue for the three program areas of RACSB that make up the Part C system: ICC, Parent Education Infant Development Program, and Infant Case Management. Expenses through December were \$2,319,499.02 resulting in a deficit of (\$397,500.72).

During first half of fiscal year 2025 we provided ongoing services to 825 (down from 859 last year) infants and toddlers and processed 384 referrals (down from 426 last year).

The initial report submitted February 18, 2025 prompted a response on February 28, 2025 from DBHDS: *In reviewing the midyear expenditure reports, I noticed that you have a negative balance. Our office is unable to accept a mid-year budget ending with a negative balance. I understand that you are expecting a budget shortfall this year; however, the providers/ contractors have likely already been paid somehow and that should be reflected on the budget. Please revise the Mid-Year/ End of Year budget and resubmit to me as soon as possible.*

I resubmitted the report on March 10, 2025 removing the negative balance and identifying the current deficit. I received this response from DBHDS on March 17, 2025:

Thank you for your expenditure report revision, however "deficit" is not a funding source. Please identify the source of the dollars paid. These may, for example, be other program revenues that the local lead agency has contributed to meet all ITC Rappahannock Area obligations. We understand that federal and state Part C dollars, revenues from other public and private sources, family fees, etc., may not fully cover all costs associated with operating your local Part C system. Still, the report should specify actual revenues (including their sources) and expenditures. You are welcome to use the comment section to indicate these are one-time revenues, there is still an expected deficit, etc.

I submitted a second revision on March 31, 2025 which has not provoked a response as of this date. This revision identifies the deficit as "Agency transfer of fee revenue due to the program deficit."

In preparing the budget, I anticipated a deficit in SFY25 of \$1,279,037.13. Based on the mid-year report and more accurate figures for personnel costs, I anticipate we will finish the year with a significant deficit but not as high as initially projected. Closer to \$1Million.

Excerpts from the contract related to finances and reporting:

Section 2.1.1.h *Notify the Early Intervention Program Manager, in writing, of anticipated budget shortfalls, including supporting documentation of need, specific reasons for need and efforts to secure other available funding, upon the identification of the potential financial need. The written notification shall include the signatures of the local system manager, executive director, and fiscal personnel. Once the contract has been fully executed, the Purchasing Agency will provide the contact information for the Early Intervention Program Manager.*

Section 2.1.2.c *Ensure that local practices are in compliance with the Requirements for Virginia's Early Intervention System found at 12 VAC35- 225 et.seq., the Infant & Toddler Connection of Virginia Practice Manual, and Federal Part C regulations at 34 C.F.R. Part 303 regarding accessing all appropriate sources of funding and services prior to the use of State and, lastly, Federal Part C funds for early intervention services or activities. Based upon local availability, accessibility and individual requirements, those funding sources may include, but are not limited to the following:*

- (1) Medicaid/FAMIS — Medicaid/FAMIS eligible children must receive early intervention services from Medicaid enrolled providers through the Medicaid Early Intervention Services Programs. Other services may be covered based on eligibility and other factors through other Medicaid programs including, but not limited to waivers, and Early Periodic Screening, Diagnosis and Treatment (EPSDT).*
- (2) Maternal Child Health;*
- (3) TRICARE;*
- (4) State General Funds;*
- (5) Local government funds;*
- (6) Private funds, including private third-party insurance with parental permission;*
- (7) Donations;*
- (8) Family fees; and*
- (9) All other locally identified sources of funding that apply to Part C services.*

Section 2.1.2.j.6.c *Fiscal Management Verification to ensure that the Local Lead Agency has procedures that are reasonably designed to:*

- 1. ensure the timely obligation and use of IDEA funds at the local level; and*
- 2. ensure the use of IDEA funds at the local level are in accordance with the Section 4.0 Fiscal Assurances of this Contract.*

Section 2.1.2.j.8 *Make available local Part C system financial data, including all revenue sources and expenditures for a financial audit and/or the Fiscal Management Verification, as determined necessary for DBHDS to make required assurances to the U.S. Department of Education Office of Special Education Programs (OSEP), and submit to DBHDS any fiscal findings related to the local Part C early intervention system from an audit conducted by an entity other than DBHDS. Individual Local System expenditure reports shall not be shared with the U.S. Department of Education; only aggregated information from all local systems shall be shared with OSEP.*

Section 2.1.2.k *Notify in writing, the DBHDS Part C Technical Assistance Consultant, and/or Monitoring Consultant, of local barriers to meeting the following requirements and work collaboratively with DBHDS to address those barriers:*

- (1) Payor of last resort (including barriers to billing family fees and insurance) and local maintenance of effort provisions of Part C of IDEA;*

Section 3.2.14 *Written acknowledgement to the Local Lead Agency, within 15 business days of the receipt of notification from the local Part C system of insufficient financial resources. The acknowledgement shall include identified steps and proposed timeframes for resolution.*

Section 4.1.2 *Every effort shall be made to maintain the level of local funds expended for Part C services in order to support the State's ability to meet the federal non-supplanting assurance. Federal funds made available under Part C shall be used to supplement and increase the level of State and local funds expended for infants and toddlers with disabilities and their families and in no case supplant such State and local funds appropriated or budgeted at the state and local level for Part C services. **Alison's note: Local funds are defined as "Any funds that were awarded to the local lead agency to be used for Part C. These were originally local government revenue."*

Section 4.1.4 *Every effort shall be made to routinely and regularly consider and access all available sources of funds prior to use of Part C funds. To meet the payor of last resort provision, the requirements on non-substitution of funds and non-reduction of other benefits shall be met.*

Section 4.1.6 *Part C funds shall be used by the Local Lead Agency to plan, develop, and implement a local interagency system of early intervention services for Part C-eligible children and their families as defined in the Requirements for Virginia's Early Intervention System found at 12 VAC35-225 et.seq. and shall be expended in accordance with federal requirements, including requirements for the provision of direct services not provided or funded by other sources.*

Section 5.4 *Changes to Funds: Upon request by the Local Lead Agency for changes in its original funding amounts, the DBHDS reserves the right to grant additional funds to the Local Lead Agency (if additional funds were requested by the Local Lead Agency). The DBHDS reserves the right to reduce the amount of funds previously allocated to the Local Lead Agency if a reduction is requested by the Local Lead Agency or by the DBHDS. The DBHDS shall notify the Local Lead Agency of the amount of funds added to its original funding amounts and what the additional funds may be used for, or the reduction to its original funding, by issuing a letter to the Local Lead Agency. This letter shall be made part of the Contract.*

Section 6.15 *AVAILABILITY OF FUNDS: It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent that the legislature has appropriated funds that are legally available or may hereafter become legally available for the purpose of this agreement.*

Section 7.2 *CANCELLATION OF CONTRACT: The purchasing agency reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the contractor. In the event the initial contract period is for more than 12 months, the resulting contract may also be terminated by the contractor, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.*

Section 10.0 *COMPENSATION AND PAYMENT*

The DBHDS will pay the Local Lead Agency semi-monthly. The timely submission of the Local System Budget in accordance with 3.1.1a of this Contract and Expenditure Reports by the Local Lead Agency in accordance with Section 2.1.1.b (1) and 2.1.1.d(1) of this Contract are required for the continuance of automatic allocations. The DBHDS may suspend any further semi-monthly payments until required reports are received in accordance with this Contract.

State General Funds \$1,411,549.00

(Federal Fiscal Year (FFY) Infants and Toddlers with Disabilities Catalog of Federal Domestic Assistance (CFDA) #84.181) \$447,568.00

TOTAL PART C 2025 ALLOCATION: \$1,859,117.00

The Local Lead Agency shall use Federal Part C funds and State General funds for the implementation of the Part C early intervention system in accordance with all requirements and provisions in this Contract.

Part C Fiscal Report Self Evaluation Instructions: *“Do sections A and B balance? If they do not, contact your Part C Monitoring Consultant for assistance. Do not submit an unbalanced report.”*

Part C LEIS LLA Fiscal Report

Infant & Toddler Connection of the Rappahannock Area
 LLA: Rappahannock Area Community Services Board
 Contract Number: 720-5603-30
 DUNS Number: 789728649
 FFY24/SFY25

Revision Date * N/A

Section A: Budget, Service Information & Expenditures								
	Budgeted Federal Part C Revenue	Budgeted State Part C Revenue	Budgeted Additional Revenues	Budgeted TOTAL Revenues	Actual Expenditures 07/01 - 12/31	Actual Expenditures 01/01 - 06/30	TOTAL Expenditures	Comments
DIRECT SERVICES								
<i>Billed by 15-minute increments/units</i>								
Assessment for Service Planning	\$0.00	\$291,050.00	\$509,632.94	\$800,682.94	\$387,187.35	\$0.00	\$387,187.35	Please see letter dated 9/26/24 regarding anticipated deficit.
Counseling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nursing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Occupational Therapy	\$0.00	\$150,291.30	\$195,603.73	\$345,895.03	\$167,264.94	\$0.00	\$167,264.94	Please see letter dated 9/26/24 regarding anticipated deficit.
Occupational Therapy - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Physical Therapy	\$0.00	\$150,291.30	\$195,603.73	\$345,895.03	\$167,264.94	\$0.00	\$167,264.94	Please see letter dated 9/26/24 regarding anticipated deficit.
Physical Therapy - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Psychology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Social Work	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Developmental Services	\$0.00	\$242,136.00	\$315,139.33	\$557,275.33	\$269,482.39	\$0.00	\$269,482.39	Please see letter dated 9/26/24 regarding anticipated deficit.
Speech Language Pathology	\$0.00	\$292,233.09	\$380,340.58	\$672,573.67	\$325,237.37	\$0.00	\$325,237.37	Please see letter dated 9/26/24 regarding anticipated deficit.
Speech-Language Pathology - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Vision	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$0.00	\$1,126,001.69	\$1,596,320.31	\$2,722,322.00	\$1,316,436.99	\$0.00	\$1,316,436.99	
DIRECT SERVICES								
<i>Individual Activities</i>								
Assistive Technology Devices	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Audiology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Eligibility Determination (EI Providers)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Health	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nutrition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Service Coordination	\$78,103.02	\$505,945.98	\$1,217,562.12	\$1,801,611.12	\$826,218.59	\$0.00	\$826,218.59	Please see letter dated 9/26/24 regarding anticipated deficit.
Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$78,103.02	\$505,945.98	\$1,217,562.12	\$1,801,611.12	\$826,218.59	\$0.00	\$826,218.59	
SYSTEM OPERATIONS								
Administration	\$93,000.00		\$0.00	\$93,000.00	\$74,934.61	\$0.00	\$74,934.61	
System Management	\$142,464.98		\$0.00	\$142,464.98	\$65,357.66	\$0.00	\$65,357.66	
Data Collection	\$100,000.00		\$0.00	\$100,000.00	\$33,113.85	\$0.00	\$33,113.85	
Training	\$24,000.00		\$0.00	\$24,000.00	\$1,627.44	\$0.00	\$1,627.44	
Public Awareness/Child Find	\$10,000.00		\$0.00	\$10,000.00	\$1,759.88	\$0.00	\$1,759.88	
Other System Cost	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$369,464.98		\$0.00	\$369,464.98	\$176,793.44	\$0.00	\$176,793.44	
TOTAL REVENUES & EXPENDITURES	\$447,568.00	\$1,631,947.67	\$2,813,882.43	\$4,893,398.10	\$2,319,449.02	\$0.00	\$2,319,449.02	

Section B: Revenues by Source								
SOURCE	Annual Budget	Actual Revenues 07/01 - 12/31	Actual Expenditures 07/01 - 12/31	Mid-Year Balance	Actual Revenues 01/01 - 06/30	Actual Expenditures 01/01 - 06/30	Final Balance	Comments
Federal Part C Funds	\$447,568.00	\$223,784.04	\$223,784.04	\$0.00	\$0.00	\$0.00	\$0.00	
Federal Part C Retained Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
State Part C Funds	\$1,411,549.00	\$705,774.48	\$705,774.48	\$0.00	\$0.00	\$0.00	\$0.00	
State Part C Retained Earnings	\$220,398.67	\$220,398.67	\$220,398.67	\$0.00	\$0.00	\$0.00	\$0.00	
State Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Local Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Medicaid	\$908,520.00	\$478,996.38	\$478,996.38	\$0.00	\$0.00	\$0.00	\$0.00	
Medicaid EI TCM	\$410,336.00	\$191,749.09	\$191,749.09	\$0.00	\$0.00	\$0.00	\$0.00	
Insurance	\$101,943.38	\$51,265.45	\$51,265.45	\$0.00	\$0.00	\$0.00	\$0.00	
TRICARE	\$47,540.59	\$27,338.32	\$27,338.32	\$0.00	\$0.00	\$0.00	\$0.00	
Family Cost Share	\$66,505.33	\$22,641.87	\$22,641.87	\$0.00	\$0.00	\$0.00	\$0.00	
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
In Kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) → Anticipated Deficit	\$1,279,037.13	\$0.00	\$397,500.72	(\$397,500.72)	\$0.00	\$0.00	(\$397,500.72)	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL REVENUES & EXPENDITURES	\$4,893,398.10	\$1,921,948.30	\$2,319,449.02	(\$397,500.72)	\$0.00	\$0.00	(\$397,500.72)	
SURPLUS	\$0.00	(\$397,500.72)			\$0.00		(\$397,500.72)	

Part C LEIS LLA Fiscal Report

Infant & Toddler Connection of the Rappahannock Area
 LLA: Rappahannock Area Community Services Board
 Contract Number: 720-5603-30
 DUNS Number: 789728649
 FFY24/SFY25

Revision Date * N/A

Section A: Budget, Service Information & Expenditures								
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<i>Billed by 15-minute increments/units</i>								
Assessment for Service Planning	\$0.00	\$291,050.00	\$509,632.94	\$800,682.94	\$387,187.35	\$0.00	\$387,187.35	Please see letter dated 9/26/24 regarding anticipated deficit.
Counseling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nursing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Occupational Therapy	\$0.00	\$150,291.30	\$195,603.73	\$345,895.03	\$167,264.94	\$0.00	\$167,264.94	Please see letter dated 9/26/24 regarding anticipated deficit.
Occupational Therapy - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Physical Therapy	\$0.00	\$150,291.30	\$195,603.73	\$345,895.03	\$167,264.94	\$0.00	\$167,264.94	Please see letter dated 9/26/24 regarding anticipated deficit.
Physical Therapy - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Psychology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Social Work	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Developmental Services	\$0.00	\$242,136.00	\$315,139.33	\$557,275.33	\$269,482.39	\$0.00	\$269,482.39	Please see letter dated 9/26/24 regarding anticipated deficit.
Speech Language Pathology	\$0.00	\$292,233.09	\$380,340.58	\$672,573.67	\$325,237.37	\$0.00	\$325,237.37	Please see letter dated 9/26/24 regarding anticipated deficit.
Speech-Language Pathology - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Vision	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$0.00	\$1,126,001.69	\$1,596,320.31	\$2,722,322.00	\$1,316,436.99	\$0.00	\$1,316,436.99	
DIRECT SERVICES								
<i>Individual Activities</i>								
Assistive Technology Devices	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Audiology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Eligibility Determination (EI Providers)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Health	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nutrition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Service Coordination	\$78,103.02	\$505,945.98	\$1,217,562.12	\$1,801,611.12	\$826,218.59	\$0.00	\$826,218.59	Please see letter dated 9/26/24 regarding anticipated deficit.
Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$78,103.02	\$505,945.98	\$1,217,562.12	\$1,801,611.12	\$826,218.59	\$0.00	\$826,218.59	
SYSTEM OPERATIONS								
Administration	\$93,000.00		\$0.00	\$93,000.00	\$74,934.61	\$0.00	\$74,934.61	
System Management	\$142,464.98		\$0.00	\$142,464.98	\$65,357.66	\$0.00	\$65,357.66	
Data Collection	\$100,000.00		\$0.00	\$100,000.00	\$33,113.85	\$0.00	\$33,113.85	
Training	\$24,000.00		\$0.00	\$24,000.00	\$1,627.44	\$0.00	\$1,627.44	
Public Awareness/Child Find	\$10,000.00		\$0.00	\$10,000.00	\$1,759.88	\$0.00	\$1,759.88	
Other System Cost	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$369,464.98		\$0.00	\$369,464.98	\$176,793.44	\$0.00	\$176,793.44	
TOTAL REVENUES & EXPENDITURES	\$447,568.00	\$1,631,947.67	\$2,813,882.43	\$4,893,398.10	\$2,319,449.02	\$0.00	\$2,319,449.02	

Section B: Revenues by Source								
SOURCE	Annual Budget	Actual Revenues 07/01 - 12/31	Actual Expenditures 07/01 - 12/31	Mid-Year Balance	Actual Revenues 01/01 - 06/30	Actual Expenditures 01/01 - 06/30	Final Balance	Comments
Federal Part C Funds	\$447,568.00	\$223,784.04	\$223,784.04	\$0.00	\$0.00	\$0.00	\$0.00	
Federal Part C Retained Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
State Part C Funds	\$1,411,549.00	\$705,774.48	\$705,774.48	\$0.00	\$0.00	\$0.00	\$0.00	
State Part C Retained Earnings	\$220,398.67	\$220,398.67	\$220,398.67	\$0.00	\$0.00	\$0.00	\$0.00	
State Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Local Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Medicaid	\$908,520.00	\$478,996.38	\$478,996.38	\$0.00	\$0.00	\$0.00	\$0.00	
Medicaid EI TCM	\$410,336.00	\$191,749.09	\$191,749.09	\$0.00	\$0.00	\$0.00	\$0.00	
Insurance	\$101,943.38	\$51,265.45	\$51,265.45	\$0.00	\$0.00	\$0.00	\$0.00	
TRICARE	\$47,540.59	\$27,338.32	\$27,338.32	\$0.00	\$0.00	\$0.00	\$0.00	
Family Cost Share	\$66,505.33	\$22,641.87	\$22,641.87	\$0.00	\$0.00	\$0.00	\$0.00	
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
In Kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) → Anticipated Deficit	\$1,279,037.13	\$0.00	\$397,500.72	(\$397,500.72)	\$0.00	\$0.00	(\$397,500.72)	
Other (specify) → Deficit	\$0.00	\$397,500.72	\$0.00	\$397,500.72	\$0.00	\$0.00	\$397,500.72	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL REVENUES & EXPENDITURES	\$4,893,398.10	\$2,319,449.02	\$2,319,449.02	\$0.00	\$0.00	\$0.00	\$0.00	
SURPLUS	\$0.00	\$0.00			\$0.00		\$0.00	

Part C LEIS LLA Fiscal Report

Infant & Toddler Connection of the Rappahannock Area
LLA: Rappahannock Area Community Services Board
Contract Number: 720-5603-30
DUNS Number: 789728649
FFY24/SFY25

Revision Date * N/A

2nd Revision submitted 3/31/25

Section A: Budget, Service Information & Expenditures								
	Budgeted Federal Part C Revenue	Budgeted State Part C Revenue	Budgeted Additional Revenues	Budgeted TOTAL Revenues	Actual Expenditures 07/01 - 12/31	Actual Expenditures 01/01 - 06/30	TOTAL Expenditures	Comments
DIRECT SERVICES								
<i>Billed by 15-minute increments/units</i>								
Assessment for Service Planning	\$0.00	\$291,050.00	\$509,632.94	\$800,682.94	\$387,187.35	\$0.00	\$387,187.35	Please see letter dated 9/26/24 regarding anticipated deficit.
Counseling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nursing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Occupational Therapy	\$0.00	\$150,291.30	\$195,603.73	\$345,895.03	\$167,264.94	\$0.00	\$167,264.94	Please see letter dated 9/26/24 regarding anticipated deficit.
Occupational Therapy - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Physical Therapy	\$0.00	\$150,291.30	\$195,603.73	\$345,895.03	\$167,264.94	\$0.00	\$167,264.94	Please see letter dated 9/26/24 regarding anticipated deficit.
Physical Therapy - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Psychology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Social Work	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Developmental Services	\$0.00	\$242,136.00	\$315,139.33	\$557,275.33	\$269,482.39	\$0.00	\$269,482.39	Please see letter dated 9/26/24 regarding anticipated deficit.
Speech Language Pathology	\$0.00	\$292,233.09	\$380,340.58	\$672,573.67	\$325,237.37	\$0.00	\$325,237.37	Please see letter dated 9/26/24 regarding anticipated deficit.
Speech-Language Pathology - AT Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Vision	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$0.00	\$1,126,001.69	\$1,596,320.31	\$2,722,322.00	\$1,316,436.99	\$0.00	\$1,316,436.99	
DIRECT SERVICES								
<i>Individual Activities</i>								
Assistive Technology Devices	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Audiology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Eligibility Determination (EI Providers)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Health	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nutrition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Service Coordination	\$78,103.02	\$505,945.98	\$1,217,562.12	\$1,801,611.12	\$826,218.59	\$0.00	\$826,218.59	Please see letter dated 9/26/24 regarding anticipated deficit.
Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$78,103.02	\$505,945.98	\$1,217,562.12	\$1,801,611.12	\$826,218.59	\$0.00	\$826,218.59	
SYSTEM OPERATIONS								
Administration	\$93,000.00		\$0.00	\$93,000.00	\$74,934.61	\$0.00	\$74,934.61	
System Management	\$142,464.98		\$0.00	\$142,464.98	\$65,357.66	\$0.00	\$65,357.66	
Data Collection	\$100,000.00		\$0.00	\$100,000.00	\$33,113.85	\$0.00	\$33,113.85	
Training	\$24,000.00		\$0.00	\$24,000.00	\$1,627.44	\$0.00	\$1,627.44	
Public Awareness/Child Find	\$10,000.00		\$0.00	\$10,000.00	\$1,759.88	\$0.00	\$1,759.88	
Other System Cost	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$369,464.98		\$0.00	\$369,464.98	\$176,793.44	\$0.00	\$176,793.44	
TOTAL REVENUES & EXPENDITURES	\$447,568.00	\$1,631,947.67	\$2,813,882.43	\$4,893,398.10	\$2,319,449.02	\$0.00	\$2,319,449.02	

Section B: Revenues by Source								
SOURCE	Annual Budget	Actual Revenues 07/01 - 12/31	Actual Expenditures 07/01 - 12/31	Mid-Year Balance	Actual Revenues 01/01 - 06/30	Actual Expenditures 01/01 - 06/30	Final Balance	Comments
Federal Part C Funds	\$447,568.00	\$223,784.04	\$223,784.04	\$0.00	\$0.00	\$0.00	\$0.00	
Federal Part C Retained Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
State Part C Funds	\$1,411,549.00	\$705,774.48	\$705,774.48	\$0.00	\$0.00	\$0.00	\$0.00	
State Part C Retained Earnings	\$220,398.67	\$220,398.67	\$220,398.67	\$0.00	\$0.00	\$0.00	\$0.00	
State Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Local Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Medicaid	\$908,520.00	\$478,996.38	\$478,996.38	\$0.00	\$0.00	\$0.00	\$0.00	
Medicaid EI TCM	\$410,336.00	\$191,749.09	\$191,749.09	\$0.00	\$0.00	\$0.00	\$0.00	
Insurance	\$101,943.38	\$51,265.45	\$51,265.45	\$0.00	\$0.00	\$0.00	\$0.00	
TRICARE	\$47,540.59	\$27,338.32	\$27,338.32	\$0.00	\$0.00	\$0.00	\$0.00	
Family Cost Share	\$66,505.33	\$22,641.87	\$22,641.87	\$0.00	\$0.00	\$0.00	\$0.00	
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
In Kind	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other (specify) → Anticipated Deficit	\$1,279,037.13	\$0.00	\$397,500.72	(\$397,500.72)	\$0.00	\$0.00	(\$397,500.72)	
Other (specify) → See Comments Column	\$0.00	\$397,500.72	\$0.00	\$397,500.72	\$0.00	\$0.00	\$397,500.72	Agency transfer of fee revenue due to program deficit
Other (specify) →	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL REVENUES & EXPENDITURES	\$4,893,398.10	\$2,319,449.02	\$2,319,449.02	\$0.00	\$0.00	\$0.00	\$0.00	
SURPLUS	\$0.00	\$0.00			\$0.00		\$0.00	

RAPPAHANNOCK AREA
COMMUNITY SERVICES BOARD

September 26, 2024

Kyla Patterson
Early Intervention Program Manager
DBHDS
1220 Bank Street
P.O. Box 1797
Richmond, Virginia 23218

Dear Kyla,

In preparing the FY25 Part C budget, we have identified an anticipated deficit in the amount of \$1,279,037.13. While this is a preliminary figure based on estimates, we anticipate our deficit for FY25 to remain significant.

Rappahannock Area Community Services Board (RACSB) is proud of the Parent Education – Infant Development program, which has served infants and toddlers with developmental delays and disabilities in Planning District 16 since 1979. In an effort to retain our talented providers and entice providers to join our team and fill persistent vacancies, RACSB implemented significant pay increases and adjustments to our salary scale in January 2024 and again in July 2024. These increases are the primary source of our anticipated deficit.

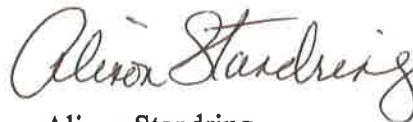
While reimbursement rates were increased 12.5% in the last few years, the rate is not enough to support a member of our team who maintains appropriate utilization nor the cost of administrative support and other costs associated with running a program. We have managed to stay within our budget in recent years due to lower salaries, less administrative burden, persistent vacancies, and very high caseloads, none of which is sustainable for a healthy workforce and quality, timely service.

We appreciate your consideration of an additional allocation to our early intervention system to support this valuable program.

Sincerely,



Joe Wickens
Executive Director



Alison Standring
Local System Manager

600 Jackson Street
Fredericksburg, VA 22401
540-373-3223

RappahannockAreaCSB.org

hope starter 

From: [Patterson, Kyla \(DBHDS\)](#)
To: [Alison Standring](#); [Chambers, Ariel \(DBHDS\)](#); [Nelligan, Terri \(DBHDS\)](#)
Cc: [Joe Wickens](#); [Amy Jindra](#); [Brandie Williams](#)
Subject: Re: Part C FY25 Budget and Deficit Notification
Date: Monday, September 30, 2024 1:33:23 PM
Attachments: [image001.png](#)
[image002.png](#)
[Outlook-v2yeaine.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Alison,

I am acknowledging receipt of your notification of an anticipated deficit. Although I do not anticipate having additional funds available this year, I will continue to monitor expenditures at the state level as well as your local status. Terri is available to provide technical assistance as you work to maximize all available revenue sources and consider opportunities, if any, to reduce costs.

Kyla

[Kyla Patterson](#)

Early Intervention Program Manager
Virginia Department of Behavioral Health
and Developmental Services
Cell: 804-402-8759



A life of possibilities for all Virginians

From: Alison Standring <astandring@rappahannockareacsb.org>
Sent: Friday, September 27, 2024 4:44 PM
To: Chambers, Ariel (DBHDS) <Ariel.Chambers@dbhds.virginia.gov>; Nelligan, Terri (DBHDS) <Terri.Nelligan@dbhds.virginia.gov>; Patterson, Kyla (DBHDS) <k.patterson@dbhds.virginia.gov>
Cc: Joe Wickens <jwickens@rappahannockareacsb.org>; Jindra, Amy (DBHDS) <ajindra@rappahannockareacsb.org>; Brandie Williams <bwilliams@rappahannockareacsb.org>
Subject: Part C FY25 Budget and Deficit Notification

Caution: This is an **External message**. Do not open attachments or click links without verifying that it is from a trusted source and you know the content is safe.

Good afternoon,

Attached please find our Part C FY25 budget and a letter notifying you of our anticipated deficit and a request for additional funds. Please do not hesitate to contact me if you have any questions.

Thank you,

Alison Standing
ICC & Part C Services Manager
Infant & Toddler Connection of the Rappahannock Area
Rappahannock Area Community Services Board
4605 Carr Drive
Fredericksburg, VA 22408
540.899.4347 Direct
540.940.2286 Fax
astanding@rappahannockareacsb.org

To make a referral for early intervention services:

Call the Parent Education - Infant Development Program at 540.372.3561

or visit: <https://itcva.online/> and select "Referral."

www.rappahannockareacsb.org



Find us on Facebook at <https://www.facebook.com/RACSBPEID/>

NOTICE: This communication and any attachments may contain privileged or other confidential information protected by HIPAA legislation (45 CFR, Parts 160 and 164). If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate to the sender that you received this communication in error, and delete the copy you received. Thank you.

NOTICE: This communication and any attachments may contain privileged or other confidential information protected by HIPAA legislation (45 CFR, Parts 160 and 164). If you are not intended recipient, or believe that you have received this communications in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate to the sender that you have received this communications in error, and deleted the copy you received. Thank you.

Community Support Services Program Updates

April 2025

Assertive Community Treatment (ACT) - Sarah McClelland

ACT Peer Specialists for both Teams provided support to clients who assisted Rappahannock Adult Activities plant seeds as RAAI gears up for its spring plant sale. Our clients who participated, enjoyed this activity which increased socialization and reduced isolation. Our amazing peer specialists have been instrumental with encouraging ACT clients to participate in positive and healthy community activities.

Our 55+ group meets on Fridays mornings, is a big success and is growing! It now has 8 – 10 group members and is an important aspect of client engagement and is a great collaboration between ACT North and ACT South teams for individuals who have trouble engaging in the community due to socialization challenges.

ACT had two new clients enrolled this month. Finally, ACT has a new Coordinator, who started the first week of March and is getting acclimated to the team.

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

We are currently supporting 115 individuals. We are assessing 4 individuals to determine start dates in the next 90 days. We currently have 8 positions frozen that have been vacated by staff. As we have new admissions and net growth, we will unfreeze positions as start dates are set for individuals. We have slightly restructured to have several assistants split between 2 locations to better balance the budget. We have received approval for one additional individual to receive 1:1 Customized rate services, making a total of 7. We also started a second group of CE only folks at the Massad YMCA, making a total of 9 individuals in those services.

RAAI is receiving a \$25,000 grant from B101.5 during the month of April, focusing on our Spring Plant Sale, Workshops, and Horticulture program. See Facebook page for updates and events. Spring Plant sale starts 4/3 and will be open Mon-Fri 10am-4pm, Sat 9-12. Tickets available for workshops on our website.

Developmental Disabilities (DD) Residential Services - Stephen Curtis

Continuing assessments were the ongoing theme this month for DD Residential. In March, we identified 1 individual for the last open spot at Leeland group home for acceptance (move in set for 4/25) and 1 individual that will transition from our Sponsored Placement program into our Ross ICF home (move in set for April 11). We are completing tours and jumping on all assessments for referrals within a week of hearing from support coordinators of anyone considering residential services. We are excited about the opportunity to provide supports to more people in our community.

The Mount (Mount Ararat Baptist Church) hosted the annual “Bright Night” prom event for individuals with developmental disabilities on March 21th. Individuals from several of our residential programs participated in the event, and enjoyed being rock stars for the evening. This dance, along with the “Night to Shine” event at Salem Fields Community Church (held in February), continue to be fan favorites. Tickets for both events go fast, but we were fortunate this year to have been able to participate in both events.

DD Residential experienced the loss of a friend that passed away in late March. We respectfully offer gratitude and praise to our residential team members that contributed to 18 years of successful supports to this gentleman at our Igo Road Group Home. He made a huge impression on our hearts, and will definitely be missed.

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

There are currently 529 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 working to schedule 16 assessments per week. We had 82 referrals in March. We are working to increase referrals but are hearing that referrals are down for many Early Intervention programs in the state. We currently have 15 full time providers on staff and one contract staff member. One of our 15 was out on emergency leave but will return April 7. We anticipate losing our contracted Educator in August. We are not filling the open Educator position at this time.

Mental Health (MH) Residential Services - Nancy Price

MH Residential has 2 active referrals for transitional beds. Assessments have been completed and they are in the process of completing overnight passes. There are currently 2 vacant transitional beds at Home Road and 1 vacancy at Lafayette.

Although community beds are filled at Home Road, Lafayette has one vacancy that became available in March. There are 3 active community referrals and programs that have completed passes for upcoming vacancies. One individual completed a pass at Home Road, but was identified as needing a higher level of skill building. A pass is currently scheduled for him at Lafayette Boarding House.

One individual transitioned from Lafayette Boarding House to Liberty Street in March. This filled one of the two vacancies at Liberty Street, which opened one community bed at Lafayette.

There are currently 67 individuals currently housed through PSH, and 13 additional people who have been approved for PSH, who are in the process of being housed. Two individuals had apartment applications approved and will move in April. PSH is funded for 91 units.

PSH management completed interviews for the one PSH Case Manager position that is available. A hiring packet was submitted at the end of March. The person selected brings a wealth of experience in mental health, individuals experiencing homelessness, diversion and case management.

Home Road management interviewed for the two Residential Counselor I staffing vacancies. Both positions had offers made and new staff are scheduled for NEO the week of April 14.

Nancy Price and Amy Jindra met with Fredericksburg DSS on March 26. We met with Christen Gallik, Director, and three senior eligibility supervisors. Nancy and Amy requested the meeting with Ms. Gallik to help identify gaps in processing Medicaid applications and spend downs, and help improve the communication and workflow between our agencies. The meeting was productive and there is now a single point of contact for Fredericksburg DSS.

Psychosocial Rehabilitation: Kenmore Club - Anna Loftis

Kenmore Club was visited by a staff from Raft House, and we received high praise for our busy schedule and quantity of activities. We took the members to see Shrek the Musical at the local theater, and we will be participating in the Earth Day festival later this month. We are working towards the Art of Recovery in May. The reception will be held at the downtown library from 5-8pm on Friday May 2.

Sunshine Lady House (Crisis Stabilization) - Latroy Coleman

SLH received 44 prescreens in the month of March 2025. The program accepted 35 individuals. Of the 35 accepted, only 33 admitted to the program. The 2 who did not admit chose to attend a program closer to their locality. Of the prescreens denied, 8 were due to medical concerns. Services have begun with a yoga instructor and an emotional support animal. Both were a huge success. We continue to look at programming in efforts to provide alternatives for our guests. We are excited that our intern through Germanna will join our team as a part-time peer in April.



April 3, 5:30 p.m Paint and Petals \$35

Join us for a blooming good time! You will cut your own bouquet from our tulip garden, and then join our guest artist Izzy Petretich who will guide you as you paint a gorgeous tulip and butterfly composition on a 16x20 canvas.

A bouquet of six tulips and painting supplies are included with your ticket.



April 10, 5:30 p.m. Talk Dirt to Me \$25

Healthy soil is the foundation of a good garden! Bring some of your soil, and find out if it has what it takes to grow healthy plants! We'll test the ph and give guidance on what your dirt may need.

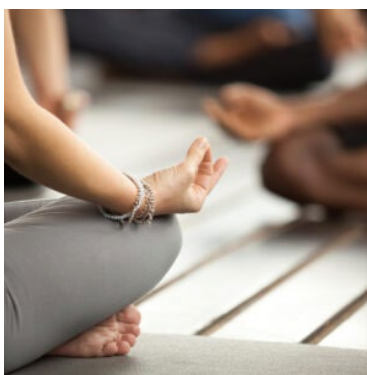
You'll also get to see how we make our own soil and take home a bag of our custom soil blend to kick off your spring planting the right way.



April 17, 6 p.m. Charcuterie \$50

Join us for a hands-on charcuterie workshop hosted in our beautiful greenhouse. You will learn to craft an awe-inspiring board with items you can grow and harvest from your own garden.

Each participant will receive a mini charcuterie board.



April 28, 6 p.m. Plant your Intentions \$25

Embrace the energy of the new moon with an evening of deep relaxation, intention-setting, and hands-on creativity in a truly soul-nourishing experience. This is your chance to slow down, reconnect with yourself, and plant seeds—both physically and spiritually—for new beginnings. Plant with purpose, Set your intentions: plant your very own houseplant with your intentions.

Come for the plants, stay for the vibe

Memorandum

To: Joe Wickens, Executive Director

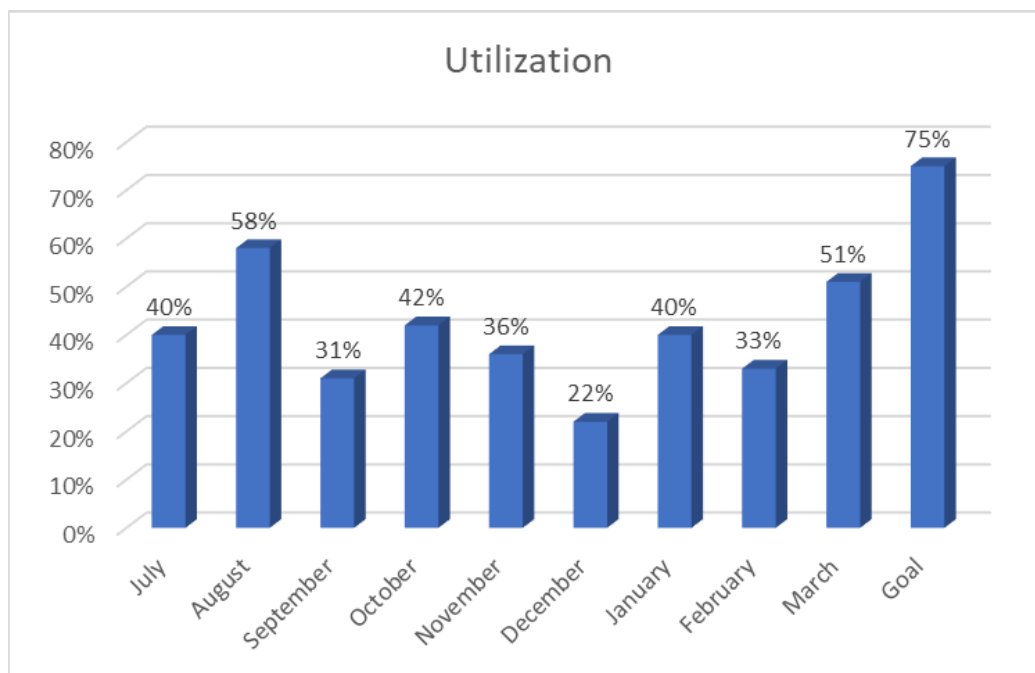
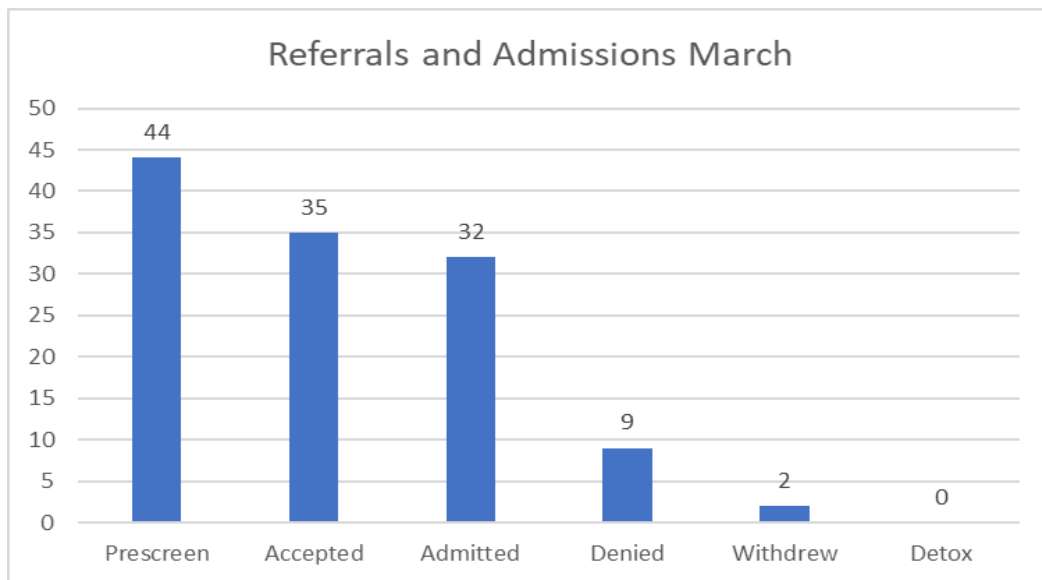
From: Amy Jindra, CSS Director

Date: April 6, 2025

Re: Sunshine Lady House Utilization

Sunshine Lady House for Wellness and Recovery, is a 12 bed, adult residential crisis stabilization unit. The program provides 24/7 access to services for individuals experiencing a psychiatric crisis. Services include medication management, therapy, peer support, nursing, restorative skill development, crisis interventions, coordination of care, and group support. The program strives to maintain a utilization rate of 75%.

In March, Sunshine received 44 prescreens. The program accepted 35 individuals for an acceptance rate of 80%. Of the individuals not accepted to the program, 1 was clinically denied due to recent violence/current violent behavior. Rappahannock Creative Health Care, the contracted medical director for Sunshine Lady House, denied medical clearance for 8 of the individuals prescreened for the program. Those 8 individuals were referred to primary, urgent, or emergency care to address medical needs prior to pursuing admission. In addition, 2 of the individuals accepted, chose to participate in crisis stabilization closer to their home in Region 10 Community Services Board catchment. The program supported 2 individuals from Prince William County and 1 from Encompass. Sunshine Lady House's utilization rate for March was 51%, serving individuals for a cumulative total of 182 days. No individuals prescreened for the program sought or needed medically managed detox. However, the program continues to provide co-occurring resources, including individual and group substance use and mental health recovery activities.



Memorandum

To: Joe Wickens, Executive Director

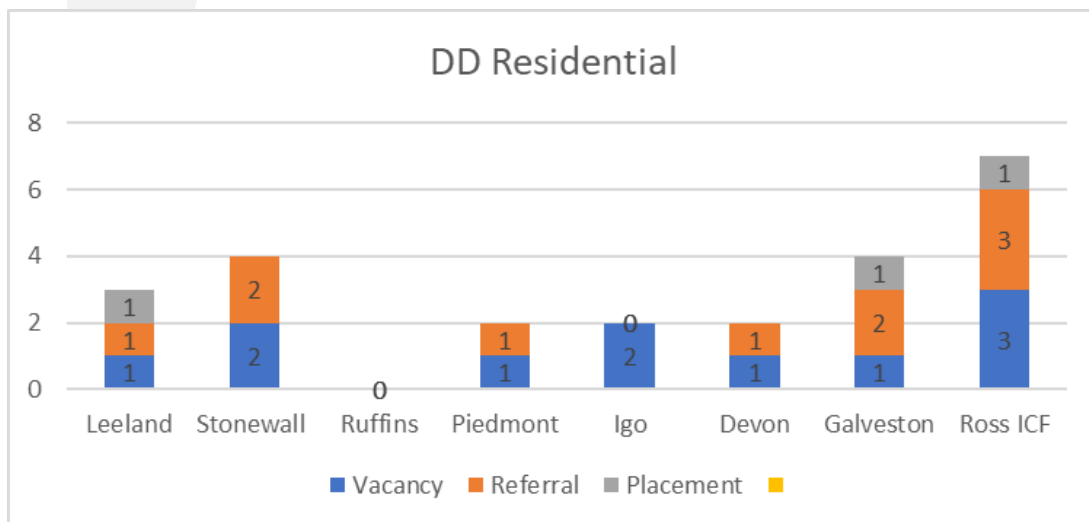
From: Amy Jindra, CSS Director

Date: April 6, 2025

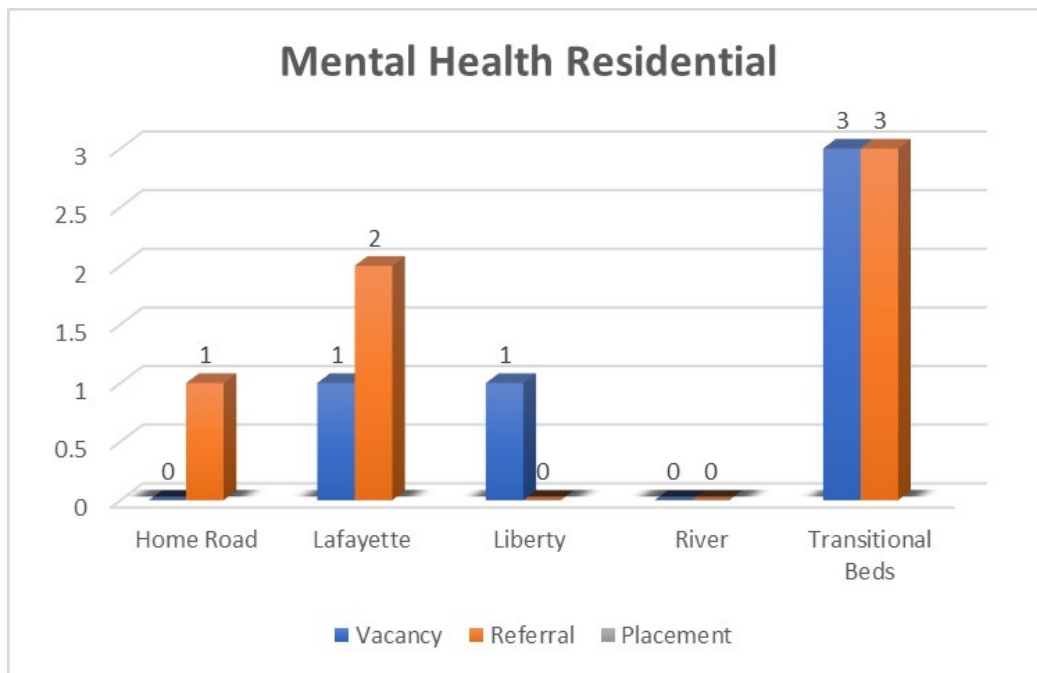
Re: Mental Health and Developmental Disabilities Residential Vacancies

During the month of March, Mental Health and Developmental Disabilities Residential programs experienced changes in program enrollment and vacancies. Programs actively seek referrals from support coordination, case management, hospital liaisons and other community members.

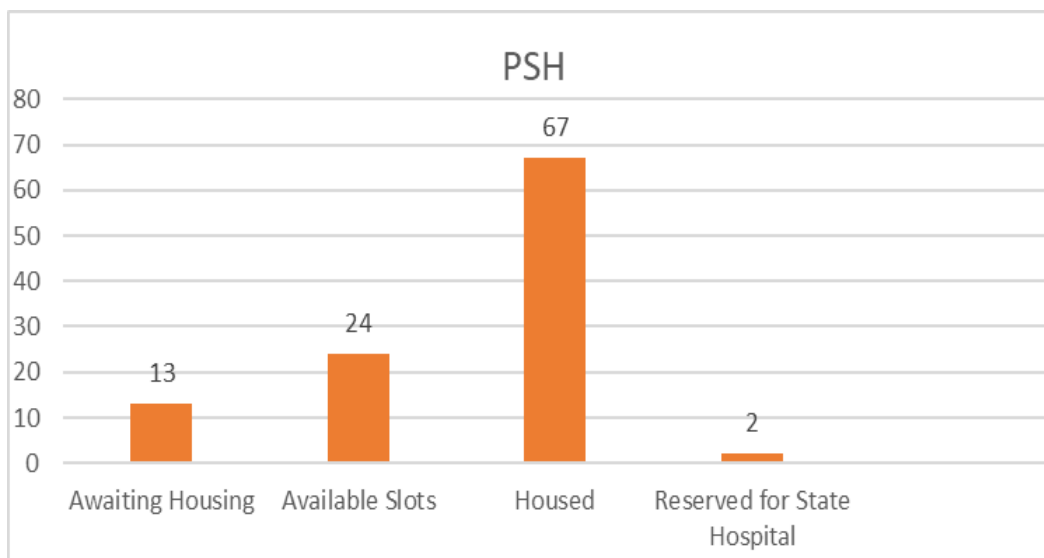
DD Residential supported individuals with passes to visit programs and further the process for helping find permanent residence. The program also provided an emergency setting for an individual needing an urgent placement. DD Residential support two move ins during the month of March, 1 moved into Leeland and another moved into Ruffins Pond. The program is currently supporting referrals for Stonewall, Leeland, Galveston, Ross, Piedmont, and Devon.



Mental Health Residential supported an individual who transitioned from a more intensive level of support to greater independence at Liberty Street. In addition, the program continues to support passes and assessments for both community beds and transitional placements. Currently Home Road has two transition beds available. Lafayette has 1 community bed and 1 transition bed. Liberty has 1 remaining vacancy.



Permanent Supportive Housing (PSH) provides housing and case management services for individuals with serious mental illness with a current history of homelessness. PSH has a total of 91 available placements. Currently the program has housed 67 formerly homeless individuals. The program has 13 additional individuals who meet criteria for services but are awaiting housing availability. PSH also has 2 slots held for state hospital discharges.



Memorandum

To: Amy Jindra, CSS Director

From: Lacey Fisher, RAAI Coordinator

Date: 4/1/25

Re: B101.5 Kindness Grant

RAAI was selected as the first recipient of \$25,000 as part of Centennial Broadcasting's \$100K of Kindness initiative. RAAI will be featured during the month of April with ongoing radio commercials on B101.5 and NewsTalk 1230. RAAI will also participate in three on-air interviews with radio hosts Ted Schubel, Jeremy Grey, and Trapper Young. B101.5 will also provide promotional signage during RAAI's plant sale. The giveaway concludes with a luncheon and check presentation at the beginning of May.

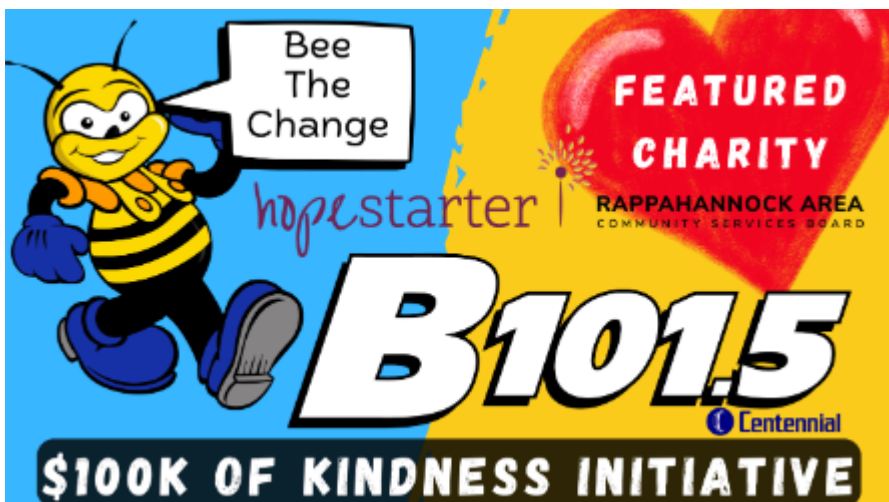
Ted Schubel, who is a longtime supporter of RAAI, was asked why RAAI was selected. Mr. Schubel explained that the station didn't want to leave selection to a public vote. He said that the ones who need the money the most are often the ones who are not as well known. He said people do not know what RAAI does and they need to. Mr. Schubel has come out to RAAI several times recently doing amazing videos, highlighting not just the plant sale but the program. See RAAI's Facebook page for tags to their videos. He was joined by the whole Centennial Broadcasting team for a tour of our program in order to better understand what RAAI does and provide highlights to their listeners.

Listen On-Air-

NewsTalk1230 WFVA- March 24th 8-9am www.newstalk1230.net/episode/listen-town-talk

Jeremy Grey Show- B101.5 April 3rd 7am

Ride Home with Trapper April 3rd 4pm



APRIL'S FEATURED CHARITY



RAAI's (Rappahannock Adult Activities) annual [Spring Plant Sale](#) features flowers, herbs, veggies, native plants and hanging baskets, providing shoppers an opportunity to purchase quality plants while helping adults with developmental disability flourish in their community. Proceeds benefit the day support program which gives participants the chance to pursue their passions, learn new skills, and develop friendships. The 2025 spring plant sale will start April 3, and customers will be able to purchase plants at 750 Kings Highway in Stafford County on weekdays from 9 a.m. to 4 p.m. and on Saturdays from 9 a.m. to noon.

About RAAI:

RAAI provides support tailored to each individual, offering them the help needed to lead their best lives and to participate fully in our community. We believe that everyone deserves the chance to thrive, so we provide the services, supervision, and settings that encourage adults with developmental disabilities to succeed. Day support also offers parents, guardians, and caregivers the opportunity to work or to pursue their own passions.

RAAI is a program of the Rappahannock Area Community Services Board.



To: Joseph Wickens, Executive Director

From: Jacqueline Kobuchi, Director of Clinical Services

Date: 4/7/25

Re: Report to RACSB Board of Directors for the April Board Meeting

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Outpatient Services

Caroline Clinic - Nancy Love, LCSW

Caroline Clinic staff completed 43 intakes during the month of March. Thirty-four were completed via Same Day Access and nine were scheduled intakes. The clinic has seen a recent increase in referrals for youth mental health services and adult substance abuse evaluations. The Caroline Clinic continues to offer weekly co-ed substance abuse group and in March there was one successful group graduate. Last month, the parent of a child successfully completing treatment expressed appreciation to the clinician for helping her child better regulate his behaviors and emotions to prevent an out of home placement. Clinicians participated in additional training opportunities entitled: Cross Cultural Ethics and Conflict Prevention and Resolution Skills.

Fredericksburg and Children's Services Clinic - Megan Hartshorn, LCSW

During the month of March, the Fredericksburg Clinic completed 108 intake assessments for individuals requesting outpatient services. 50 of those assessments took place over ZOOM and 58 took place in person at the Fredericksburg Clinic. Out of the 108 intakes, 77 of those intakes were seen the same day they called to schedule. Two of those intakes took place at Micah Hospitality to assist in providing access to unhoused clients in mental health services. The Children's Services Clinic completed 25 intakes with children and adolescents. One of our Child/Adolescent Therapists completed their EMDR consultation hours. Our Peer Recovery Specialist is offering two Hearing Voices Groups (one in person and one virtual) on a weekly basis. We remain in the process of identifying additional mental health groups for the Fredericksburg Clinic and hope to start them in the next few months!

King George Clinic - Sarah Davis, LPC

The King George Clinic continues to offer 2 weekly substance use groups. There was one graduate from these groups during the month of March. Group topics in March included Stages of Change, Substance Use/Recovery Map, Grey Area Drinking, and the Tree of Life. The King George clinic completed 17 Same Day Access intakes and five additional intakes that were not through Same Day Access. King George staff attended trainings this month on Screening, Brief Intervention, and Referral to Treatment for Adolescents as well as a training on Cross Cultural Ethics.

Staff would like to highlight a recent success story of an individual who entered into services with significant depressive symptoms that were affecting daily living activities. This individual has engaged in therapy and medication management and through a lot of hard work has seen substantial progress including increases in motivation and socialization, engaging in self-care daily, participating in enjoyable activities, and presenting with substantially improved mood. This individual has recently shared feeling more hopeful regarding their future as well as thankful for the support and services they receive at the RACSB.

Spotsylvania Clinic - Katie Barnes, LPC

The Spotsylvania Therapists continue to provide outpatient therapy to individuals ages five and up struggling with mental health and substance use concerns. Therapists completed 57 intakes during the month of March. Thirty five of those intakes were completed through Same Day Access. The clinic continues to offer two Substance Use groups each week. Group facilitators are working to add an additional weekly substance use group. The clinic celebrated one of the therapists becoming a Licensed Clinical Social Worker. She is working through the credentialing process to accept private insurance. Another therapist completed her supervision hours. She plans on taking her exam in the upcoming months.

Stafford Clinic - Lindsay Steele, LCSW

During the month of March, the Stafford clinic met with clients in person, as well as virtually. The clinic has continued with same day access, which is offered Tuesdays, Wednesdays and Thursdays. Stafford clinicians completed 59 intakes for adults and children, 21 of these intakes were completed through same day access. A new mental health/substance abuse therapist has accepted the position and is scheduled to start in April, 2025. The child/adolescent therapist completed Trauma Focused Cognitive Behavioral Therapy with their client and client will be successfully closed to services. A Stafford client contacted the coordinator and shared gratitude for the front desk staff, Vicki Bates and Veronica Gates, stating that they were welcoming, professional and made her feel safe. She also expressed thanks to Nikesha Harrison, a mental health and substance use therapist, for her empathy, professionalism, and compassion. A clinician started training for EMDR training and two clinicians were trained to dispense Narcan.

Medical Services - Jennifer Hitt, RN

In the month of March, 92 new patient evaluations were completed for MHOP Medical. The Acute Care Clinic is set to resume at the end of April. Linda Church, RN will retire on 4/30/2025 after almost eight years of service with RACSB.

Case Management - Adult - Patricia Newman

The MHCM team is excited to announce that we will celebrate the graduation of four participants in the Spotsylvania Behavioral Health Docket on Thursday, April 10, 2025. Over this past month our liaisons have supported nine individuals in discharging from one of our state hospitals as well as have begun working with six new admissions.

Child and Adolescent Support Services - Donna Andrus, MS

Child and adolescent case management staff often work with families who feel they are at a loss as to how to help their child and family. By the time they are connected to case management staff, they feel like there is no hope for progress. We had several kids successfully complete residential treatment and return home in March after 12 months of hard work in treatment by the kids and the parents. We also recently received feedback from a parent whose teen received case management and community based mentoring services: *"Our family will never be able to thank you enough for the assistance provided to us. The services were excellent, staff went above and beyond to help all of us. This was a very difficult situation for our family, and it gave us mechanisms to continue moving forward. Wish you the best and please extend our gratitude to all the people involved in this program."*

Emergency Services - Natasha Randall, LCSW

For the month of March, Emergency Service Assistant Coordinator Jessica Thomas and ES Therapist Hannah Smith participated in the City of Fredericksburg Operation Safe Schools to provide debriefing to firefighters, EMT and law enforcement.

Specialty Dockets - Nicole Bassing, LCSW

During the month of March Specialty Dockets continued to add new participants and celebrate graduations throughout all programs. Adult Recovery Court finished the month with 40 participants, three of those being newly added in March. We celebrated two graduations this month and had one termination. Juvenile Recovery Court currently has two participants. We celebrated one graduation this month and one termination. Behavioral Health Docket did not add any new participants or have any graduations or terminations this month. Veterans Docket has a total of fourteen participants at this time with no graduations or terminations this month. The application has been completed for the new Fredericksburg Therapeutic Docket and the team is awaiting approval by the Supreme Court to begin taking on clients in this program.

Jail and Detention Services - Portia Bennett

Please note the following updates at the jail and detention center. Detention has a census of 45 residents. Currently, there is one Central Admission and Placement (CAP) resident, eight Individual Bed Placement (IBP) residents, and eight residents in the Post Dispositional (Post D) program. There are currently three vacancies, the MH Therapist position, the SA Therapist position and the part-time Detention based Therapist position.

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
Sarah McClelland - ACT Coordinator
Jennifer Acors – Coordinator Developmental Services Support Coordination

SUBJECT: State Hospital Census Report

DATE: April 15, 2025

Current Census:

State Hospital	New	Discharge	Civil	NGRI	Forensic	EBL	Total Census
Catawba Hospital			1				1
Central State Hospital					1		1
Eastern State Hospital					1		1
Northern Virginia Mental Health Institute		1	1			1	1
Piedmont Geriatric Hospital			3		2		5
Southern Virginia Mental Health Institute	1	2					0
Southwestern Virginia Mental Health Institute		1					0
Western State Hospital	5	5	4	9	11	1	28
Totals	6	9	9	9	15	2	37

Extraordinary Barriers List:

RACSB has two individuals on the Extraordinary Barriers List (EBL) who are hospitalized at Northern Virginia Mental Health Institute (NVMHI) and Western State Hospital (WSH). 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.

Northern Virginia Mental Health Institute

Individual #1: Was placed on the EBL 2/11/2025. Barriers to discharge include identifying and being accepted to a group home funded by the Developmental Disability (DD) Waiver. This individual has a diagnosis of an intellectual disability as well as struggles with mental health symptoms. Their treatment team has been exploring possible group homes and have one potential provider at this time with a potential discharge date of 3/28/25. They will discharge once they are officially accepted to a group home and all paperwork is in place.

Western State Hospital

Individual #2: Was placed on the EBL 12/5/2024. Barriers to discharge include working through the process to qualify for and be awarded a Developmental Disability (DD) Waiver. This individual previously resided in the community with family. They are not able to return to their previous living arrangements and will benefit from a supervised setting such as a group home. The treatment team continues to work on obtaining a DD Waiver and a Virginia Individual Developmental Disability Eligibility Survey (VIDES) was completed on 3/5/2025. Public guardianship is also being pursued at this time and all paperwork has been submitted to begin this process. This individual will discharge to a group home once the waiver and guardianship is in place and they are accepted to a group home.

MEMORANDUM

To: Joe Wickens, Executive Director

From: Natasha Randall, Emergency Services Coordinator

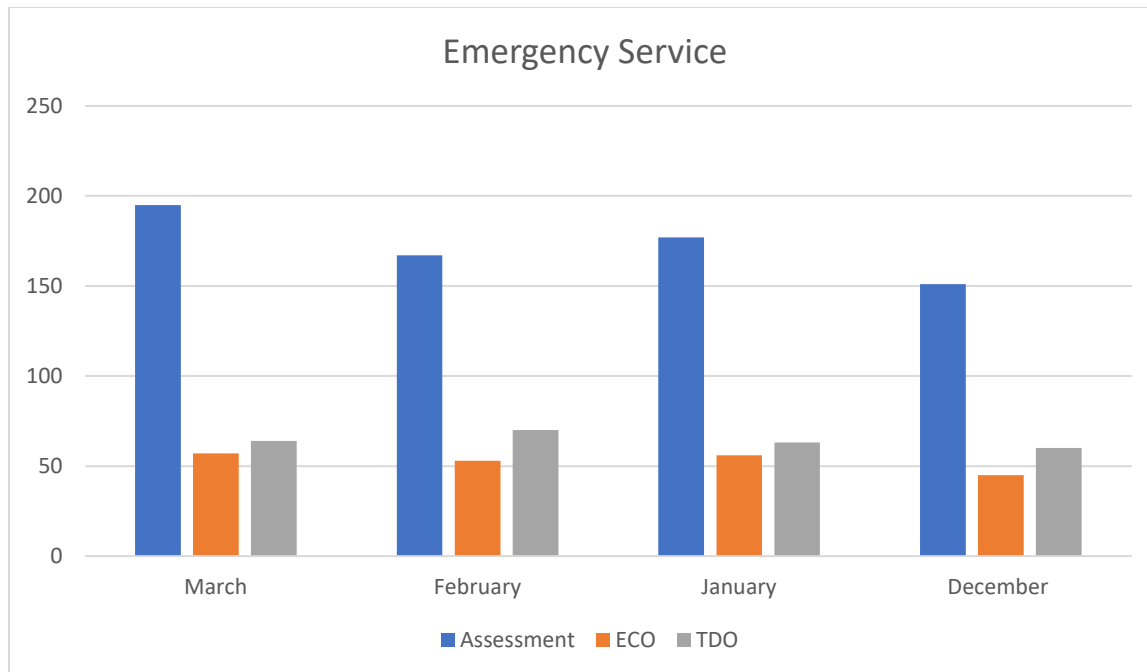
Date: April 3, 2025

Re: Emergency Custody Order (ECO)/Temporary Detention Order (TDO) Report – March 2025

In March, Emergency Services staff completed 195 emergency evaluations. Fifty-seven individuals were assessed under an emergency custody order and sixty-four total temporary detention orders were served of the 195 evaluations. Staff facilitated two admissions to Western State hospital

A total of five individuals were involuntarily hospitalized outside of our catchment area in March. All were transported by law enforcement. The alternative transportation contract ended on 3/15/25.

Please see the attached data reports.



FY25 CSB/BHA Form (Revised: 07/10/2024)									
CSB/BHA	Rappahannock Area Community Services Board				Month	March 2025			
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	
195	26	31	57	64	8	4	52	64	1

FY '25 CSB/BHA Form (Revised: 07/10/2024)						
CSB/BHA	Rappahannock Area Community Services	Reporting month	March 2025	No Exceptions this month →		
Date	Consumer Identifier	1) Special Population Designation (see definition)	1a) Describe "other" in your own words (see definition)	2) "Last Resort" admission (see definition)	3) No ECO, but "last resort" TDO to state hospital (see definition)	4) Additional Relevant Information or Discussion (see definition)
3/4/2025	104765	Older Adult with Medical Acuity		Yes		Western State
3/7/2025	117687	Adult (18-64) with ID or DD		yes		Western State

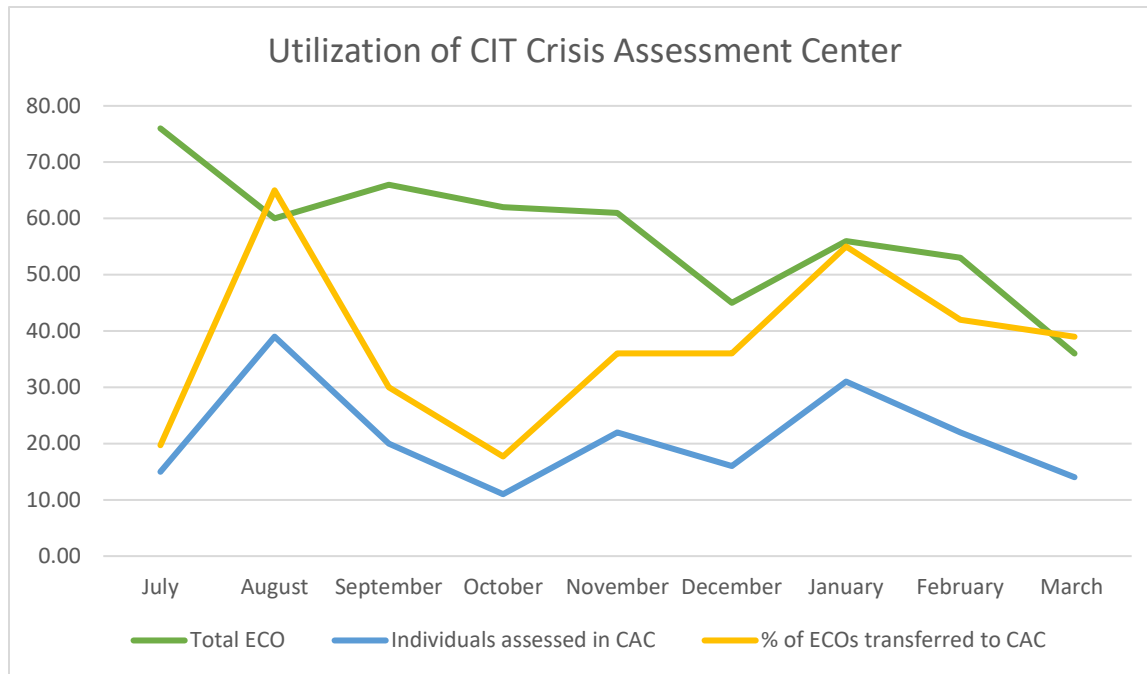
MEMORANDUM

To: Joe Wickens, Executive Director
From: Ashlee Abney, Assistant Emergency Services Coordinator
Date: April 3, 2025
Re: CIT and Co-Response Report

The CIT Assessment Center served 17 individuals in the month of March 2025. The number of persons served by locality were the following: Fredericksburg 3; Caroline 3; King George 1; Spotsylvania 3; Stafford 7; and 2 from other jurisdictions.

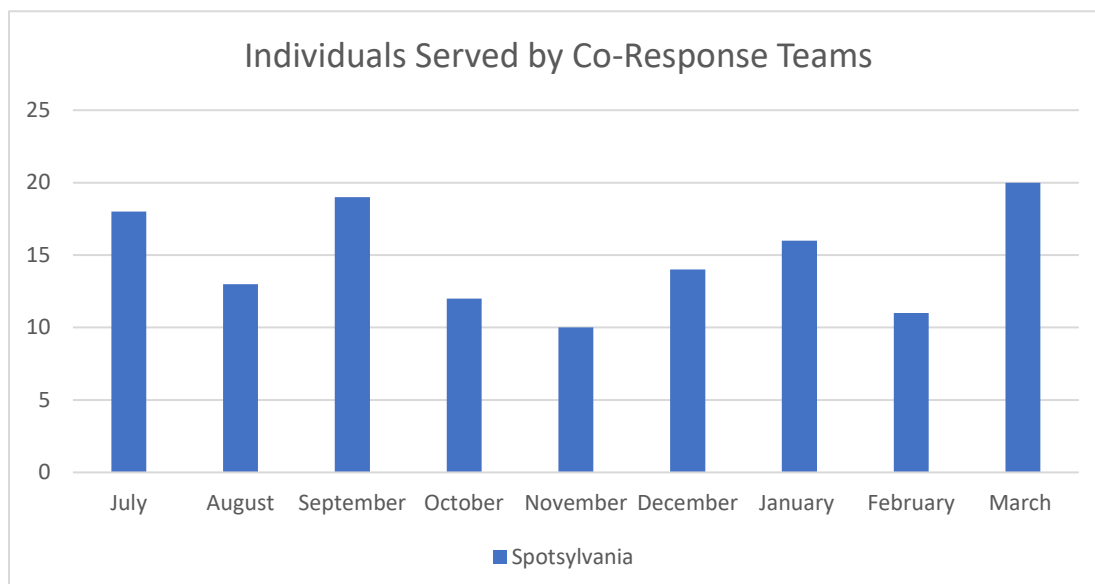
The chart below indicates the number of Emergency Custody orders by locality, those that were able to be transferred into CAC custody, and those who could have use the assessment center if there was additional capacity:

<u>Locality</u>	<u>Total ECO</u>	<u>Custody Transfer</u> <u>to CAC</u>	<u>Appropriate for</u> <u>CAC if Capacity</u>
Caroline	6	3	6
Fredericksburg	13	3	10
King George	1	1	0
Spotsylvania	15	3	12
Stafford	22	7	15
<u>Totals</u>	57	17	43



Co-Response

The Spotsylvania Co-Response Team served 20 individuals in March. The therapist for the Fredericksburg team remains vacant. Stafford therapist position has been filled.



RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD

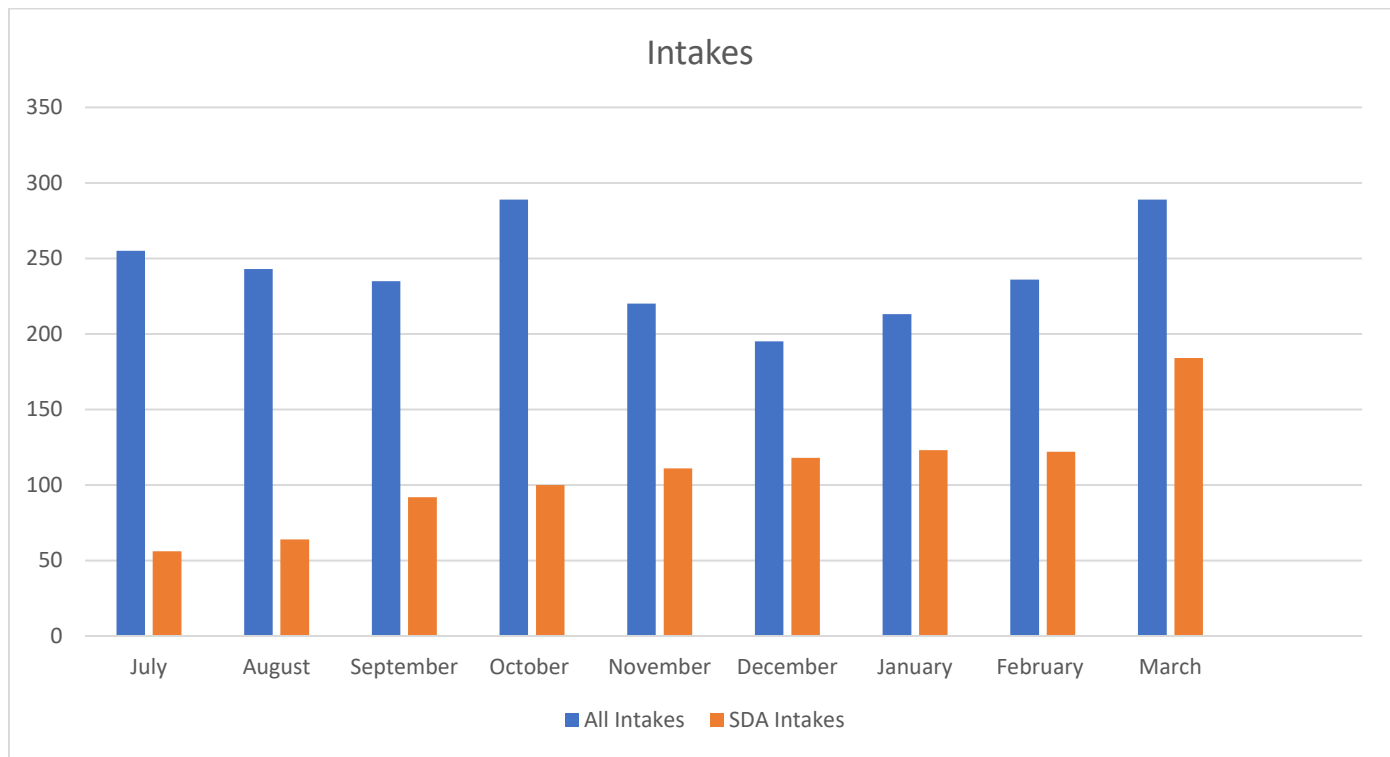
CIT Training

In March 2025, RACSB held a CIT Train the Trainer Class and 5 attendees were newly certified as CIT Instructors; 1 Stafford County, 2 Spotsylvania County, 1 Fredericksburg PD Officer, and 1 Fredericksburg SD Deputy.

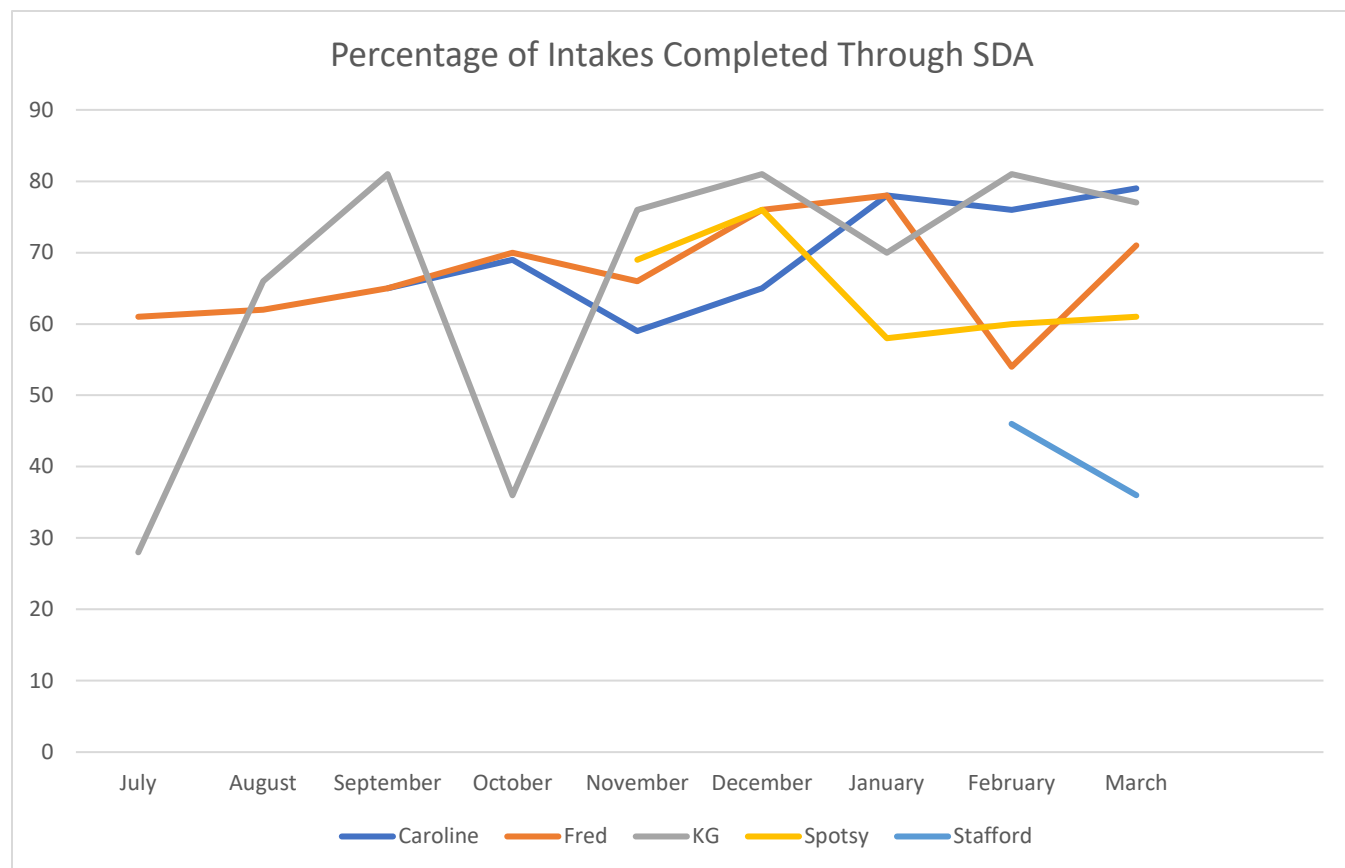
MEMORANDUM

To: Joe Wickens, Executive Director
From: Jacqueline Kobuchi, LCSW, Director of Clinical Services
Date: April 7, 2025
Re: Outpatient Waitlist and Same Day Access

The outpatient clinics have a goal to eliminate all waitlists and increase intake assessments provided through Same Day Access during FY25. In early February, all waitlists were resolved and all clinics are providing intakes through Same Day Access. Below is data on the number of intakes completed by clinic, and how many of those are completed through Same Day Access.



RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD



MEMORANDUM

To: Jacque Kobuchi, LCSW, Director of Clinical Services
From: Donna Andrus, Child and Adolescent Support Services Supervisor
Date: April 2, 2025
Re: C&A Case Management Residential Placement Quarterly Report

The Child and Adolescent Case Management has set the goal of tracking data and outcomes for children placed in out of home placements with the goal of reducing the number of children placed in out of home placements and decreasing the length of stay. The Child and Adolescent Case Management team works with each of our localities to provide intensive case management for children placed out of the home through parental agreements and difficult to place foster care cases. When a child is placed out of the home through a parental agreement, the parent maintains custody of the child and enters into an agreement with the locality and RACSB to place the child out of the home for mental health treatment. Children placed in out of home placements have not been able to remain safe and have their mental health needs met in a community setting and need a higher level of care through an out of home placement for treatment. An out of home placement is only considered once community-based services have been exhausted and found to not be successful. We began tracking this data July 1, 2024.

Attached is the data for the 3rd Quarter January 1, 2025 through March 31, 2025 for number of out of home placements, number of admissions this quarter, number of discharges this quarter, length of stay information and number of cases per locality.

RAPPAHANNOCK AREA
COMMUNITY SERVICES BOARD

January 1, 2025 – March 31, 2025

Data on Child and Adolescent Case Management Out of Home Placements

Total out of home placements this quarter: 20

Number of admissions this quarter: 3

Number of discharges this quarter: 3

Length of Stays:

Over 3 years: 0

Over 1 year: 5

Under a year: 13

One month: 2

Numbers for each locality:

Caroline County: 1

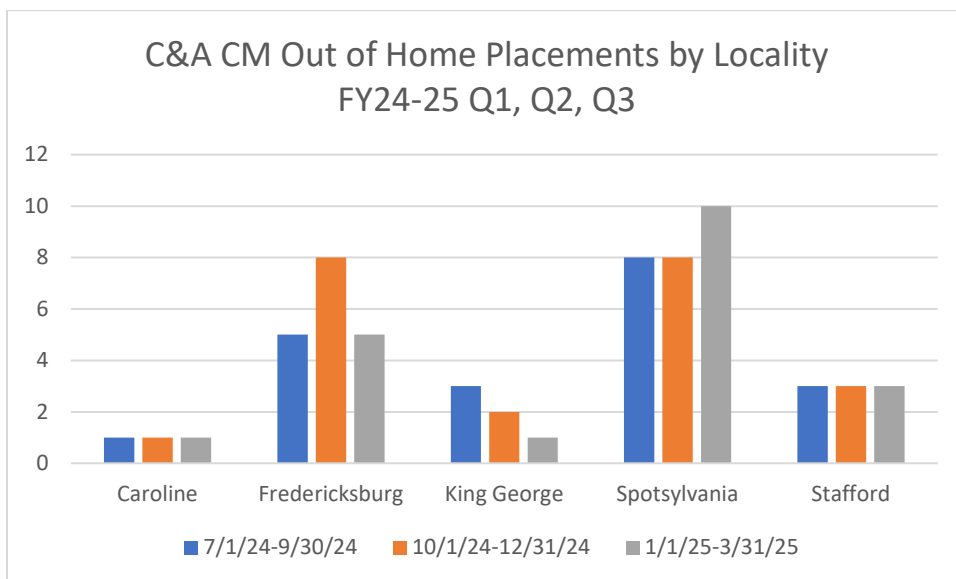
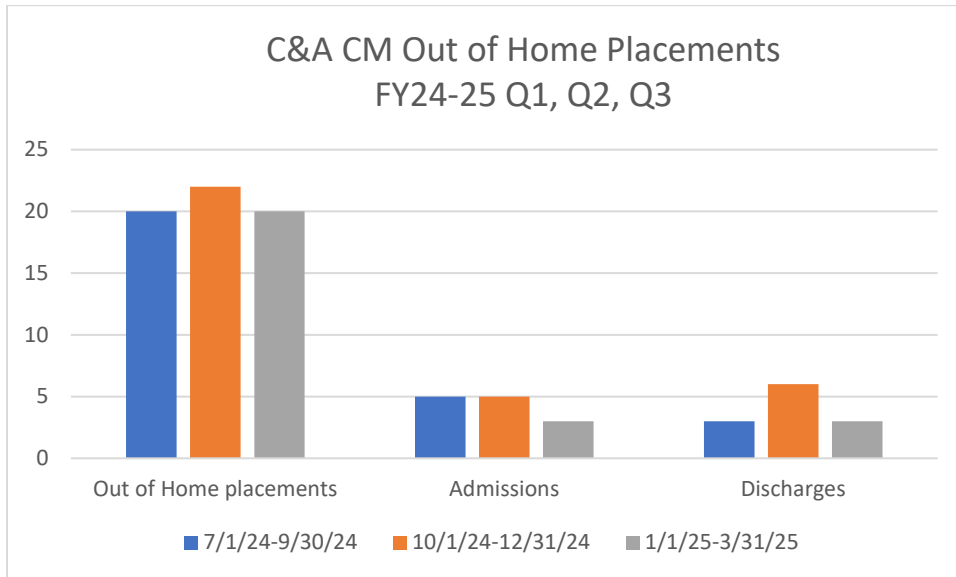
King George: 1

Stafford County: 3

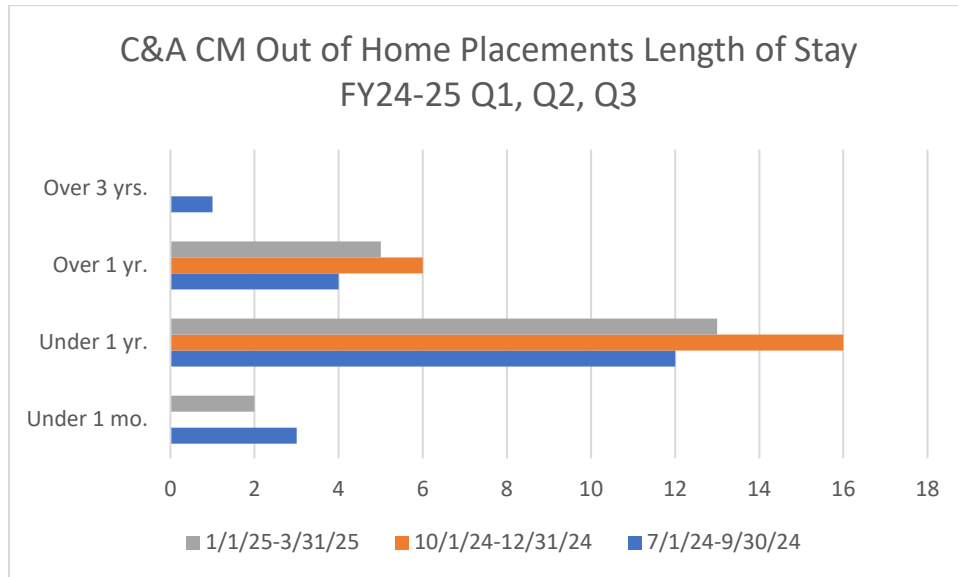
Fredericksburg City: 5

Spotsylvania County: 10

RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD



RAPPAHANNOCK AREA
COMMUNITY SERVICES BOARD



RACSB
Program Update Report
Compliance
March 2025

Incident Reports

- There were 304 incident reports entered into the Electronic Incident Report Tracker during the month of March. This is an increase of 52 from February and an increase of 6 for the month of January. All incident reports submitted were triaged by the compliance team.
- The top three categories of reports submitted were Health Concerns (149 reports), Individual Served Safety (41 reports), and Individual Served Injury (31 reports).
- The compliance team entered 42 incident reports into the Department of Behavioral Health and Developmental Services (DBHDS) electronic incident reporting system (36-Level 2, 6-Level 3) during the month of March; a decrease of 8 from the month of February (42-Level 2, 8-Level 3).
- There were zero (0) reports elevated to a care concern by DBHDS. These are reports that, based on the Office of Licensing's review of current serious incidents, as well as a review of other recent incidents related to this individual, the Office of Licensing recommends the provider consider the need to re-evaluate the individual's needs as well as review the current individual support plan. DBHDS recommends provider review the results of root-cause analyses completed on behalf of this individual. In addition, providers are encouraged to take the opportunity to determine if systemic changes are needed such as revisions to policies or procedures and/or re-evaluating and updating risk management and/or quality improvement plan.
- DBHDS requires the completion of a root cause analysis for selected incident reports. The root cause analysis must be conducted within 30 days of staff's discovery of the incident. The compliance team requested specific programs, based on submitted incident report, to complete the required root cause analysis. A total of 42 root cause analyses were requested in the month of March; and 38 were due for the month of March. Six (6) expanded root cause analyses were required in March.

Human Rights Investigations:

- The compliance team initiated one Human Rights investigation. This investigation is related to a neglect allegation. The investigation is currently pending.

Internal Reviewers:

- Compliance Specialist met with Substance Abuse Outpatient Case Management (SAOCM) Coordinator to discuss and review audits on March 5, 2025.
- Compliance Specialist completed an exit audit for Developmental Services Support Coordination (DSSC) Supervisor on March 6, 2025.
- Compliance Specialist provided guidance to DD Residential Assistant Coordinator related to Merchant's Square Supervised Apartments Documentation Review Spreadsheet on March 7, 2025.
- Compliance Specialist met with Medication Assisted Treatment (MAT) Assistant Coordinator and SAOCM/Substance Abuse Case Management (SACM) and their team to discuss audits and answer any questions about assessments, plans, quarterlies, and notes on March 12, 2025.

- Compliance Specialist provided guidance to Assertive Community Treatment (ACT) Coordinator regarding IR reporting on March 14, 2025.
- Compliance Specialist provided guidance to DD Residential Leeland Group Home Manager regarding how to complete an extended Root Cause Analysis (RCA) report on March 17, 2025.
- Compliance Specialist met with Mental Health (MH) Outpatient King George Clinic Coordinator to discuss and review audits on March 17, 2025.
- Compliance Specialist provided guidance to MH Outpatient Spotsylvania Clinic Coordinator regarding an extended RCA on March 17, 2025.
- Compliance Specialist provided guidance to MH/SA Outpatient Therapist regarding IRs on March 19, 2025.
- Compliance Specialist provided guidance to MH Case Management regarding reporting IRs on March 24, 2025.
- Compliance Specialist provided guidance to Permanent Supportive Housing (PSH) regarding reporting IRs on March 24, 2025.
- Compliance Specialist provided guidance regarding quarterlies and assessments to Healthy Families on March 24, 2025.
- Compliance Specialist provided guidance to New Hope Group Home Manager regarding IRs.
- Compliance Specialist met and with provided guidance to Drug Court/Specialty Dockets Coordinator regarding to developing policy and procedures for her department on March 26, 2025.
- Compliance Specialist provided guidance to ID Support Coordination Supervisor regarding filing a Human Rights Complaint against an outside entity who provided services to a client on March 26, 2025.
- Compliance Specialist provided guidance to ACT Coordinator regarding Seclusion/Restraint reporting on March 26, 2025.
- Compliance Specialist met with Ross Intermediate Care Facility (ICF) Group Home Manager and provided guidance on incident reporting of peer-on-peer incidents and medication errors on March 26, 2025.
- Compliance Specialist provided guidance to Stone Wall Estates Group Home Managers regarding IR follow up on March 30, 2025.

External Reviewers:

- Compliance Specialist participated with Assess Safety; Initiate Process; Monitor Compliance 30 (AIM 30) with Lequetta Hayes, Senior Human Rights Advocate, Region 1, on March 7, 2025 involving Stonewall Estates Group Home.
- Compliance Specialist submitted a Mortality Review Committee (MRC) review requests to Pam Wright, DBHDS Region 1 Investigation Specialist on March 10th and 11th, 2025.
- Compliance Specialist sought out received guidance from Cassie Purtlebaugh, DBHDS Human Rights Advocate, regarding the removal of unqualified Authorized Representatives (AR) on March 24, 2025.
- Compliance Specialist sought out and received guidance from Alonzo Riggins, Office of Human Rights (OHR) Training and Development Coordinator, and Jennifer Kovack, Associate Director for Community Operations, OHR, on March 24, 2025.

- Compliance Specialist submitted a total of 3 Restriction Request applications for a total of 3 clients on (1) March 24, 2025 and (2) March 25, 2025 to the Local Human Rights Committee for review on April 10, 2025.
- Compliance Specialist received and responded to chart review an audit request from Datavant. A total of 3 individuals medical records/documents audits were requested.
- Compliance Specialist followed up with AETNA Health Insurance Case Management in reference to a Critical Incident Report (CIR) for a mutual client on March 26, 2025.
- Compliance Specialist followed up with United Health Care Health Insurance in reference to a CIR for a mutual client on March 26, 2025.
- Compliance Specialist received several phone calls and emails from Brian Dempsey, Incident Management Specialist, DBHDS, requesting updates and modifications of Serious Incident Reports throughout the month.

Complaint Call Synopsis

- Compliance team received 5 complaints in the month of March. Compliance team responded to all 5 complaints. The complaints were categorized as 1- Psychosocial Rehabilitation (Kenmore Club), 2 MH Case Management, 1 MH Outpatient Clinic Spotsylvania, and 1 Medication Line. None of these complaints resulted in a formal Human Rights investigation.

Special Projects

- Pre-Program Audits
 - Compliance Specialist reviewed 27 quarterlies and 11 Individual Service Plans (ISPs) for ID/DD Residential Programs during the month of March. Feedback related to any discrepancies notes was provided to the group home supervisor and assistant coordinator.

Trainings/Meetings

- Compliance team provided Investigations Q-Tip training on March 12, 2025.
- Compliance team attended and participated in a Bells software presentation provided by Day Support Assistant Coordinator on March 14, 2025.
- Compliance team provided IR Policy Update Q-Tip training on March 19, 2025.
- Compliance team attended and participated in the Training Committee meeting on March 20, 2025.
- Compliance team attended and participate in the DBHDS Training on Reporting in CHRIS (Abuse, Neglect, Exploitation, and Human Rights Complaints) 9am-12pm on March 20, 2025.
- Compliance team provided Collaborative Discharge Protocols for Community Services Boards and State Hospitals Adult & Geriatric training on March 25, 2025.
- Compliance team provided Annual Seclusion/Restraint Reporting training to Coordinators on March 25, 2025.
- Compliance team attended and participated in the DBHDS Investigating Abuse, Neglect, and Exploitation training on March 27, 2025.
- Compliance team attended and participated in Person Centered Thinking training on March 27 & March 28, 2025.

To: Joseph Wickens, Executive Director
From: Stephanie Terrell, Director of Compliance & Human Rights
Date: April 2025
Re: Quality Assurance Report

The Quality Assurance (QA) staff completed chart reviews for the following Rappahannock Area Community Services Board (RACSB) programs:

- Substance Abuse Case Management (SACM) Fredericksburg
- Substance Abuse Out Patient (SAOP) King George
- Rappahannock Adult Activities, Inc. (RAAI): Spotsylvania

Substance Abuse Case Management (SACM): Fredericksburg

There were two staff members responsible for the selected charts.

Findings for the ten open and two closed charts reviewed for Substance Abuse Case Management (SACM) Fredericksburg were as follows:

- Ten charts were reviewed for Assessment compliance:
 - **Discrepancies noted with Assessments:**
 - One chart was missing a DLA 20.
- Two charts were reviewed for Individual Service Plan compliance:
 - **No discrepancies noted with Individual Service Plan.**
- Ten charts were reviewed for Quarterly Review compliance:
 - **Discrepancies noted with Quarterly Reviews:**
 - Two charts contained Quarterly Reviews that were late.
- Ten charts were reviewed for Progress Note compliance:
 - **Discrepancies noted with Progress Notes:**
 - One chart contained notes completed more than 24hrs late.
 - One chart contained no notes for one month.
- Two charts were reviewed for General Documentation compliance:
 - **No discrepancies noted with Individual Service Plan.**
- Two charts were reviewed for Discharge compliance:
 - **No discrepancies noted with Discharge.**

Comparative Information:

In comparing the audit reviews of Substance Abuse Case Management: Fredericksburg charts from the previous audits to the current audits, the average score increased from 93 to 94 on a 100-point scale.

Corrective Action Plan:

Staff 1

1. Coordinator reviewed chart audit with each staff and problem solved for any discrepancies. Completed.
2. Completed quarterly on 3/3/25.

Staff 2

3. Coordinator will conduct monthly chart audit. Due Date: Ongoing, monthly.
4. Coordinator will review documentation expectations/timelines at next supervision. Completed on 3/10
5. Coordinator will conduct monthly chart audit. Due Date: Ongoing, monthly.

Substance Abuse Outpatient (SAOP): King George

There was one staff member responsible for the selected charts.

Findings for the ten open and two closed charts reviewed for Substance Abuse Outpatient (SAOP): King George were as follows:

- Ten charts were reviewed for Assessment compliance:
 - **No discrepancies noted with Assessments.**
- Ten charts were reviewed for Individual Service Plan compliance:
 - **Discrepancies noted with Individual Service Plans:**
 - Ten charts contained plans with identical objectives and interventions.
- Ten charts were reviewed for Quarterly Review compliance:
 - **Discrepancies noted with Quarterly Reviews.**
 - Eight charts contained Quarterly Reviews that were completed late.
- Ten charts were reviewed for Progress Note compliance:
 - **Discrepancies noted with Progress Notes.**
 - Two charts contained Progress Notes that were written more than 24hrs late.
- Two charts were reviewed for Discharge compliance:
 - **No discrepancies noted with Discharge.**

Comparative Information:

In comparing the audit reviews of Substance Abuse Case Management: Spotsylvania charts from the previous audits to the current audits, the average score increased from 64 to 68 on a 100-point scale.

Corrective Action Plan:

1. Staff will be provided training on completion of treatment plans with person-centered and individualized objectives, interventions and discharge plans. (Completed on 3/20/25).
2. Coordinator will verify that treatment plans moving forward will be individualized and person-centered via reviewing treatment plans in regular supervision. (Ongoing)

3. When treatment plan or quarterly is completed, staff will input Client-related time with client ID on AVATAR schedule for next Quarterly due date to ensure they are completed on time. (Ongoing)
4. Coordinator will audit at least 3 SUD charts weekly to monitor compliance, including that notes are written within compliance time frame. (Ongoing)
5. Clinic Coordinator will be responsible for ensuring that CAP is followed.

Rappahannock Adult Activities, Inc. (RAAI): Kings Highway

There was one staff member responsible for the selected charts.

Findings for the ten open and two closed charts reviewed for Rappahannock Adult Activities, Inc. (RAAI): King Highway were as follows:

- Ten charts were reviewed for Documentation compliance:
 - **No discrepancies noted with Documentation:**
- Ten charts were reviewed for Individual Service Plan compliance:
 - **Discrepancies noted with Individual Service Plans:**
 - One chart was missing a signature from the Individual / Guardian.
- Ten charts were reviewed for Quarterly Review compliance:
 - **No discrepancies noted with Quarterly Reviews.**
- Ten charts were reviewed for Progress Note compliance:
 - **No discrepancies noted with Progress Notes.**
- Ten charts were reviewed for Medical compliance:
 - **No discrepancies noted with Medical.**
- Two charts were reviewed for Discharge compliance:
 - **No discrepancies noted with Discharge.**

Comparative Information:

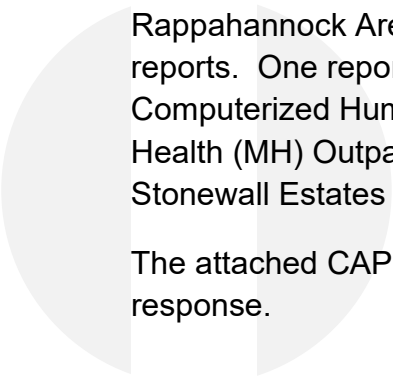
In comparing the audit reviews of Rappahannock Adult Activities, Inc. (RAAI): Spotsylvania charts from the previous audits to the current audits, the average score increased from 92 to 99 on a 100-point scale.



MEMORANDUM

To: Joe Wickens, Executive Director
From: Stephanie Terrell, Director of Compliance
Date: March 30, 2025
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 two licensing reports. One report related to late reporting of a serious incident into the DBHDS Computerized Human Rights Information System (CHRIS) at Spotsylvania Mental Health (MH) Outpatient Clinic and the other related to a human rights allegation at Stonewall Estates Group Home.

The attached CAPs provide additional details regarding the citation and RACSB's response.

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

Page: 1 of 2

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

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

Date of Inspection: **02-13-2025**

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>
12VAC35-105-160. D. (2) - The provider shall collect, maintain, and report or make available to the department the following information: 2. Level II and Level III serious incidents shall be reported using the department's web-based reporting application and by telephone or email to anyone designated by the individual to receive such notice and to the individual's authorized representative within 24 hours of discovery. Reported information shall include the information specified by the department as required in its web-based reporting application, but at least the following: the date, place, and circumstances of the serious incident. For serious injuries and deaths, the reported information shall also include the nature of the individual's injuries or	NS	<p>Spotsylvania County Clinic</p> <p>This regulation was NOT MET (SYSTEMIC) as evidenced by:</p> <p>CHRIS Number: 20250034 Date/Time of Discover: 01/27/2025 9:00AM Enter Date/Time: 01/29/2025 12:09PM Reporting Delay: 27:9:00 Location Name: Spotsylvania County Clinic</p> <p>Note: As this is provider's second step in the Progressive Citation Cycle for the same regulation within a one-year period, measured on a rolling basis, provider has demonstrated systemic noncompliance. Provider was previously cited for late reporting</p> <ul style="list-style-type: none"> • The first citation was issued on 6/5/24 and is now non-compliant. 	<p>PR) 03/05/2025</p> <ul style="list-style-type: none"> • Supervisor will meet with therapist to review what events require an Incident Report and timeframe expectations. • During monthly staff meeting with all therapists, supervisor will review what events require an Incident Report and timeframe expectations • Therapists will notify supervisor of a qualifying event immediately following discovery. Therapist will then complete the Incident Report within the required timeframe. Supervisor will assist in monitoring that the Incident Report was completed within the required timeframe. • Supervisor and therapists will review what events require an Incident Report and timeframe expectations during each staff meeting. • Therapists are responsible for notifying supervisor of any qualifying events immediately following the discovery. Therapist are responsible for entering an Incident Report within the expected timeframe. • Once notified, supervisor is responsible for overseeing that incident reports are completed within the required timeframe. <p>OLR) Accepted 03/27/2025</p>	3/17/2025

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

Page: 2 of 2

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

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

Date of Inspection: **02-13-2025**

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>
circumstances of the death and any treatment received. For all other Level II and Level III serious incidents, the reported information shall also include the consequences that resulted from the serious incident. Deaths that occur in a hospital as a result of illness or injury occurring when the individual was in a licensed service shall be reported.				

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.

Lakesha Steele, Incident Management
Unit

(Signature of Organization Representative)

Date

C = Substantial Compliance, N = Non Compliance, NS = Non Compliance Systemic, ND = Non Determined

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

Page: 1 of 3

License #: **101-01-001**

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

Date of Inspection: **02-14-2025**

Program Type/Facility Name: **01-001 Stonewall Estates Group Home**

<u>Standard(s) Cited</u>	<u>Comp</u>	<u>Description of Noncompliance</u>	<u>Actions to be Taken</u>	<u>Planned Comp. Date</u>
12VAC35-105-150. (4) - The provider including its employees, contractors, students, and volunteers shall comply with: 4. Section 37.2-400 of the Code of Virginia and related human rights regulations adopted by the state board;	N	Stonewall Estates Group Home This regulation was NOT MET as evidenced by: See OHR citation below.		2/27/2025
12VAC35-105-150. (4) - The provider including its employees, contractors, students, and volunteers shall comply with: 4. Section 37.2-400 of the Code of Virginia and related human rights regulations adopted by the state board;	N	Stonewall Estates Group Home This regulation was NOT MET as evidenced by: See OHR citations below.	PR) 03/10/2025 Please see response below. OLR) Accepted 03/19/2025	2/27/2025
12VAC35-115-50. B. (2) - In receiving all services, each individual has the right to: 2. Be protected from harm including abuse, neglect, and exploitation.	N	Stonewall Estates Group Home This regulation was NOT MET as evidenced by: CHRIS #20250001/Incident date: January 28, 2025 "Neglect" means failure by a person, program, or facility operated, licensed, or funded by the department, excluding those operated by the Department of Corrections, responsible for providing services to do so, including nourishment, treatment, care, goods, or services necessary to the health, safety, or welfare of an individual	PR) 03/10/2025 PR: Employee #1 was issued corrective action in regards to neglect with respect to the delay in seeking treatment for the affected individual. Recognizing injuries and illnesses quickly and acting accordingly to support individuals with receiving immediate medical care, as well as the incident reporting process was reviewed at the Group Home staff meeting	2/27/2025

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

Page: 2 of 3

License #: 101-01-001

Organization Name: Rappahannock Area Community Services Board

Date of Inspection: 02-14-2025

Program Type/Facility Name: 01-001 Stonewall Estates Group Home

<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>receiving care or treatment for mental illness, intellectual disability, or substance abuse.</p> <ul style="list-style-type: none"> • Provider substantiated neglect based on delayed medical care for Individual #1: <ul style="list-style-type: none"> o Employee #1 found bruises on Individual #1 around noon, and Individual #1 was not taken to Entity #1 until around 4pm, despite being told by other staff that Individual #1 has a history of breaking bones in the past and having a high threshold for pain. <p>Failure to provide services necessary to the health, safety and welfare of the individual is a violation of 12VAC35-115-50(B)(2).</p>	<p>on 2/27/25 with all staff members. Staff signed off on an attestation of their understanding and agreement to abide by these protocols and requirements.</p> <p>Systematically, the expectation of identifying/recognizing injuries or illnesses and subsequently acting to seek medical attention immediately was reinforced with all Group Home/Residential managers and supervisors at the DD Residential Supervisor meeting held on 2/26/25. Details of this review was documented in the team meeting minutes.</p> <p>All RACSB staff, volunteers, and contractors will be required to undergo a Human Rights training upon recruitment and at a minimum of annually thereafter to help ensure continued understanding of their roles and responsibilities in preventing abuse, neglect, and exploitation of individuals in services.</p> <p>The Compliance team will monitor incident reports on a daily basis to help ensure systematically that incidents of this nature are identified and mitigated quickly or avoided altogether.</p> <p>OHR/OLR) Accepted 03/17/2025</p>	

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

Page: 3 of 3

License #: **101-01-001**

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

Date of Inspection: **02-14-2025**

Program Type/Facility Name: **01-001 Stonewall Estates Group Home**

<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.

Cassie Purtlebaugh, Human Rights

(Signature of Organization Representative)

Date

C = Substantial Compliance, N = Non Compliance, NS = Non Compliance Systemic, ND = Non Determined

Communications Update

April 2025

Digital Engagement Snapshot:

Content Creation:

- Two blog posts
- 35 LinkedIn posts
- 49 Facebook posts
- 16 Tweets
- 35 Instagram posts
- 11 Threads posts
- One e-newsletter

Statistics

- Facebook has 10 new fans this month
- Facebook posts reached 17,485 users
- Top Facebook posts were about RAAI participants swimming at the Caroline YMCA, a barber giving free haircuts at Kenmore Club, and employees wearing green for St. Patrick's Day
- Instagram has 13 new followers
- Instagram post engagement was 12.05%
- Most popular Instagram posts: the barber at Kenmore Club, RAAI celebrating Barbie Day, and staff at the Community Connections Expo
- LinkedIn engagement rate is 31.48%
- Most popular LinkedIn posts were barber at Kenmore Club, Community Connections Expo, and Barbie Day
- Total audience growth for all social media platforms was 41 new fans and followers

Spark:

The most visited pages were the home page, HopeStarter ambassador program page, and kudos. The employee handbook was the most frequently accessed document.

Spark had 144 unique views and 2,569 site visits.

Website:

The most popular pages were: Home, Staff Portal, Contact Us, Employment and Mental Health Services.

The site had 71,528 pageviews.

Competitive Analysis:

Facebook

- For Facebook, compared to industry averages for nonprofits:
Audience growth rate is 1.25% while industry average is -1.117%
Post engagement is 6.72% vs industry average of 2.07%
Posting frequency is 1.97 posts per day vs. .44 posts per day.
- For Facebook compared with other CSBs:
Fan growth 1.25% and Horizon Behavioral Health's is 1.3% and Region Ten CSB's is -.16%.
- For Instagram, compared to industry averages for nonprofit:
Audience growth is 2.96% vs. -1.07%
Post engagement rate is 12.05% vs 2.23%
Post frequency is 1.2 per day compared to .8 per day
- For Instagram compared with Mary Washington Healthcare and Horizon Behavioral Health:
Audience growth is 2.96% and MWHC's is 1.94% and Horizon's is .41%
- For LinkedIn, compared to industry averages for nonprofit:
Audience growth rate is 1.51% vs .73%
Post engagement is 31.48% vs. 3.89%
Post frequency is 1.17 posts per day compared to .37 posts per day



Internal Communications/Employee Engagement

ICEE Snapshot

Content Creation:

- Two news posts on Spark
- Three updated pages on Spark
- 9 Viva Engage posts

Employee Engagement

- The Internal Communications/Employee Engagement Committee met one time
- Engagement activities for this month were St. Patrick's Day and Wacky Socks Day
- Planning continues for inservice and the employee picnic

Community Engagement

HopeStarters were represented at several community events:

- Region Ten mobile crisis tour of emergency services: Natasha Randall and Latroy Coleman
- Heather Empfield Day School Family Day: Jen Acors
- Fredericksburg Safe Schools: Jessica Thomas and Hannah Smith
- Open Minds Performance Management Institute: Brandie Williams led a workshop
- Coldest Night of the Year: Jessica Jones, Megan Lam, Nathan Reese, Amy Umble
- Community Connections Expo: Anna Loftis, Ramon Test, Tarah Stanley, Alia Solomon, Joe Stafford, Kristine Ringhoffer
- TownTalk: Lacey Fisher and Alexis Fox
- Understanding DD Medicaid Waivers: Jen Acors gave the presentation at this event hosted by the Fredericksburg Area Transition Council

Seasonal Events:

- RAAI Spring Plant Sale, purchase plants from 10 a.m. to 4 p.m. on weekdays and 9 a.m. to noon Saturdays at 750 Kings Highway. There are also weekly workshops, find details and buy tickets, www.rappahannockareacsb.org/shop
- RAAI is the April recipient of B101.5's kindness campaign. This includes a \$25,000 donation plus advertising and presence on the radio and website of B101.5 and NewsTalk1230 WFVA.
- Healthy Families Rappahannock Area has a pizza fundraiser and a diaper drive for child abuse prevention month.
- The Art of Recovery will start May 2 at Central Rappahannock Regional Library. Opening night will feature refreshments, entertainment and an art sale. The exhibit will be up May 2-31.

Partnering with UMW digital communications class

The Department of Communications and Digital Studies has a course that involves semester-long group projects. Each group chooses a local nonprofit and spends the first half of the semester learning about the organization and developing a social media promotion plan. The second half involves creating a video for the organization. One of the groups chose RACSB. We decided to promote prevention trainings via social media, and the students created a campaign around naloxone training and Mental Health First Aid.

2025 Communications School

I will attend the 2025 Communications School presented by the National Association for Government Communicators, May 20-22 in Pittsburgh.

Blog Post: Growing Community: Building a Bountiful Future, Together

While carefully placing tiny banana pepper seeds into black pots filled with soil, the young man looked around the patio, filled with tables and chairs, and to the greenhouse beyond. “Who usually comes here?” he asked.

A young man in a jacket stands at a table, planting seeds in black plastic pots “Adults with developmental disabilities,” Horticulture Manager Alexis Fox replied.

“Oh,” he said, “I have some learning disabilities in math and reading. I didn’t read until I was in third grade.”

Alexis gestured toward the pots of soil stacked on the tables in the patio.

“The cool thing is,” Alexis said, “you’re putting these seeds in the pots today, and next week, they’ll start sprouting. Each one will be a different size because they all grow at different rates” but each will still yield a vegetable or flower.

Hospital Without Walls

The young man was part of a planting crew made up of individuals served by our Assertive Community Treatment team. Often called a hospital without walls, this program provides 24-hour wrap-around care for adults with severe mental illness who might otherwise be incarcerated or hospitalized.

Our ACT team consists of a psychiatrist, therapists, nurses, vocational specialists, and peer specialists who meet clients where they are to offer holistic services in natural settings and to provide intensive support to help individuals with severe mental illness live successfully in their communities.

The team works collaboratively to help clients, who often have a disorder that significantly impairs functioning. In addition to treatment and vocational services, the team regularly schedules outings (which team members call ACTivities) to help individuals develop social skills, build supportive relationships, and participate in community life.

Reaping the Benefits of Planting

This day, the ACTivity took place at the main site of our day support program for adults with developmental disabilities. Each spring, Rappahannock Adult Activities holds a plant sale to raise money that helps adults with disabilities enjoy community activities, develop skills, find passions, and build relationships.

The day support site at 750 Kings Highway hosts RAAI’s horticulture program, with a large greenhouse and a hoop house.

Day support participants reap several benefits from horticulture:

Working with plants provides an opportunity to nurture and the chance to learn new skills.

Planting seeds, washing pots, mixing soil, and sticking labels on pots help develop fine motor skills.

The greenhouse and gardens provide a rich sensory environment with diverse textures, scents, and colors.

Garden encourages movement and exercise, which promotes health.

Horticulture tasks require attention, memory, and problem-solving skills.

Nurturing plants and witnessing their growth fosters a sense of purpose and responsibility.

Spending time in nature has a calming effect, reducing stress and anxiety levels.

Working together in a shared environment fosters a sense of community and belonging.

Taking care of plants promotes a feeling of connection with nature.

And, as most gardeners know, nurturing a plant from seed to bloom offers a huge sense of accomplishment.

A man in a hat holds seeds in one hand Horticulture activities cultivate some of the same benefits for individuals with mental illness.

Schizophrenia or bipolar can often be isolating illnesses, said Nick Harrison, a therapist and team lead with our ACT program. Some of the symptoms, such as paranoia or hearing voices, can make people feel more comfortable on their own.

Engaging with others can have significant therapeutic benefits, and socializing while doing something repetitive

such as filling pots with soil or planting seeds can seem less intimidating. Helping others also leads to a sense of community pride and inclusion.

Community Collaborations

As the ACT crew planted seeds, Peer Specialist Javonne Kirby explained that these plants would not be used for the RAAI spring plant sale. Instead, they will go to Downtown Greens for the nonprofit community garden to use in its youth programs.

“The kids will come in and it will be like magic that these plants are already growing,” she said.

“Like Jack and the Beanstalk,” added a client as he planted cucumber seeds.

The connections between RAAI, ACT and Downtown Greens make sense, Alexis said. The horticulture program naturally intertwines with several community efforts.

A man loads cardboard boxes into the back of a white van that says RACSB

The day support participants go to the Fredericksburg Food Bank each week to pick up cardboard boxes. They bring most of the boxes to the recycling center but keep flat boxes to use during the plant sale, to help customers carry their purchases.

They also collect seeds from the food bank. They use some of those seeds to grow plants for the sale, but also donate some to the Master Gardeners association, school programs, and seed libraries at local branches of the Central Rappahannock Regional Library.

Harvesting Yields

The day support program gleans a few benefits from these efforts. Notably, day support relies on the plant sale to raise money. While the program’s participants have Medicaid waivers to pay for day support services, the reimbursement rates don’t cover the full costs of providing these services. So, the horticulture program likes to save pennies where it can. Using donated flats and seeds helps the plant sale’s revenue spread further.

The program recycles pots from each sale. They encourage shoppers to return the plastic pots. The day support participants wash the pots to use in the next year’s sale. They also keep some plants to use to gather seeds to use for the next sale.

“The more we can recycle, the more we help the environment and the less money we have to spend,” Alexis said.

“Plus, we help our community at the same time.”



Blog Post: Tiny Bottoms, Big Impact: Why Diaper Drives Matter for Child Abuse Prevention Month

April is Child Abuse Prevention Month, a time to raise awareness and take action to protect our most vulnerable population: children.

Child abuse is a complex topic, but sometimes meeting basic needs can play a large role in prevention. So, we're focusing our attention on a seemingly small item with a surprisingly significant impact: diapers. You might wonder, "What do diapers have to do with child abuse prevention?"

A lot more than you might think.

The Hidden Stress of Diaper Need:

Graphic showing that 1 in 2 families struggle to afford diapers. For families struggling with poverty, the cost of diapers can be a significant burden.

The average baby goes through six to 10 diapers a day, which adds up to about \$80 per month. Throw in the cost of diaper cream and baby wipes, and families spend more than \$100 each month to make sure their babies are in clean, dry diapers.

These costs are not covered by the Supplemental Nutrition Assistance Program (often known as food stamps) or the supplemental nutrition program for Women, Infants and Children (often called WIC). Almost half of American families with young children—47 percent—struggle to afford diapers.

- **Increased Parental Frustration and Anger:** When basic needs aren't met, parents can feel overwhelmed and helpless, increasing the risk of frustration and anger, which can unfortunately escalate into harmful parenting behaviors. Seventy percent of parents who struggle to afford diapers say they are stressed or anxious about their caregiving role. One-third reported anxiety or depression due to the stress of "living diaper to diaper."
- **Health Risks for Babies:** Staying in soiled diapers for longer periods of time can lead to painful rashes, infections, and other health issues, causing further stress and potential medical costs.
- **Barriers to Childcare and Employment:** Many childcare facilities require parents to provide a daily supply of diapers. Without them, parents may be unable to work or attend school, perpetuating the cycle of poverty and increasing stress levels. One quarter of parents who struggle to afford diapers reported missing work or school because they didn't have diapers to drop off at childcare.
- **Social Isolation and Shame:** Parents experiencing diaper need may feel ashamed or embarrassed to ask for help, leading to social isolation and mental health concerns. More than half of parents who report a need for diapers said that they feel judged as a bad caregiver because of that need. Additionally, more than half of these parents cut back on outside activities, which could further isolate them at a time when they need support the most.
- **Health Risks for Caregivers:** More than a quarter of parents struggling to afford diapers skip meals in order to buy diapers. Families who report a need for diapers also report unmet healthcare needs for themselves and other family members. Graph that shows 25% of parents with diaper need miss work or school because they can't afford diapers

How a Diaper Drive Makes a Difference:

The Greater Fredericksburg Chapter of Jack and Jill, Inc. will host a diaper drive during Child Abuse Prevention Month to collect diapers for Healthy Families Rappahannock Area.

By participating in this diaper drive to support Healthy Families Rappahannock Area, you're directly addressing a critical source of stress for families in our community. Your donation of diapers can:

- **Reduce Caregiver Stress:** Providing a supply of diapers can alleviate a significant financial burden, allowing parents to focus on providing a safe and nurturing environment for their children.
- **Promote Child Health and Well-being:** Ensuring babies have clean diapers reduces the risk of health problems.
- **Support Family Stability:** Having a supply of diapers can enable parents to secure childcare and employment, fostering financial stability and reducing overall family stress.

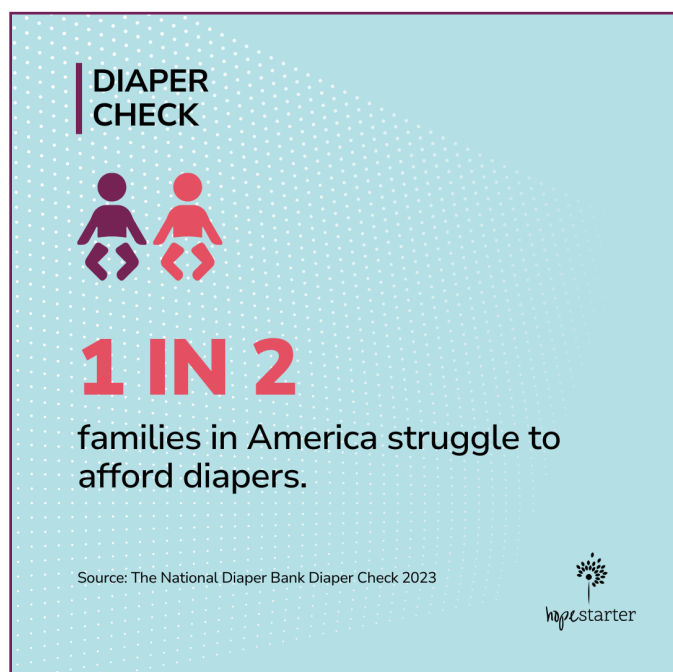
How You Can Help:

- **Drop Off Diapers:** Drop off unopened packages of diapers (all sizes are needed!) at one of these locations from April 7-21:
 St. George's Episcopal Church, 905 Princess Anne Street in Fredericksburg
 RACSB at River Club, 10825 Tidewater Trail in Spotsylvania County
 RACSB Fredericksburg Clinic, 600 Jackson Street.
- **Drive Up Diaper Donations:** A convenient Diaper Drive-Thru will be held April 28 from 8:30 a.m. to 10 a.m. at Land of Promise Church, 5924 Smith Station Road in Spotsylvania County.
- **Make a Monetary Donation:** Contributions to Healthy Families Rappahannock Area help the organization provide diapers and other baby necessities as well as in-home assistance, virtual support groups, and play groups to help families thrive.
- **Spread the Word:** Share this blog post and information about our diaper drive on your social media channels and with your network. Help us reach as many people as possible. You can also download this flyer to share.
- **Order Pizza:** Healthy Families Rappahannock Area has teamed up with Little Caesars for a delicious fundraiser. You can order kits to make your own pizza and cookies at home or order meal codes to pick up ready-made goodies at your closest Little Caesar's.

Every diaper donated is a small act of kindness with the potential for a big impact. By helping families meet this fundamental need, we can reduce stress, promote child well-being, and contribute to a community where all children have the opportunity to grow up safe and nurtured.

Let's work together this Child Abuse Prevention Month to support families in our community, one diaper at a time. Thank you for your generosity and commitment to protecting children.

Statistics for this post come from The NDBN Diaper Check 2023 and "Fixing a Leaky U.S. Social Safety Net: Diapers, Policy, and Low-Income Families." RSF: The Russell Sage Foundation Journal of the Social Sciences



Prevention Services Program Updates

Michelle Wagaman, Director

mwagaman@rappahannockareacsb.org

540-374-3337, ext. 7520

Prevention Services Top 5 for April:

1. Healthy Families is hosting awareness activities and fundraisers as part of April as Child Abuse Prevention Month.
2. teenMHFA implementation at James Monroe High School begins April 9, 2025. More than 300 students will be trained this quarter. Caroline High School will complete their implementation of the second teacher classes.
3. Our first Mental Health First Aid training in Spanish was held March 18, 2026 and was well received.
4. ARPA funding that was approved through September 30, 2025 was unexpectedly ended effective March 24, 2025. Prevention and Finance worked to submit reimbursement in the full grant amount. It's been submitted to DBHDS and awaiting approval from SAMSHA.
5. April 29, 2025 is Fentanyl Awareness Day. A social media campaign is underway and lunch and learn opportunities are being planned.

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 Curriculum – Jennifer Bateman, Prevention Specialist, continues this round of facilitation of the Second Step social emotional learning curriculum with St. Paul's and 4Seasons day care/preschool centers in King George County. Year 2 facilitation of the Second Step Bully Prevention curriculum for the elementary grade levels within Caroline County Public Schools is done for this academic year.

Coalitions – The Community Collaborative for Youth and Families has set the quarterly meeting schedule for 2025: April 11; July 11; and October 10. On the agenda for the April meeting is the results of the Community Health Needs Assessment, updates from the Opioid Workgroup and Suicide Prevention Coalition, and stroke safe communities. To learn more: <https://www.thecommunitycollaborative.org/>

Tobacco Control – The Prevention Services Team finally received the updated materials from DBHDS. We are planning dates to resume the merchant education. Health Planning Region 1 is hosting a CounterTools platform training on April 7.

Alcohol and Vaping Prevention Education – Jennifer Bateman, Prevention Specialist, continues to schedule for the 2024-2025 academic year to facilitate alcohol prevention and vaping prevention education trainings as part of health classes. She is scheduled for King George High School, Courtland High School, Chancellor High

School, and Riverbend High School. She participated in the Spotsylvania County Public Schools vaping awareness event on April 3.

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. LivingWorks has updated their trainer portal and facilitation guidance. The March 13-14 training was cancelled due to low registration.

The training will be held on the following dates in 2025: June 4-5; July 29-30; and October 24-24.

To register: <https://www.signupgenius.com/go/RACSB-ASIST-Training2025>

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 of substance use problem and connect them to the appropriate care.

Adult Mental Health First Aid trainings will be held on the remaining dates in 2025: April 29; June 10; September 4; and December 9 (from 8:30 a.m. to 5:00 p.m.).

Mental Health First Aid in Spanish trainings are scheduled for the remaining dates in 2025: May 8; August 19; and November 13.

Youth Mental Health First Aid training is scheduled for the remaining dates in 2025: May 22; June 17; October 7; and December 2 (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-Training2025>

To register for Adult Mental Health First Aid in Spanish Training:
<https://www.signupgenius.com/go/RACSB-MHFA-Spanish2025>

To register for Youth Mental Health First Aid Training:
<https://www.signupgenius.com/go/RACSB-YouthMHFA-Training2025>

The Virginia General Assembly passed House Bill 2420 which aims to increase participation in Mental Health First Aid requiring each coach of an intercollegiate athletics program at a public institution of higher education to participate in Mental Health First aid training or a similar program within one year of the commencement of duties. We have proactively reached out to the athletic director at the University of Mary Washington.

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.

safeTALK is scheduled for these remaining dates in 2025: April 24 (9:00 a.m. to noon); July 22 (9:00 a.m. to noon); September 23 (9:00 a.m. to noon); and November 17 (1:00 p.m. to 4:00 p.m.).

To register: <https://www.signupgenius.com/go/RACSB-safeTALK2025>

Lock and Talk Virginia – Preparation continues for May as Mental Health Month campaign as well as an adolescent campaign. We have received unofficial notification that regional suicide prevention funding will be reduced by \$75,000 next fiscal year.

Coalitions – The subgroups formed to address focus areas of teens/young adults; older adults; and first responders/veterans continue to meet and develop goals. The next coalition meeting will be held April 28, 2025 at 1:00 p.m. at River Club.

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. To learn more about the Save 1 Life harm reduction initiative: <https://www.save1lifefxbg.org/>

Save One Life Naloxone Training and Dispensing – RACSB continues to host virtual trainings twice a month. Additionally, we schedule and host trainings upon the request of community partners. We continue to experience an increase in training/dispensing requests from community organizations.

Prevention Specialist Sherry Norton-Williams is serving as a mentor for the North Stafford High School bio med student in support of their senior capstone program. The student has hosted REVIVE! trainings at the school and is working to have Stafford County Public School revise their naloxone policy to allow students to carry the life saving medication.

We've been invited to return to the University of Mary Washington and train students as part of their annual ASPIRE Week in April.

Virtual training dates for 2025: <https://www.signupgenius.com/go/5080F48A5A629A5FF2-54093052-opioid>

Additional Initiatives

Responsible Gaming and Gambling – Michelle Wagaman is serving on a DBHDS committee that is creating a statewide awareness campaign. A school curriculum is also in development.

RACSB is a member of the Virginia Council on Problem Gambling. To learn about this organization, please visit www.vcpbg.net.

ACEs Interface – RACSB Prevention Services offers in-person trainings for community members to learn more about the impact of adversity in childhood on brain development and how toxic stress can impact individual and community health.

The Understanding ACEs training will be held on the remaining dates in 2025: April 9 (1:00 p.m. to 4:00 p.m.); June 11 (2:00 p.m. to 5:00 p.m.); August 5 (9:00 a.m. to noon); September 9 (9:00 a.m. to noon); and October 28 (9:00 a.m. to noon).

To register: <https://www.signupgenius.com/go/RACSB-ACEs-Training2025>

The next train-the-trainer will be held August 27-28-29, 2025. Keith Cartwright from DBHDS will co-train with RACSB Master Trainers Amy Jindra and Michelle Wagaman. The August cohort already has 11 individuals registered.

To register: <https://www.signupgenius.com/go/RACSB-ACE-Presenter2025>

RACSB Prevention is part of the Trauma Informed Care Workgroup under the Criminal Justice Reform Alliance. We are partnering with the Rappahannock YMCA to host a book club, “The Wellness Shelf” starting in May. The first book will be “What Happened to You? Conversation on Trauma, Resilience and Healing” by Dr. Bruce Perry and Oprah Winfrey. The club will meet on Thursday evenings at 5:00 p.m. beginning May 8, 2025. The deadline to register is April 21, 2025. Registration is being coordinated by the YMCA. RACSB Prevention is providing complimentary copies of the book to the first 20 that register.

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 a pre-requisite for Course 2). The training is held from 9:00 a.m. to 4:00 p.m.

In 2025, we will host Course 1 on April 22; July 31; and September 25. Course 2 will be held May 13 and December 4.

To register: <https://www.signupgenius.com/go/RACSB-CRI-Training2025>

Activate Your Wellness – DBHDS initiative that is primarily a social norms campaign with social media, print materials, and short videos. RACSB continues utilizing this content for “Wellness Wednesday” posts.

Rappahannock Area Kids on the Block

Rappahannock Area Kids on the Block (RAKOB) is scheduling for spring performances and will be returning to the multicultural fair at the University of Mary Washington on April 5, 2025.

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.

March 2025

LOCALITY	NUMBER OF REFERRALS	ASSESSMENTS	NUMBER OF FAMILIES RECEIVING HOME VISITS	NEW ENROLLEES YEAR-TO-DATE
CAROLINE COUNTY	0	0	8	1
CITY OF FREDERICKSBURG	2	4	26	7
KING GEORGE COUNTY	1	0	6	2
SPOTSYLVANIA COUNTY	6	5	58	36
STAFFORD COUNTY	9	8	46	17
OUT OF AREA (REFERRED TO OTHER HF SITES)	0	0	0	0
TOTAL	18	17	144	63

- Moving forward with The Community Foundation's Women and Girls Fund Live Ballot for *The Motherhood Bridge* proposal
- Started Little Caesars Fundraiser April 1 – May 1
<https://fundraising.littlecaesars.com/products?support=3c554fe4-5638-4fdd-a87c-01ecbc190dcf>
- Received donations: *From the Gig & Hops* (items for Mother's Day celebration scheduled in May), *From the Heart* (blankets & totes), *Slystrong Foundation* (books), *Little hands in Richmond* (Diapers, Individual donations from previous families (cribs, clothing, etc)
- Participated in the ribbon cutting of the new Level III NICU at *Mary Washington Hospital*
- Elected two (2) new Parent Ambassadors for the Parent Advisory Group
- Invited to Participate in Lifepoint Church's Egg Hunt-Opportunity to share about HFRA

OUTCOMES: Third Quarter (January 1, 2025 through March 31, 2025)

Child Health

- 93% (83 of 89) of children received scheduled Well Care Visits
- 97% (100 of 103) immunization completion

Developmental Screening

- 100% (33 of 33) received scheduled developmental screen (ASQ)
- 100% (24 of 24) received scheduled Social Emotional Screening (ASQ SE)
- 100% (1 of 1) received developmental screening referral for (ASQ)

Maternal Health

- 100% (5 of 5) received scheduled Postpartum Care
- 100% (4 of 4) received depression referrals mothers

Positive Parenting Practices

- 100% (46 of 46) Positive Child Interaction Observation
- 84% (27 of 32) identify Positive Male Role Models



HEALTHY FAMILIES RAPPAHANNOCK AREA NEWSLETTER



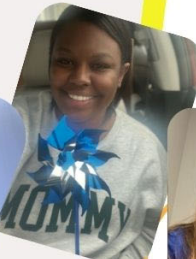
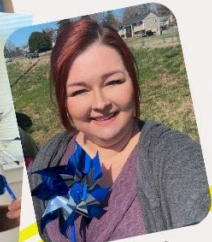
APRIL EDITION

April is Child Abuse Prevention Month: Together, We Can Make a Difference

In 2008, Prevent Child Abuse America introduced the pinwheel as the national symbol for child abuse. The pinwheels represent the whimsical nature of childhood. They also symbolize that every child deserves a safe and healthy childhood to grow and thrive.

By strengthening families, educating communities, and providing vital resources, we can help prevent abuse before it starts. In April, we stand united to recognize Child Abuse Prevention Month – a time to raise awareness, support families, and protect children.

Let's work together to build a brighter, safer future for all children – because every child matters, and their well-being is our responsibility. ❤️
#ChildAbusePreventionMonth
#StrongerFamiliesSaferKids

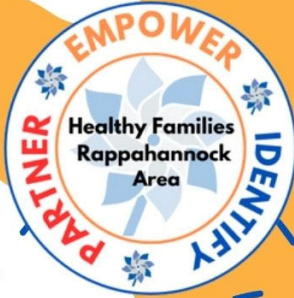


*Community Hero
Shout Outs*

- Jubilation Luxury 55 & Older Community
- SHEETZ #545
- Slye Strong Foundation
- Spotswood Baptist Church
- CHOICES

DONATIONS HAVE THE POWER TO CHANGE LIVES!!

www.healthyfamiliesrappahannock.org



HEALTHY FAMILIES RAPPAHANNOCK AREA NEWSLETTER

APRIL EDITION

Success Story

Paulette joined Healthy Families with her daughter. She was overwhelmed by financial stress and her biggest challenge was figuring out how to secure a place of their own; however, she didn't know where to start. With guidance and resources provided by her Family Support Specialist, Janee, Paulette began to feel more optimistic about the future.

Within a week of being linked to resources in the community, Paulette was added to the waiting list for childcare assistance and a housing voucher. Just a few days before her daughter's first birthday, Paulette and her little one moved into their very own home. Janee helped gather donations to furnish the space, making their new start even more special.

While Paulette was thrilled to have come this far, she began to feel stressed again with the holidays approaching. She worried about how she would provide gifts for her daughter's first Christmas. Once again, Janee stepped in, inviting Paulette to the program's annual holiday drive-thru event and connecting her with additional holiday assistance from community partners.

Paulette is deeply grateful for the ongoing support she has received and continues to feel empowered through her journey with Healthy Families. She is thankful for being referred to such a life-changing program.

Congratulations, Paulette...We are so proud of all you have accomplished!

www.healthyfamiliesrappahannock.org



Support Healthy Families
Rappahannock Area By

EATING
PIZZA

ORDER YOURS
Today





HEALTHY FAMILIES RAPPAHANNOCK AREA NEWSLETTER

www.healthyfamiliesrappahannock.org

April Event Calendar

SUN	MON	TUE	WED	THU	FRI	SAT
		1. FUNDRAISING EVENT	2. WORLD AUTISM DAY	3	4	5
6	7	8. HAPPY BIRTHDAY Carmen	9. Safety Playgroup	10	11	12
13	14	15	16	17	18	19
20. HAPPY EASTER	21	22	23	24	25. JAZZ & MISSION BENEFIT CONCERT	26
27	28	29	30			

DATES TO REMEMBER:

COME JOIN US
HEALTHY FAMILIES TEAM

- April 1st - May 1st - **Little Caesar's "No Excuse for Child Abuse" Pizza Drive**
- April 9th - **Safety in Our Community Playgroup** (Heritage Park Community Center)
- April 1st - April 21st - **Diaper Drive** Sponsored by Greater Fredericksburg Chapter of Jack and Jill, Inc.
- April 17th **Chair Zumba** - 11:30 am Jubilation 1301 Ashford Circle, Fredericksburg
- April 25th - **Jazz & a Mission Benefit Concert** 7pm Hillcrest UMC 2208 Lafayette Blvd.
- May 3rd - **Maternal Mental Health 5K** (Old Mill Park)
- May 17th - **Baby Shower** sponsored by Delta Sigma Theta Sorority (Riverclub)
- May 22nd - **Women & Girls Fund Live Ballot** - The Motherhood Bridge

Rappahannock Area Community Services Board
Prevention Services Monthly Snapshot
FY 2025 (July 1, 2024 through June 30, 2025)

	Initiative	Measures/Indicators	Quarter 1	Quarter 2	January 2025	Noteworthy	February 2025	Noteworthy	March 2025	Noteworthy	Quarter 3	Year to Date	FY 2024
Substance Abuse Prevention	Evidence-based Curriculums	Healthy Alternatives for Little Ones (HALO) participants	0	0	53	Due to recent orders for federal workers to return to in-office, Four Seasons Daycare has seen a dramatic increase in enrollment. This increase has affected the number of children served by RACSB Prevention Services.	53	Due to recent orders for federal workers to return to in-office, Four Seasons Daycare has seen a dramatic increase in enrollment. This increase has affected the number of children served by RACSB Prevention Services.	53	Due to recent orders for federal workers to return to in-office, Four Seasons Daycare has seen a dramatic increase in enrollment. This increase has affected the number of children served by RACSB Prevention Services.	53	53	36
		Second Step participants	44	44	0	Second Step SEL program will resume in September 2025	0	Second Step SEL program will resume in September 2025	0	Second Step SEL program will resume in September 2025	0	44	36
		Second Step - Bully Prevention participants	571	1057	140		0	Due to weather and schedule issues the final lesson of the Second Step Bully Prevention lessons will be implemented on March 7.	140	Second Step Bully Prevention was completed at Lewis and Clark Elementary School on March 7, 2025. This is the 3rd year that LCES has invited RACSB to partner with them in their bully prevention efforts.	140	1768	2,048
		Too Good for Drugs participants	24	0	0	Resumes in June 2025	0	Resumes in June 2025	0	Too Good For Drugs will resume in June 2025	0	24	24
	Tobacco Control	Merchant Education through CounterTools Initiative (retailers visited)	0	0		Awaiting updated materials from DBHDS		Awaiting updated materials from DBHDS	0	RACSB is attending trainings in relation to the new data tracking platform and reviewing new distribution materials.	0	0	270
	Tobacco/Vaping Prevention Education	Number of Trainings	4	9	2	Vaping Education training for the middle and high school students attending the alternative school, John J. Wright in Spotsylvania county. This training is scheduled for January 21, 2025	3	Riverbend High School 9th Grade Health/PE Classes (A day schedule). Due to snow implementation for B day classes has been scheduled for March 18, 2025.	10	RACSB Prevention partnered with Riverbend's 9th Grade PE/Health Department to facilitate not only vaping education but alcohol and marijuana education as well. RACSB also renewed its partnership with both King George 6th grade PE/Health classes as well as KGHS NJROTC classes.	15	15	51
		Number of Individuals Reached	106	385	29		159		683		871	491	1,961
	Alcohol Prevention Education	Number of Trainings	0	6	0	There are 2 trainings scheduled for April 2025. RACSB Prevention Services has capacity to schedule addition trainings.	3	Riverbend High School 9th Grade Health/PE Classes (A day schedule). Due to snow implementation for B day classes has been scheduled for March 18, 2025.	4	RACSB Prevention partnered with Riverbend's 9th Grade PE/Health Department to facilitate not only vaping education but alcohol and marijuana education as well.	7	6	24
		Number of Individuals Reached	0	140			159		245		404	140	1,115
	Cannabis/Marijuana Prevention Education	Number of Trainings	0	6	0	There is a training scheduled for both March and April of 2025. RACSB Prevention Services has capacity to schedule addition trainings.	3	Riverbend High School 9th Grade Health/PE Classes (A day schedule). Due to snow implementation for B day classes has been scheduled for March 18, 2025.	7	RACSB Prevention partnered with Riverbend's 9th Grade PE/Health Department to facilitate not only vaping education but alcohol and marijuana education as well. RACSB also renewed its partnership with KGHS NJROTC classes.	10	10	24
		Number of Individuals Reached	0	162			159		273		432	162	1,362
	Coalitions	The Community Collaborative for Youth and Families (active membership)			0	Meeting cancelled due to weather	36	Youth First Conference held February 14, 2025		Preparing for April Quarterly meeting	36	36	
Suicide Prevention	Rappahannock Area Kids on the Block	Number of Performances	1	1	0		0		0	Gearing up for UMW Multicultural Fair on April 5 and school performances	0	2	2
		Number of Individuals Reached	120	40	0		0		0		0	160	300
	Mental Health First Aid Training	Number of Adult MHFA Trainings	8	4	3	Two trainings held for LE Basic at RRCJA; One for UMW resident life staff	1	Community training	1	Our first MHFA Training in Spanish!	5	17	27
		Number of Adult MHFA Participants	177	74	64		11		5		80	331	456
		Number of Youth MHFA Trainings	1	3	0		0		1	Community training	1	5	9
		Number of Youth MHFA Participants	21	47	0		0		16		16	68	153
		Number of teenMHFA Implementations	0	6	0						0	6	n/a
		Number of teenMHFA Participants	0	150	0		0		0	Implementation resumes at Caroline HS in April and will begin at James Monroe HS for 12 classes.	0	150	n/a
	ASIST (Applied Suicide Intervention Skills Training)	Number of Trainings	1	1	0		0		0	Training scheduled for March 13-14, 2025 was cancelled due to low registrations; June dates have exceeded minimum.	0	2	3
		Number of Participants	25	13	0						0	38	51
	safeTALK Training	Number of Trainings	1	1	0	There is a safeTALK training scheduled for early February 2025	0	Training cancelled due to low registrations.	0	Training scheduled for April 24, 2025.	0	2	4
		Number of Participants	12	8	0						0	20	61
	Lock and Talk/Means Safety	Medication Lock Boxes Distributed*	44	61	18		4		22		44	149	269
		Trigger Locks Distributed	148	92	0		0		5		5	245	445
		Cable Locks Distributed	200	102	78		0		19	Senior Triad; Elle Women's Health	97	399	722
	The Gun Shop Project	Merchant Education	0	0	0		0		0	Planning for summer visits	0	0	1
	Coalitions	Suicide Prevention Coalition (CCYF subset)	Active	45	45		45		45	Planning for May awareness	45	45	n/a
	Awareness/Education	Number Community Presentations	0	0							0	2	
		Number of Individuals Reached	0	0							0	1500	
	Understanding Adverse	Number of Trainings	4	3	0	There are 3 Understanding ACEs trainings scheduled throughout the	7	Included in these trainings were local CIT officers, daycare workers	0	Training scheduled for April 9, 2025.	7	14	17

Rappahannock Area Community Services Board
Prevention Services Monthly Snapshot
FY 2025 (July 1, 2024 through June 30, 2025)

	Initiative	Measures/Indicators	Quarter 1	Quarter 2	January 2025	Noteworthy	February 2025	Noteworthy	March 2025	Noteworthy	Quarter 3	Year to Date	FY 2024
Family Wellness	Childhood Experiences Training	Number of Participants	109	55	0	trainings scheduled throughout the month of February 2025	131	local CRY officers, daycare workers and Chancellor High School Early Childhood students. Additionally, RACSB hosted a train-the-practitioner cohort with 18 participants.	0		131	295	330
	Community Resilience Initiative Course 1: Trauma Informed	Number of Trainings	1	0	0	CRI 1 scheduled for January 23, 2025 was cancelled	0		0	Training scheduled for April 22, 2025.	0	1	3
		Number of Participants	10	0	0		0		0		0	10	37
	Community Resilience Initiative Course 2: Trauma Supportive	Number of Trainings	0	1	0		0		0	Training scheduled for May 13, 2025.	0	1	2
		Number of Participants	0	11	0		0		0		0	11	27
	Parenting Sessions	Number of Sessions	0	1	0		0		0		0	1	1
		Number of Adults Participants	0	6	0		0		0		0	6	31
		Number of Youth Participants	0	0	0		0		0		0	0	-
State Opioid Response (SOR)	REVIVE!/Safe1Life Trainings	Number of Trainings	24	30	8	Provided Rapid Training to UMW resident life staff but did not dispense; trained and dispensed to North Stafford Bio Med Students	9		15	trained and dispensed to North Stafford Bio Med Students; trained KGHS NJROTC students and dispensing to them in April	32	86	130
		Number of Participants	413	484	149		101		115		365	1262	1,713
	Naloxone Distribution	Number of Boxes Distributed	438	325	72		102		65		239	1002	1,664
		Number of Doses (2 doses per box)	876	650	144		204		130		478	2004	3,328
		Percent of those trained receiving Naloxone	106%	67%	48%		101%		57%		65%	79%	97%
	Safe Storage/Disposal	Medication Deactivation Kits Distributed	614	864	54		104	Youth First	227	Senior Triad Expo	385	1863	2,500
		Medication Lock Boxes Distributed*	44	61	18	Clinics providing to clients	4		22		44	149	269
Prevention Problem Gambling	Drug Take Backs	Operation Medicine Cabinet (October/April)	0	1,635 lbs	n/a		n/a		n/a	Preparing for April 26	0	1,635 lbs	2,808
	Coalitions	Opioid Workgroup/Save1LifeFXBG	0	36	36		36		36	Preparing for Logic Model workshop	36	36	32
	Awareness/Education	Number Community Presentations	4	0	0		0		1	Present to RACSB Board of Directors	1	4	-
		Number of Individuals Reached	70	0	0		0		20		20	70	-
	Social Media	Number of Posts	0	15	0		0		4	Problem Gambling Awareness Month	4	15	-
		Reach of Posts	0	904	0		0		845		845	904	-
*Duplicate count as dual funded/purpose													

Finance Department March 2025 Program Updates

Staffing Changes and Opportunities:

There are currently two open positions in the Finance Department: Accounting Coordinator (currently posted) and Financial Analyst (currently on hold). We continue to appreciate our financial consultant, Kelly Young Marinoff, who has been working with Sara to help train her on our financial software and other items.

Reimbursement Department:

We continued our thorough review of our consumer balances in the month March 2025 in efforts to clean up balances from over 10 years ago and ensure accuracy of outstanding accounts. This will increase write off amounts for various reasons with the largest increase being “Uncollectable”. Any balance over 5 years old that for a client closed to services and no payments received have been deemed uncollectable and will be adjusted off. We do expect this trend to continue until our review of all outstanding consumer balances is complete.

In the month February we had an increase in adjustments for spend down not met due to our residential clients reaching their max allowed days Medicaid will pay per year and starting a new authorization.

We also have a new write off for State Funds Exhausted. This is for our restoration services that we provide and bill to state for reimbursement. We received notice that the state funds for this service have been exhausted. DBHDS has recently restarted processing invoices for payment, so this category may reduce in the future.

Accounting Department:

The Accounting Department, in collaboration with program staff, has prepared for an on-site audit by the Social Security for our Representative Payee services in April. Additionally, the department is working closely with external auditors on the annual financial audits for the HUD group homes and is in the process of finalizing the audited financial statements for RACSB and RCS, Inc. Ongoing efforts are also focused on assisting program staff with projecting revenue and expenses for FY25, as well as budgeting for FY26. Furthermore, work continues to address outstanding grant reimbursement requests through Web Grants.

Summary of Cash Investments

Depository		Rate	Comments
Atlantic Union Bank			
Checking	\$ 12,531,839	3.25%	
Investment Portfolio			
Cash Equivalents	4,028,698		
Fixed Income	5,008,500		
Total Investment	\$ 9,037,198		
Total Atlantic Union Bank	\$ 21,569,037		

Other

Local Gov. Investment Pool	36,353	4.44%	Avg. Monthly Yield
Total Investments	\$ 21,605,390		

Other Post-Employment Benefit (OPEB)

	Cost Basis	Cost Variance From Inception	Market Basis	Market Variance From Inception
Initial Contribution	\$ 954,620		\$ 954,620	
FY 2024 Year-End Balance	\$ 2,131,014	\$ 1,176,394	\$ 4,489,220	\$ 3,534,600
Balance at 09/30/2024	\$ 2,132,565	\$ 1,177,945	\$ 4,358,454	\$ 3,403,834
Balance at 10/31/2024	\$ 2,131,983	\$ 1,177,363	\$ 4,270,641	\$ 3,316,021
Balance at 11/30/2024	\$ 2,131,983	\$ 1,177,363	\$ 4,403,710	\$ 3,449,090
Balance at 12/31/2024	\$ 2,131,983	\$ 1,177,363	\$ 4,334,837	\$ 3,380,217
Realized Gain/(Loss)	\$ 561		\$ 561	
Unrealized Gain/(Loss)			\$ 58,462	
Purchases/Sales				
Fees & Expenses	\$ (1,090)		\$ (1,090)	
Transfers/Contributions				
Balance at 1/31/2025	\$ 2,131,455	\$ 1,176,835	\$ 4,392,771	\$ 3,438,151

Health Insurance

FY 2025	Monthly Premiums	Additional Premium Contributions	Monthly Claims & Fees	Interest	Balance
Beginning Balance					\$3,029,016
July	\$611,895		\$261,724	\$1,355	\$3,380,542
August	\$171,712		\$322,228	\$1,382	\$3,231,408
September	\$419,303		\$209,940	\$1,341	\$3,442,111
October	\$205,620		\$311,924	\$1,443	\$3,337,250
November	\$595,278		\$216,548	\$1,391	\$3,717,371
December	\$215,650		\$330,102	\$1,537	\$3,604,456
January	\$555,814		\$261,380	\$1,586	\$3,900,475
February	\$382,424		\$380,808	\$1,494	\$3,903,585
March	\$382,738		\$292,163	\$1,645	\$3,995,804
YTD Total	\$3,540,432	\$0	\$2,586,817	\$13,173	\$3,995,804

Historical Data	Average Monthly Claims	Monthly Average Difference from PY	Highest Month
FY 2025	\$287,424	\$31,972	\$380,808
FY 2024	\$255,453	\$41,076	\$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

Summary of Investments

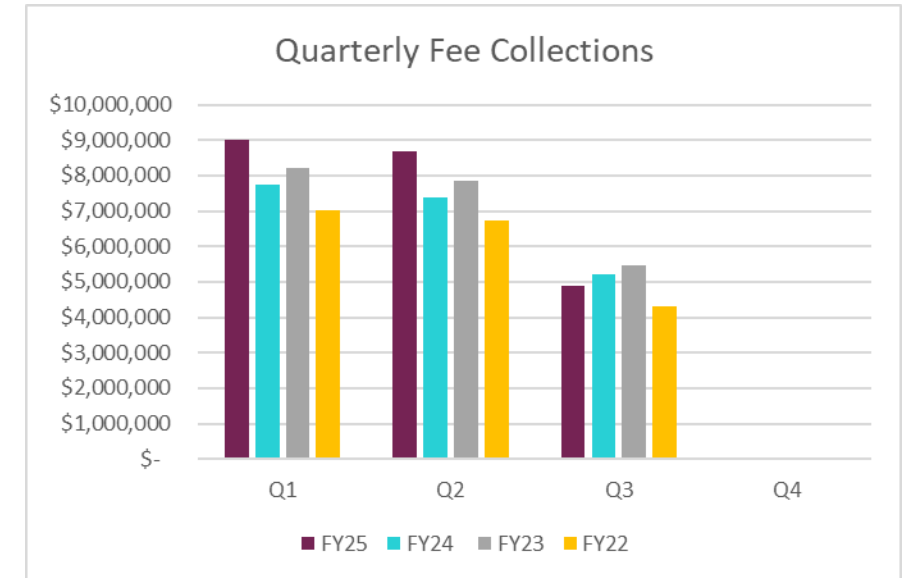
Asset Description	Shares/Face Value	Market Value	Total Cost	Unrealized Gain/Loss	Est. Income	Yield to Maturity	Yield to Cost
Fidelity IMM Gov Class I Fund #57	\$ 614,474.34	\$ 614,474.34	\$ 614,474.34	\$ -	\$ 26,031.00	4.24%	4.24%
US Treasury Bill (04/03/2025)	\$ 500,000.00	\$ 497,516.34	\$ 497,512.90	\$ 3.44	\$ 2,487.10	2.80%	4.37%
US Treasury Bill (04/08/2025)	\$ 500,000.00	\$ 496,755.00	\$ 496,751.56	\$ 3.44	\$ 3,248.44	3.80%	4.36%
US Treasury Bill (05/15/2025)	\$ 1,000,000.00	\$ 981,735.38	\$ 981,747.13	\$ (11.75)	\$ 18,252.87	4.20%	4.34%
US Treasury Bill (06/12/2025)	\$ 1,000,000.00	\$ 955,292.52	\$ 953,972.50	\$ 1,320.02	\$ 46,027.50	4.20%	5.09%
US Treasury Bill (08/07/2025)	\$ 500,000.00	\$ 482,923.94	\$ 483,455.62	\$ (531.68)	\$ 16,544.38	4.20%	4.00%
Total Cash Equivalents	\$ 4,114,474.34	\$ 4,028,697.52	\$ 4,027,914.05	\$ 783.47	\$ 112,591.29		
US Treasury Note (04/30/2025) (est in 2020)	\$ 1,000,000.00	\$ 996,860.00	\$ 948,906.25	\$ 47,953.75	\$ 3,750.00	4.50%	4.82%
US Treasury Note (10/15/2025)	\$ 1,000,000.00	\$ 1,000,270.00	\$ 1,005,781.25	\$ (5,511.25)	\$ 42,500.00	4.10%	4.06%
US Treasury Note (09/30/2025)	\$ 500,000.00	\$ 501,855.00	\$ 504,570.31	\$ (2,715.31)	\$ 25,000.00	4.30%	4.50%
US Treasury Note (10/15/2026)	\$ 500,000.00	\$ 505,020.00	\$ 506,738.28	\$ (1,718.28)	\$ 23,125.00	4.50%	4.15%
US Treasury Note (03/15/2027)	\$ 500,000.00	\$ 503,215.00	\$ 496,308.59	\$ 6,906.41	\$ 21,250.00	4.10%	4.57%
US Treasury Note (04/30/2026)	\$ 500,000.00	\$ 504,335.00	\$ 499,023.44	\$ 5,311.56	\$ 24,375.00	4.10%	5.04%
US Treasury Note (08/15/2027)	\$ 500,000.00	\$ 498,410.00	\$ 495,292.97	\$ 3,117.03	\$ 18,750.00	4.10%	4.15%
US Treasury Note (8/31/2026)	\$ 500,000.00	\$ 498,535.00	\$ 495,195.31	\$ 3,339.69	\$ 18,750.00	4.10%	4.24%
Total Fixed income	\$ 5,000,000.00	\$ 5,008,500.00	\$ 4,951,816.40	\$ 56,683.60	\$ 177,500.00	4.20%	4.48%
3/31/2025		\$ 9,037,197.52	\$ 8,979,730.45	\$ 57,467.07	\$ 290,091.29	4.20%	4.48%

Fee Revenue Reimbursement- February 28, 2025

RAPPAHANNOCK AREA COMMUNITY SERVICES BOARD FEE REVENUE REIMBURSEMENT REPORT AS OF Feb 28, 2025

AGED CLAIMS		Current Month		Prior Month		Prior Year	
Total Claims Outstanding	Total	100%	\$5,966,411	100%	\$7,645,881	100%	\$7,028,903
	Consumers	65%	\$3,876,841	50%	\$3,812,173	51%	\$3,568,932
	3rd Party	35%	\$2,089,570	50%	\$3,833,708	49%	\$3,459,972
Claims Aged 0-29 Days	Total	29%	\$1,739,808	45%	\$3,461,985	48%	\$3,373,686
	Consumers	1%	\$65,600	1%	\$67,311	1%	\$90,571
	3rd Party	28%	\$1,674,209	44%	\$3,394,674	47%	\$3,283,115
Claims Aged 30-59 Days	Total	3%	\$207,969	3%	\$256,050	2%	\$123,785
	Consumers	2%	\$93,759	1%	\$84,050	1%	\$61,121
	3rd Party	2%	\$114,210	2%	\$172,000	1%	\$62,664
Claims Aged 60-89 Days	Total	3%	\$189,745	1%	\$104,441	1%	\$67,790
	Consumers	1%	\$62,641	0%	\$4,992	0%	\$31,340
	3rd Party	2%	\$127,104	1%	\$99,449	1%	\$36,450
Claims Aged 90-119 Days	Total	1%	\$65,837	3%	\$247,766	1%	\$41,258
	Consumers	0%	\$3,882	3%	\$193,704	0%	\$20,744
	3rd Party	1%	\$61,955	1%	\$54,062	0%	\$20,514
Claims Aged 120+ Days	Total	63%	\$3,763,051	47%	\$3,576,639	49%	\$3,422,384
	Consumers	61%	\$3,650,958	45%	\$3,462,116	48%	\$3,365,155
	3rd Party	2%	\$112,093	1%	\$114,523	1%	\$57,229

CLAIM COLLECTIONS	
Current Year To Date Collections	\$22,592,459
Prior Year To Date Collections	\$20,366,098
\$ Change from Prior Year	\$2,226,361
% Change from Prior Year	11%



Write-off Report

Month: Feb 2025		
Write Off Code	Current MTD	Prior MTD
BAD ADDRESS	\$ 1,146	\$ 837
BANKRUPTCY	\$ 250	\$ 356
DECEASED	\$ -	\$ 321
NO FINANCIAL AGREEMENT	\$ 7,097	\$ 10
SMALL BALANCE	\$ 111	\$ 95
UNCOLLECTABLE	\$ 175	\$ -
FINANCIAL ASSISTANCE	\$ 174,427	\$ 10,945
NO SHOW	\$ 720	\$ 310
MAX UNITS/BENEFITS	\$ 49,320	\$ 1,253
PROVIDER NOT CREDENTIALLED	\$ 4,730	\$ 4,815
DIAGNOSIS NOT COVERED	\$ 320	\$ -
NON-COVERED SERVICE	\$ 4,363	\$ 2,580
SERVICES NOT AUTHORIZED	\$ 14,693	\$ 12,934
PAST BILLING DEADLINE	\$ 748	\$ -
MCO DENIED AUTH	\$ 956	\$ -
INCORRECT PAYER	\$ 362	\$ 3,383
INVALID MEMBER ID	\$ -	\$ 1,306
NO PRIMARY EOB	\$ 130	\$ -
SPENDDOWN NOT MET	\$ 34,407	\$ 8,826
STATE FUNDS EXHAUSTED	\$ 19,150	\$ -
TOTAL	\$ 313,105	\$ 47,971

Year to Date: July - Feb 2025		
Write Off Code	Current YTD	Prior YTD
BAD ADDRESS	\$ 49,264	\$ 907
BANKRUPTCY	\$ 250	\$ 1,041
DECEASED	\$ 1,530	\$ 829
NO FINANCIAL AGREEMENT	\$ 64,691	\$ 23,036
SMALL BALANCE	\$ 515	\$ 985
UNCOLLECTABLE	\$ 2,642	\$ 2,197
FINANCIAL ASSISTANCE	\$ 1,378,164	\$ 988,556
NO SHOW	\$ 4,092	\$ 4,868
MAX UNITS/BENEFITS	\$ 319,042	\$ 108,199
PROVIDER NOT CREDENTIALLED	\$ 15,110	\$ 60,113
ROLL UP BILLING	\$ -	\$ 56,821
DIAGNOSIS NOT COVERED	\$ 5,308	\$ 1,195
NON-COVERED SERVICE	\$ 53,504	\$ 26,741
SERVICES NOT AUTHORIZED	\$ 107,804	\$ 100,244
PAST BILLING DEADLINE	\$ 4,152	\$ 17,309
MCO DENIED AUTH	\$ 9,989	\$ 1,102
INCORRECT PAYER	\$ 20,615	\$ 16,771
INVALID MEMBER ID	\$ -	\$ 1,306
INVALID POS/CPT/MODIFIER	\$ 100	\$ -
NO PRIMARY EOB	\$ 3,015	\$ 2,269
SPENDDOWN NOT MET	\$ 284,936	\$ 21,147
STATE FUNDS EXHAUSTED	\$ 19,150	\$ -
TOTAL	\$ 2,343,874	\$ 1,435,636

Payroll Statistics

Pay Date	Overtime Hours	Overtime Cost	Average Cost per hour- Overtime	2P Hours	2P Cost	Average Cost per hour-2p	Total Hours	Total Costs
7/12/2024	399.5	\$16,004.36	\$40.06	153.33	\$5,252.26	\$34.25	552.83	\$21,256.62
7/26/2024	377	\$15,298.75	\$40.58	164.25	\$5,893.46	\$35.88	541.25	\$21,192.21
8/9/2024	475.01	\$19,669.66	\$41.41	124.5	\$4,445.08	\$35.70	599.51	\$24,114.74
8/23/2024	333.67	\$13,727.68	\$41.14	210	\$6,984.26	\$33.26	543.67	\$20,711.94
9/6/2024	568	\$23,632.36	\$41.61	89.5	\$3,949.93	\$44.13	657.5	\$27,582.29
9/20/2024	501.7	\$20,914.43	\$41.69	112	\$3,835.53	\$34.25	613.7	\$24,749.96
10/4/2024	323.5	\$13,263.41	\$41.00	130	\$4,755.90	\$36.58	453.5	\$18,019.31
10/18/2024	266.25	\$10,848.84	\$40.75	131.5	\$4,480.69	\$34.07	397.75	\$15,329.53
11/1/2024	334.25	\$14,201.24	\$42.49	118	\$4,086.40	\$34.63	452.25	\$18,287.64
11/15/2024	382.5	\$14,954.05	\$39.10	87.75	\$3,095.69	\$35.28	470.25	\$18,049.74
11/29/2024	369.25	\$14,188.19	\$38.42	105.75	\$3,868.96	\$36.59	475	\$18,057.15
12/13/2024	227.75	\$8,892.61	\$39.05	116.5	\$4,171.76	\$35.81	344.25	\$13,064.37
12/27/2024	275.25	\$10,882.21	\$39.54	136	\$4,381.10	\$32.21	411.25	\$15,263.31
1/10/2025	331.75	\$12,638.27	\$38.10	115.5	\$3,929.20	\$34.02	447.25	\$16,567.47
1/24/2025	306.25	\$13,068.75	\$42.67	93.85	\$3,515.85	\$37.46	400.1	\$16,584.60
2/7/2025	130.75	\$5,275.67	\$40.35	103.25	\$3,602.89	\$34.89	234	\$8,878.56
2/21/2025	210.75	\$8,522.45	\$40.44	91.07	\$3,470.15	\$38.10	301.82	\$11,992.60
3/7/2025	168	\$6,667.80	\$39.69	86.25	\$3,149.33	\$36.51	254.25	\$9,817.13
3/21/2025	118.25	\$4,991.23	\$42.21	59.75	\$2,408.30	\$40.31	178	\$7,399.53
4/4/2025	80.25	\$3,493.22	\$43.53	93	\$3,383.63	\$36.38	173.25	\$6,876.85
Grand Total	6179.63	\$251,135.18	\$40.64	2321.75	\$82,660.37	\$35.60	8501.38	\$333,795.55

RACSB
FY 2025 FINANCIAL REPORT
Fiscal Year: July 1, 2024 through June 30, 2025
Report Period: July 1, 2024 through February 28, 2025

MENTAL HEALTH

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2025	ACTUAL YTD	%	BUDGET FY 2025	ACTUAL YTD	%		
INPATIENT	0	12,026	0.00%	0	171,500	0.00%	(159,474)	-1326%
OUTPATIENT (FED)	3,194,943	2,461,203	77.03%	3,194,943	2,665,177	83.42%	(203,975)	-8%
MEDICAL OUTPATIENT (R) (FED)	4,910,714	2,605,806	53.06%	4,910,714	3,105,715	63.24%	(499,908)	-19%
ACT NORTH (R)	1,009,186	585,081	57.98%	1,009,186	743,712	73.69%	(158,631)	-27%
ACT SOUTH (R)	969,616	695,837	71.76%	969,616	715,879	73.83%	(20,042)	-3%
CASE MANAGEMENT ADULT (FED)	1,196,606	861,161	71.97%	1,196,606	949,843	79.38%	(88,682)	-10%
CASE MANAGEMENT CHILD & ADOLESCENT (FED)	929,321	600,803	64.65%	929,321	781,301	84.07%	(180,498)	-30%
PSY REHAB & KENMORE EMP SER (R) (FED)	776,442	550,269	70.87%	776,442	628,330	80.92%	(78,061)	-14%
PERMANENT SUPPORTIVE HOUSING (R)	3,265,491	4,662,794	142.79%	3,265,491	1,795,021	54.97%	2,867,773	62%
CRISIS STABILIZATION (R)	2,789,414	1,724,998	61.84%	2,789,414	1,881,715	67.46%	(156,717)	-9%
SUPERVISED RESIDENTIAL	622,585	419,893	67.44%	622,585	451,240	72.48%	(31,346)	-7%
SUPPORTED RESIDENTIAL	869,009	591,834	68.10%	869,009	823,072	94.71%	(231,238)	-39%
JAIL DIVERSION GRANT (R)	94,043	72,425	77.01%	94,043	53,199	56.57%	19,226	27%
JAIL & DETENTION SERVICES	675,354	415,733	61.56%	675,354	510,807	75.64%	(95,074)	-23%
SUB-TOTAL	21,302,725	16,259,862	76%	21,302,725	15,276,510	72%	983,352	6%

DEVELOPMENTAL SERVICES

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2025	ACTUAL YTD	%	BUDGET FY 2025	ACTUAL YTD	%		
CASE MANAGEMENT	4,204,751	2,567,465	61.06%	4,204,751	3,304,402	78.59%	(736,937)	-29%
DAY HEALTH & REHAB *	5,313,080	3,364,835	63.33%	5,313,080	4,229,016	79.60%	(864,182)	-26%
GROUP HOMES	6,851,462	4,558,623	66.54%	6,851,462	4,852,106	70.82%	(293,483)	-6%
RESPIRE GROUP HOME	653,469	183,357	28.06%	653,469	493,847	75.57%	(310,489)	-169%
INTERMEDIATE CARE FACILITIES	4,788,336	3,427,895	71.59%	4,788,336	3,788,360	79.12%	(360,465)	-11%
SUPERVISED APARTMENTS	1,932,464	1,934,030	100.08%	1,932,464	1,334,496	69.06%	599,534	31%
SPONSORED PLACEMENTS	1,943,190	1,701,428	87.56%	1,943,190	1,685,032	86.71%	16,396	1%
SUB-TOTAL	25,686,752	17,737,633	69.05%	25,686,752	19,687,258	76.64%	(1,949,625)	-11%

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

RACSB
FY 2025 FINANCIAL REPORT
Fiscal Year: July 1, 2024 through June 30, 2025
Report Period: July 1, 2024 through February 28, 2025
SUBSTANCE ABUSE

PROGRAM	REVENUE			EXPENDITURES				VARIANCE / REVENUE
	BUDGET FY 2025	ACTUAL YTD	%	BUDGET FY 2025	ACTUAL YTD	%	ACTUAL VARIANCE	
SA OUTPATIENT (R) (FED)	1,544,604	798,415	51.69%	1,544,604	940,605	60.90%	(142,189)	-18%
MAT PROGRAM (R) (FED)	814,953	1,014,639	124.50%	814,953	922,149	113.15%	92,490	9%
CASE MANAGEMENT (R) (FED)	239,631	172,329	71.91%	239,631	105,957	44.22%	66,371	39%
RESIDENTIAL (R)	69,049	19,950	28.89%	69,049	73,019	105.75%	(53,069)	-266%
PREVENTION (R) (FED)	634,155	433,986	68.44%	634,155	442,531	69.78%	(8,545)	-2%
LINK (R) (FED)	274,980	165,800	60.30%	274,980	208,902	75.97%	(43,103)	-26%
SUB-TOTAL	3,577,371	2,605,119	73%	2,032,767	2,693,164	132%	54,145	2%

SERVICES OUTSIDE PROGRAM AREA

PROGRAM	REVENUE			EXPENDITURES				VARIANCE / REVENUE
	BUDGET FY 2025	ACTUAL YTD	%	BUDGET FY 2025	ACTUAL YTD	%	ACTUAL Variance	
EMERGENCY SERVICES (R)	2,012,744	1,651,570	82.06%	2,012,744	1,311,801	65.17%	339,769	21%
CHILD MOBILE CRISIS (R)	376,212	259,640	69.01%	376,212	187,565	49.86%	72,076	28%
CIT ASSESSMENT SITE (R)	391,306	308,219	78.77%	391,306	254,983	65.16%	53,236	17%
CONSUMER MONITORING (R) (FED)	133,656	50,420	37.72%	133,656	301,254	225.40%	(250,834)	-497%
ASSESSMENT AND EVALUATION (R)	448,026	312,113	69.66%	448,026	290,903	64.93%	21,210	7%
SUB-TOTAL	3,361,944	2,581,962	76.80%	3,361,944	2,346,506	69.80%	235,456	9%

ADMINISTRATION

PROGRAM	REVENUE			EXPENDITURES			
	BUDGET FY 2025	ACTUAL YTD	%	BUDGET FY 2025	ACTUAL YTD	%	ACTUAL VARIANCE
ADMINISTRATION (FED)	470,080	740,149	157.45%	470,080	740,149	157.45%	0
PROGRAM SUPPORT	27,600	18,400	66.67%	27,600	18,400	66.67%	0
SUB-TOTAL	497,680	758,549	152.42%	497,680	758,549	152.42%	0
ALLOCATED TO PROGRAMS				4,268,473	3,126,283	73.24%	

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

RACSB
FY 2025 FINANCIAL REPORT
Fiscal Year: July 1, 2024 through June 30, 2025
Report Period: July 1, 2024 through February 28, 2025
FISCAL AGENT PROGRAMS
PART C AND HEALTHY FAMILY PROGRAMS

PROGRAM	REVENUE			EXPENDITURES			ACTUAL VARIANCE	VARIANCE / REVENUE
	BUDGET FY 2025	ACTUAL YTD	%	BUDGET FY 2025	ACTUAL YTD	%		
INTERAGENCY COORDINATING COUNCIL (R)	1,882,348	1,382,347	73.44%	1,882,348	1,107,967	58.86%	274,380	20%
INFANT CASE MANAGEMENT (R)	998,791	511,086	51.17%	998,791	749,131	75.00%	(238,045)	-47%
EARLY INTERVENTION (R)	2,567,207	1,376,233	53.61%	2,567,207	2,096,349	81.66%	(720,116)	-52%
TOTAL PART C	5,448,346	3,269,666	60.01%	5,448,346	3,953,447	72.56%	(683,781)	-21%
HEALTHY FAMILIES (R)	141,386	134,071	94.83%	141,386	37,700	26.66%	96,371	72%
HEALTHY FAMILIES - MIECHV Grant (R) (REIM)	340,846	344,910	101.19%	340,846	311,004	91.24%	33,906	10%
HEALTHY FAMILIES-TANF & CBCAP GRANT (R) (REIM)	528,690	473,231	89.51%	528,690	483,650	91.48%	(10,418)	-2%
TOTAL HEALTHY FAMILY	1,010,921	952,213	94.19%	1,010,921	832,354	82.34%	119,859	13%

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

RACSB
FY 2025 FINANCIAL REPORT
Fiscal Year: July 1, 2024 through June 30, 2025
Report Period: July 1, 2024 through February 28, 2025

RECAP FY 2025 BALANCES

	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>NET</u>	<u>NET / REVENUE</u>
MENTAL HEALTH	16,259,862	15,332,097	927,766	6%
DEVELOPMENTAL SERVICES	17,737,633	19,687,258	(1,949,625)	-11%
SUBSTANCE ABUSE	2,605,119	2,693,164	(88,045)	-3%
SERVICES OUTSIDE PROGRAM AREA	2,581,962	2,346,506	235,456	9%
ADMINISTRATION	758,549	758,549	0	0%
FISCAL AGENT PROGRAMS	4,221,878	4,785,801	(563,923)	-13%
TOTAL	44,165,004	45,603,375	(1,438,370)	-3%

RECAP FY 2024 BALANCES

	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>NET</u>	<u>NET / REVENUE</u>
MENTAL HEALTH	12,353,676	11,144,544	1,209,132	10%
DEVELOPMENTAL SERVICES	13,951,240	14,321,117	(369,877)	-3%
SUBSTANCE ABUSE	1,854,721	2,300,012	(445,292)	-24%
SERVICES OUTSIDE PROGRAM AREA	2,184,857	1,579,252	605,605	28%
ADMINISTRATION	386,123	764,033	(377,910)	-98%
FISCAL AGENT PROGRAMS	3,679,932	3,508,976	170,956	5%
TOTAL	34,410,549	33,617,934	792,615	2%

	<u>\$ Change</u>	<u>% Change</u>
Change in Revenue from Prior Year	\$ 9,754,455	28.35%
Change in Expense from Prior Year	\$ 11,985,442	35.65%
Change in Net Income from Prior Year	\$ (2,230,986)	-281.47%

*Unaudited Report

HUMAN RESOURCES PROGRAM UPDATE- March 2025

Payroll (in addition to completing successful payroll runs)

- Successfully implemented a payroll backup system, which culminated a 3-month training process.
- Successful rollout of this training to our managers. Five sessions were held in March, comprising one live presentation and four virtual classroom sessions, with very positive feedback from participants. We also observed a reduction in payroll errors following the training.

Benefits

- Held four finalist presentations from our Voluntary Benefits RFP.
- Initiated the process to start building our open enrollment in our HRIS system.

Recruitment

- Onboarded four new Hopestarters.
- Continued to train hiring managers on best practices with our ATS.
- Continued work on onboarding automation.
- Created efficiencies in new hire paperwork, reducing appointment times from over 40 minutes to 15-20 minutes.
- Implemented applicant status updates in our ATS to notify applicants when an action has been taken on their application. We want to become known as an employer who responds to applicants in the marketplace, as this will set us apart from competitors.

Training & Compliance

- Facilitated in-person training to 136 staff.
- Initiated 24 chart audits, with an average compliance rating of 94% at initial audit.
- Overall, we have an audit on file for 35% of our workforce's employee files.
- Utilized Relias to create a new and improved tracking tool for DSP and DSP Supervisor annual competencies.



Office of Human Resources

600 Jackson Street ▪ Fredericksburg, VA 22401 ▪ 540-373-3223

RappahannockAreaCSB.org

MEMORANDUM

To: Joe Wickens, Executive Director

From: Derrick Mestler, Human Resources Director

Date: April 7, 2025

Re: Summary – March 2025 Applicant and Recruitment Update

For March 2025, RACSB received 382 applications.

Of the applications received, 76 applicants listed the RACSB applicant portal as their recruitment source, 42 stated employee referrals as their recruitment source, and 264 listed job boards as their recruitment source.

As of the end of March, there are currently 28 open positions, comprising 23 full-time and 5 part-time roles.

A summary is attached, indicating the number of external applicants hired, internal applicants promoted, and the total number of applicants who applied for positions in March 2025.

APPLICANT DATA REPORT
RACSB FY 2025

<u>APPLICANT DATA</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>Jan-25</u>	<u>Feb-25</u>	<u>Mar-25</u>	<u>Apr-25</u>	<u>May-25</u>	<u>Jun-25</u>
Female	727	338	373	402	340	150	331	341	195			
Male	128	93	128	154	106	37	78	99	41			
Not Supplied	372	294	299	313	258	119	153	189	146			
Total	1227	725	800	869	704	306	562	629	382			
<u>ETHNICITY</u>												
Caucasian	254	140	155	172	128	40	149	177	76			
African American	405	193	227	256	226	111	173	180	108			
Hispanic	67	26	32	34	25	6	3	0	9			
Asian	20	15	16	18	16	6	5	2	0			
American Indian	2	2	0	0	4	1	3	1	0			
Native Hawaiian	2	1	1	0	1	0	2	0	0			
Two or More Races	63	44	51	49	27	16	1	32	13			
<u>RECRUITMENT SOURCE</u>												
Newspaper Ads												
RACSB Website	192	138	171	130	143	53	79	79	76			
RACSB Intranet												
Employee Referrals	99	72	91	68	57	39	30	31	42			
Radio Ads												
Job Boards												
Indeed.com	861	437	428	567	428	162	412	455	231			
VA Employment Commission												
Monster.com												
Other -	48	53	75	72	57	47	25	55	28			
VA Peer Recovery Specialist Site												
Colleges/Handshake												
Facebook												
Multi Site Search												
NHSC												
Linked In												
Goodwill referral												
Zip Recruiter	27	25	35	32	19	5	16	9	5			
Job Fair												
Total # of Applicants	1227	725	800	869	704	306	562	629	382			

RECRUITMENT REPORT FY 2025

<u>MONTHLY RECRUITMENT</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPTEMBER</u>	<u>OCTOBER</u>	<u>NOVEMBER</u>	<u>DECEMBER</u>	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTAL YTD</u>
External Applicants Hired:													
Part-time	3	8	9	2	1	3	8	2	1				37
Full-time	8	14	13	10	6	9	16	10	3				89
Sub Total External Applicants Hired	11	22	22	12	7	12	24	12	4				110
Internal Applicants Moved:													
Part-time to Full-time					3	2	2	2	0				9
PRN As Needed to Full-Time													0
Sub Total Internal Applicant Moves	0	0	0	0	3	2	2	2	0				7
Total Positions Filled:	11	22	22	12	10	14	26	14	4				117
Total Applications Received:													
Actual Total of Applicants:	1227	725	800	869	704	196	562	629	382				6094
Total External Offers Made:	11	22	22	12	7	12	24	12	4				110
Total Internal Offers Made:	0	0	0	0	3	2	2	2	0				7

3/28/2025								
Original Date Listed	Days Open	Original Job #	Job Title	RU	Division	Location (was Department)	FT	PT
12/20/2024	98	1383380	Accounting Coordinator (Accounting Manager in ads)	1000	Admin	Fredericksburg City Administrative - Accounting	1	
						1		
10/15/2024	164	1329539	Vocational Specialist - ACT South	2372	CSS	Fredericksburg City CSS - Assertive Community Treatment	1	
2/27/2025	29	1438987	Employment Specialist - Community Support Services	2680	CSS	Fredericksburg City CSS - Phsyscosocial Rehabilitation Svcs	1	
1/10/2025	77	1397320	Permanent Supportive Housing Case Manager	2760	CSS	Fredericksburg City CSS - MH Residential Services	1	
12/20/2024	98	1381440	MH Residential Specialist Crisis Stabilization	2770	CSS	Fredericksburg City CSS - MH Crisis Stabilization Program	1	
12/20/2024	98	1381456	MH Residential Specialist Crisis Stabilization	2770	CSS	Fredericksburg City CSS - MH Crisis Stabilization Program	1	
2/24/2025	32	1435729	Developmental Services Support Coordinator	3300	CSS	Stafford County CSS - ID/DD Support Coordination Svcs	1	
11/21/2024	127	1360866	Developmental Services Support Coordinator - River Club	3300	CSS	Fredericksburg City CSS - ID/DD Support Coordination Services	1	
3/27/2025	1	1463123	DD Support Coordination Supervisor - Employees Only	3300	CSS	Caroline County CSS - ID/DD Support Coordination Services	1	
1/9/2025	78	1396071	Direct Support Professional - Day Support - Kings Hwy	3652	CSS	Stafford County CSS - Day Health & Rehabilitation Services		1
						9		
2/5/2025	51	1421071	Office Associate II	1100	Clinical	Spotsylvania County Clinical Services	1	
2/26/2025	30	1437975	Nurse, Mobile OBOT	4261	Clinical	Fredericksburg City Clinical Services - SA Services	1	
2/26/2025	30	1437967	Psychiatric Nurse Practitioner, OBOT	4261	Clinical	Fredericksburg City Clinical Services - SA Services	1	
10/21/2024	158	1334410	Therapist, Emergency Services	000/400	Clinical	Fredericksburg City Clinical Services - ES Coordinator	1	
12/12/2024	106	1376325	Therapist, Jail Based	5200	Clinical	Stafford County Clinical Services - Jail Based/Diversion Services	1	
3/6/2024	387	1126620	Clinic Psychiatrist		Clinical	Fredericksburg City Clinical Services - Outpatient Services	1	
						6		
11/8/2024	140	1430680	Direct Support Professional - Day Support - Kings Hwy	3652	CSS	Stafford County CSS - Day Health & Rehabilitation Services		1
12/3/2024	115	1368719	Direct Support Professional - Day Support - Kings Hwy	3652	CSS	Stafford County CSS - Day Health & Rehabilitation Services	1	
12/7/2023	477	1053891	Nurse, LPN Wolfe Street	3771	CSS	Fredericksburg City - ID/DD Residential Services	1	
						3		
2/4/2025	52	1419475	Direct Support Professional - ICF Wolfe	3771	CSS	Fredericksburg City - ID/DD Residential Services	1	
1/7/2024	446	1075218	Direct Support Professional - Residential - Devon	3774	CSS	Caroline County CSS - ID/DD Residential Services		1
2/13/2025	43	1427597	Direct Support Professional - Residential - Igo	3777	CSS	King George CSS - ID/DD Residential Services	1	
2/18/2025	38	1430663	Direct Support Professional - Residential - Igo	3777	CSS	King George CSS - ID/DD Residential Services	1	
6/26/2024	275	1236419	Direct Support Professional - Residential - Belmont	3781	CSS	Fredericksburg City CSS - ID/DD Residential Services		1
12/18/2024	100	1381485	Lead Direct Support Professional - Merchant Square	3784	CSS	Spotsylvania County CSS - ID/DD Residential Services	1	
12/17/2024	101	1380169	Direct Support Professional - Residential - Galveston	3790	CSS	Stafford County - ID/DD Residential Services		1
1/24/2025	34	1411850	Direct support Professional - Residential ICF - Lucas	3793	CSS	Spotsylvania County CSS - ID/DD Residential Services	1	
2/24/2025	32	1435501	Special Educator, Infant and Child - PE-ID	3910	CSS	Fredericksburg City CSS - Early Intervention Services	1	
						9		
Avg days open	122.04						23	5
						Total Open Positions:	28	



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

MEMORANDUM

To: Joe Wickens, Executive Director

From: Derrick Mestler, Human Resources Director

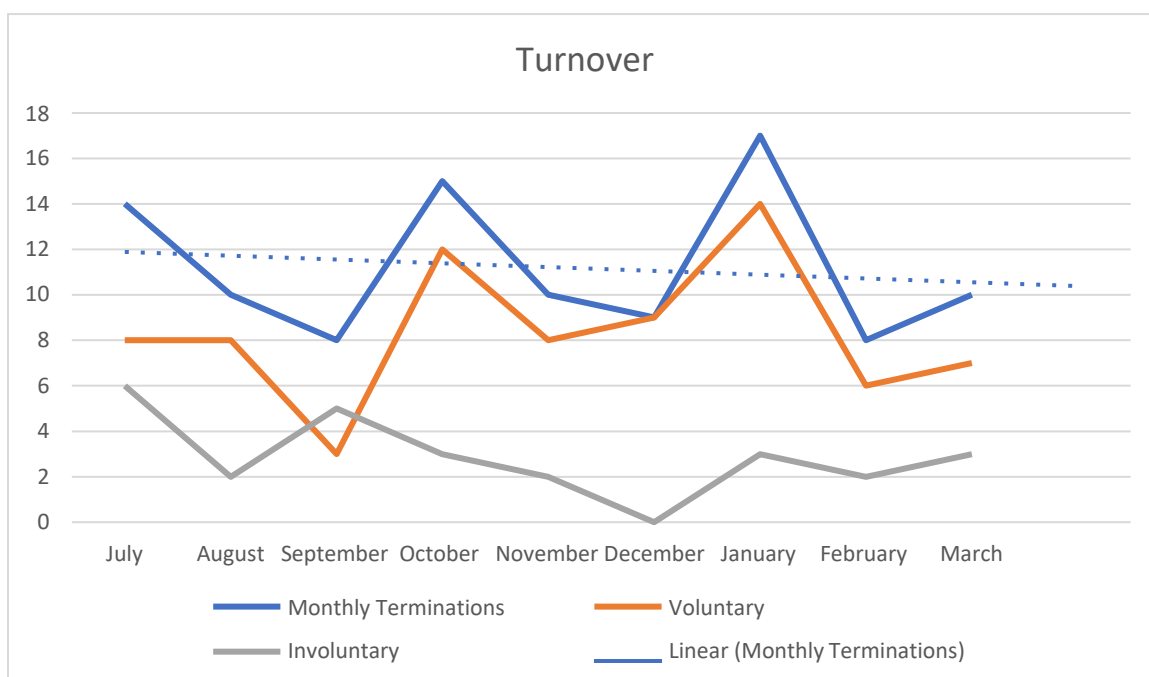
Date: April 7, 2025

Re: Summary – Turnover Report – March 2025

Human Resources processed eight (10) employee separations for March 2025. Of the ten, seven (7) separations were voluntary, and three (3) were involuntary.

Reasons for Separations

Resigned- Vol.	7
Involuntary	3



RACSB MONTHLY TURNOVER REPORT
Mar-25

<u>ORGANIZATIONAL UNIT</u>	<u>NUMBER OF TERMS</u>	<u>VOLUNTARY</u>	<u>INVOLUNTARY</u>	<u>EXPLANATION</u>
Administrative		1		Resignation
<i>Unit Totals</i>	1	1	0	
Clinical Services		2		Resignation
			1	Death
<i>Unit Totals</i>	3	2	1	
Community Support Services		4		Resignation
			2	For cause
<i>Unit Totals</i>	6	4	2	
Prevention				
<i>Unit Totals</i>	0	0	0	
Grand Totals for the Month	10	7	3	

Total Average Number of Employees	583
Retention Rate	98.28%
Turnover Rate	1.72%

Total Separations	10
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RACSB Turnover FY '25

<u>Employees</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>Jan-25</u>	<u>Feb-25</u>	<u>Mar-25</u>	<u>Apr-25</u>	<u>May-25</u>	<u>Jun-25</u>
Average Headcount	572	573	587	586	570	571	579	585	583			
Monthly Terminations*	14	10	8	15	10	9	17	8	10			
Turnover by Month	2.45%	1.75%	1.36%	2.56%	1.75%	1.58%	2.94%	1.37%	1.72%			
Cumulative Turnover YTD	2.45%	4.19%	5.54%	8.11%	9.87%	11.45%	14.39%	15.75%	17.31%			
Average % Turnover per Month YTD	2.45%	2.10%	1.85%	2.03%	1.97%	1.91%	2.06%	1.97%	1.92%			

*Monthly Terminations, FT, PT, PRN, Do Not Include Interns/Volunteers

To: Joe Wickens, Executive Director

From: Derrick Mestler, Director of Human Resources

Re: Benefit Recommendations for FY2026

Date: April 8, 2025

The Rappahannock Area Community Services Board is proud to offer a comprehensive benefits package for employees. Each year, the Executive Leadership Team evaluates benefit experience and offerings to expand and strengthen our benefit portfolio. RACSB leadership recommends the following benefit recommendations for the Board of Directors' consideration.

July 2025 Benefit Recommendations:

Medical Plan

- Renew Anthem self-funded program with no change to either employee or agency contributions.
- Adjust pharmacy benefit by eliminating specialty drug tier and incorporating into existing tiers.
- Add RULA benefit which offers virtual behavioral health support at no additional charge to the agency

Dental Plan

- Renew the Delta Dental self-funded dental program with no change to employee contributions. We recommend staying with the traditional model of benefits rather than moving to the ASO option.
- Add Special Health Care Needs benefit to both dental plans.
 - It is specifically for members with special health care needs who may be eligible for additional services, including exams, hygiene visits, dental case management, and sedation/anesthesia. Special health care needs include any physical, developmental, mental, sensory, behavioral, cognitive, or emotional impairment or limiting condition that requires medical management, healthcare intervention, and/or use of specialized services or programs. The condition may be congenital, developmental, or acquired through disease, trauma, or environmental cause and may impose limitations in performing daily self-maintenance activities or substantial limitations in major life activities.

Vision Plan

- Renew the Anthem Vision plan with no change in contributions for either employee or agency.

Voluntary Plans

- RACSB completed a Request for Proposals process to ensure the most comprehensive voluntary benefits as well as consider new options for our benefit portfolio.
- Contract with Colonial Life to continue to offer Critical Illness, Accident, and Hospital Indemnity plans to our employees. The cost, if the employee elects, will be covered by the employee.
- Move the Hospital Indemnity plan from 100% agency-covered to voluntary benefit with the employee responsible for the premium costs due to only one employee with an approved claim over the course of the year.
- Continue to contract with CHUBB for Life Insurance with Long Term Care Rider.
- Contract with Legal Resources to offer two new offerings, Legal Resources and Identity Theft Protection, expanding our portfolio of optional/voluntary benefits.

Additional Offerings

- No change to Flexible Spending Account or VRS Retirement
- Mutual America plan will offer employees the opportunity to make Roth investments.

Employee Assistance Program

- Expand our EAP program from 3 visits to 6 visits
 - No additional cost to the agency as we will use the \$15,000 in wellness dollars within our current contract with Anthem.

YMCA Benefit

- Employee-only plan will transition from a \$0 monthly employee contribution to a \$12.50 monthly contribution, with the agency contribution going from \$25 monthly to \$12.50 monthly.
- Family plan will remain \$21 monthly for employees and \$25 monthly for the agency.

Tickets At Work

- The largest corporate discount program offering employees discounts on Electronics, Appliances, Apparel, Cars, Flowers, Fitness Memberships, Gift Cards, Groceries, Hotels, Movie Tickets, Rental Cars, Special Events, Theme Parks, and More!

- This is a no-cost benefit to the employee and agency. RACSB will work with Tickets at Work to set up access to the program and advertise it internally.

RACSB DEPUTY EXECUTIVE DIRECTOR REPORT

March 2025 Monthly Updates

Opportunities for Partnership/Input:

- Participated in the DBHDS Incident Management System Replacement committee leading the replacement of the CHRIS and CONNECT data systems. Worked with the CSB Subject Matter Expert group alongside the DBHDS Project Team to provide input on key functionality and features for the new system.
- Met minimum of three times a week regarding transition to new statewide data exchange. RACSB and Netsmart began testing the last week of January. Please see detailed information below on the status of this project.
- The Administrative Policy Committee which works to negotiate changes to the DBHDS Performance Contract has met every two weeks to discuss upcoming changes. We have started approving sections to send for review by VACSB Executive Directors. We continue to work through revisions suggested by different program departments within DBHDS.
- Continued participation in a select workgroup designed to respond effectively to the DBHDS report to General Assembly on the Cost Report for STEP-VA.
- Ongoing participation at least once a week on the VACSB CCBHC Steering Committee and selected as chair for the Data and Outcomes sub-work group for this project.
- Supported the visit of Delegate Phillip Scott to tour and learn more about our facilities
- Attended the Stafford Board of Supervisors meeting where our Opioid Abatement Authority Renewal Application was approved.
- Participated in the DBHDS ID/DD Provider Issues Resolution Workgroup
- Attended the Rappahannock Area Health District and Mary Washington Hospital Community Health Assessment meeting where they presented the results of most recent assessment.
- Supported RFP process for voluntary benefit offerings for upcoming open enrollment.
- Attended the Army Medics and Corpsmen Summit held by Claude Moore around developing pathways for veterans to enter the healthcare field.
- Attended a VACSB meeting with DMAS around Targeted Case Management redesign.
- Participated in the Independent Verification and Validation review of the DBHDS Enterprise Data Warehouse project.
- Participated in an interview for the Georgetown University's Center for Health Insurance Reform projects for expanding MH/SUD care via innovative mobile programs for providing care in the community.

Community Consumer Submission 3

DBHDS staff and CSB staff continue to meet weekly about the CCS 3 replacement project. Rappahannock Area Community Services Board continues to be the lead Netsmart Community Services Board, for those that use MyAvatar. We started testing the last week in January in preparation for a go-live in March 2025. However, Netsmart failed to deliver a solution which contained all the required elements required to go-live as planned. They have not executed the required Design Exceptions Document with DBHDS and RACSB which will provide the documentation of any exceptions to the standard specifications which have been approved by all parties. As a result, RACSB has not established a new go-live date. This represents a high risk for our successful transition to the required data exchange for state reporting by June 30, 2025. If not fully transitioned by that date, RACSB will be out of compliance with our DBHDS Performance Contract.

Information Technology Department Data		
Number of IT Tickets Completed	Zoom Meetings	Total Zoom Participants
March 2025-987	2,496	5,885

To: Joe Wickens, Executive Director

From: Brandie Williams, Deputy Executive Director

Re: Legislative Updates and Priorities

Date: April 4, 2025

The Rappahannock Area Community Services Board (RACSB) is committed to advocacy to improve performance, quality, and demonstrate the value of services. We recognize 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.

Governor's Action on legislation of interest:

- Proposed significant amendments to the vicarious liability bill
- Approved of passed legislation which would increase the number of individuals who could be served in Crisis Receiving Centers and Crisis Stabilization Units

Items of note from the Governor's Budget actions:

- Removes most proposed rate increases for expansion of Medicaid services to ensure adequate revenue reserves and future cost avoidance. 3% increase for select ID/DD services remained in the budget.
- Reduced new funding for CSB ID/DD Support Coordinators by half to \$4.35 million.
- Reduced new funding for the Marcus Alert program by removing a portion of the funding added for crisis teams in the enrolled bill.
- Amendment for school-based mental health services which modifies language to allow DBHDS to provide grants to schools for school-based mental health clinics. The enrolled bill required DBHDS to contract with federally qualified health centers or other healthcare organizations.

Impacts of recent Federal-level actions:

- On March 24, 2025, all ARPA and COVID-related funding was stopped. This funding was initially planned to end in September 2025. RACSB anticipates being able to provide the needed documentation of spending all ARPA funding to pull down the awards due to funding being spent prior to the cut-off date. One exception is funding provided as a grant from RAHD/VDH to support a train-the-trainer session to support expanded capacity for implementation and sustainability of tMHFA initiatives.
- On March 27, 2025, the Substance Abuse and Mental Health Services Administration (SAMHSA) experienced a high number of staffing cuts and a significant transformation by being absorbed under a new agency called the Administration for a Healthy America. Further, regional offices will be reduced from 10 offices to 5.

Future impacts of potential Federal-level actions:

- The US House of Representatives have passed a budget resolution calling for cutting at least \$880 billion over the next decade for programs under the jurisdiction of the House Energy and Commerce Committee. Medicaid is one of the programs under the jurisdiction of that committee.

- Any cut to Medicaid funding would be detrimental for public safety net providers as the Federal government provides 90% match for individuals in the Medicaid Expansion population and 50% match for ID/DD Medicaid Services. Currently, the Medicaid Expansion population is at the most risk for cuts.
- Medicaid is the single largest payer for behavioral health services. Many mental health and substance use services are not covered by private insurance and are considered “optional”. Putting at greater risk for cuts.