

VIRGINIA BEACH COMMUNITY SERVICES BOARD

Department of Human Services

December 18, 2014

8:30 a.m. – 10:30 a.m.

A G E N D A

INFORMAL SESSION

Call to Order by the Chair

Introductions

Public Comment

Board Presentation – Waiver Redesign, Developmental Services, Tim Capoldo

Adjournment

FORMAL SESSION

Call to Order by the Chair

Approval of the Board Minutes

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Committee Reports

- Developmental Services Committee
- Mental Health Substance Abuse Committee
- Finance & Audit Committee
- Executive Committee

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Old Business

- Clarification of Dates for DS and MHSA Meetings 2015
- Annual Trip to Richmond to Visit Legislators

New Business

- CSB 2015 Calendar of Meetings
- Election of Board Officers

Community Education Update

Advocacy Update

- Regional Budget Hearing

Matters of the Director and/or Staff

- Update on Housing Resource Center

Matters of the Chair

Other Business

- Recognition of Departing Board Members

Adjournment

**VIRGINIA BEACH COMMUNITY SERVICES BOARD
November 20, 2014**

Members Present	Members Absent	Staff Present
Brian Baldwin	Jennifer Anders	Tim Capoldo
Dolores Bartel	Kay Ashby	Dr. Rudolph Freeman
Linda Bright	Phil Black	Angie Hicks
Cynthia Harrison	Luetilla Cuffee	Aileen Smith
Diane Jones	Debra Dear	Dannette Smith
Rev. Irvin Knight	Myra Jennings	
Diana Ruchelman	Mike Schroeder	
	Sharon Slipow	
	Council Liaison	
	None	
	Guests	
	Dr. Allan Marsden, Community Services of Virginia, Inc.	

INFORMAL SESSION

Call to Order

The Community Services Board (CSB) Informal Session was called to order at 8:40 a.m. by Chair Ms. Diane Jones.

Agenda changes: 1) Recognition was moved to the formal session under Other Business. 2) The Legislative Breakfast: Critique will also include Recommendations for the Future

Public Comment

Board Presentation

None

Adjourn

The Community Services Board Informal Session was adjourned at 8:45 a.m. by Chair Ms. Diane Jones.

FORMAL SESSION

Call to Order

The Community Services Board (CSB) Formal Session was called to order at 8:45 a.m. by Chair Ms. Diane Jones.

Approval of the Board Minutes

A motion was made by Ms. Dolores Bartel to approve the minutes from the last full Board meeting. The motion was seconded by Ms. Diana Ruchelman. A unanimous vote carried the motion forward for approval.

Committee Reports

Developmental Services – Ms. Dolores Bartel summarized the September committee notes. Ms. Linda Bright summarized the November committee notes. No meeting took place in October 2014.

Mental Health and Substance Abuse – Ms. Cindy Harrison summarized the October committee notes. Ms. Diana Ruchelman summarized the November committee notes.

Finance & Audit Report – Ms. Linda Bright summarized the October and November committee notes. It was noted that Ms. Kay Ashby and Mr. James Thornton were not present as reported in the notes.

Executive Committee – Ms. Diane Jones summarized the October and November committee notes.

Old Business

Legislative Breakfast: Critique / Recommendations for the Future – A debrief took place immediately following the Legislative Breakfast. Eleven general assembly members and aides were in attendance. Ms. Diana Ruchelman asked for feedback from the full Board. The recommendations put forth in the Executive Board Meeting were reviewed:

- Invite constituents to the event and seat them at the tables with their representatives
- Forward “did you know” statements to legislators quarterly
- Send hand-written thank you notes to the attendees
- Keep a current legislative mailing list
- Alternate years with the Social Services Advisory Board
- Hold joint Board legislative breakfast functions
- Grow the program so that becomes an “event to attend”

New Business

- Board Membership/Intent to Return – The Board has two members that must rotate off the Board: Rev. Knight and Debra Dear. Jennifer Anders and Mike Schroeder have indicated they will not seek reappointment due to work commitments.
- Board Priority: Develop and Implement Board Member Recruitment Strategies – This item is number 9 in the priorities, but because there are four (4) Board members leaving, it was suggested that it be discussed sooner. The Executive Board Committee decided to form an Ad Hoc committee to develop a recruitment plan. Ms. Sharon Slipow, Ms. Linda Bright and Ms. Diane Jones have agreed to be on the Ad Hoc committee and work with Ms. Dannette Smith and Ms. Aileen Smith. The first meeting will take place December 15, 2014. The Ad Hoc committee will bring a plan to the full Board for a consensus. Reverend Knight reminded the Board of the required makeup of members.
- Action Item: PACT – A motion was made by Rev. Knight to approve the PACT fee in the amount of \$153.00 per hour for intensive community treatment. The motion was seconded by Ms. Cindy Harrison. A unanimous vote carried the motion forward for approval.

- Appointment of Nominating Committee – Ms. Diana Ruchelman, Rev. Irvin Knight, and Ms. Dolores Bartel offered to serve on the nominating committee. Ms. Bartel agreed to Chair the committee.
- CSB Advocacy Plan FY-2015 – The Advocacy Plan was provided to the Board members for review and has become a part of the minutes. Ms. Ruchelman explained the items presented in the plan. The first two “events” are early in the year. A regional budget hearing will be held in January 2015. The annual trip to Richmond to visit legislators will take place on February 5, 2015. Transportation will be provided to Richmond. Ms. Ruchelman pointed out that a meeting with *Congressman Scott Rigell* to discuss federal issues was not listed in the written plan given to Board members but should be considered.
- Board Priority: Assess Committee Structure/Meeting Frequency, Times, and Content – Ms. Jones explained that at the September, October and November Executive Committee meetings, committee members discussed the Board’s committee structure/meeting frequency, etc. The topic is one of the Board’s 2015 priorities. The Finance and Audit Committee was discussed first. From the discussion, the committee recommended dedicating time at full Board meetings to discussion of financial matters in lieu of having a Finance and Audit Committee. As a transition for six months, both the full Board and the Executive Committee would dedicate time to financial matters. The Executive Committee also recommended focusing on the finances of a specific program and its related data in addition to reporting on overall CSB finances. It was noted that an Ad Hoc Finance/Audit Committee could be formed to discuss specific issues if needed. Comment from the full Board: It is good for the full Board to see the finances of the Community Services Board as it reveals the struggle staff face in getting the work done with the funds available to them.

A motion was made by Ms. Ruchelman to eliminate the Finance and Audit Committee beginning January 2015. The motion was seconded by Ms. Harrison. A unanimous vote carried the motion. Further, there was consensus as a transition to review CSB finances at both the Executive Committee and full Board meetings for the first six months of 2015 and also to include a specific program for more in depth financial review.

A motion was made by Ms. Linda Bright to suspended Article 9 of the CSB by-laws regarding the finance standing committee. Ms. Diana Ruchelman seconded the motion. A unanimous consensus moved the motion forward.

Discussion regarding the other committees – The Board currently has four other committees excluding the Executive Committee: Developmental Services, Mental Health Substance Abuse, Advocacy, and Education. Ms. Jones summarized for the Board the Executive Committee’s discussion regarding other committees including eliminating some committees and changing the frequency of committee meetings. A key point of the discussion was that committees should reflect the primary work of the Board which has been advocacy and education. There was no consensus on what changes to recommend to the full Board. Ms. Dannette Smith shared with the Executive Committee that she will present the CSB Strategic Plan to the full Board in February and this may help guide the Board in deciding how to restructure its committees. The Executive Committee decided not to recommend any changes to the full Board at this time for the

other committees except to suggest that the other committees meet every other month rather than monthly until further action was taken on any other changes.

The Board was comfortable holding off on making changes to the committees with the exception of moving the other committees to meeting every other month. If the committees need to meet more frequently, they may do so. A motion was made by Ms. Bright to allow the Developmental Services, Mental Health Substance Abuse, Advocacy and Education Committees to meet every other month beginning December 2014. The motion was seconded by Ms. Cindy Harrison. One opposition was noted and six members approved to move the motion forward.

Community Education Update

Ms. Harrison is in discussion with Mr. James Thornton and Virginia Beach School Board staff regarding possible web links to our web pages. She will be meeting with Ms. Kathy O'Hara, Public Relations Coordinator, to discuss connecting with schools to provide CSB information.

Advocacy Update

Ms. Diane Jones and Ms. Diana Ruchelman wrote to Delegate Glen Davis regarding his support of the Affordable Care Act. Both Board members received a positive response.

Matters of the Director

State Dashboard: Performance Contract Requirements – Material was provided to the full Board by Ms. Aileen Smith. The dashboard will be sent to the full Board each quarter for review as part of the January, March, June, October Board Packages. Ms. Smith guided the Board members through the dashboard overview, the State dashboard, and the Virginia Beach dashboard. Ms. Smith shared that she has volunteered to be active in the state's sub-committee on data performance measures. Ms. Angie Hicks reviewed the data collected on the FY-2015 Exhibit B Quarterly Behavioral Health Performance Measures Report as required by the Performance Contract. Ms. Jones complemented staff on presenting hard data as data can show a lot of things including the positive aspects.

Matters of the Chair

- VACSB Legislative Conference January 20 & 21 – Please try to attend the conference and RSVP with Ms. Chris Chandler by December 1, 2014.
- Financial Disclosure Statement – Due by December 15, 2015 to the City Clerk's Office. Ms. Jones noted the change in the filing date

Other Business

- Minority Business Council Award – Developmental Services was nominated and awarded for Exceptional Achievement Award for Minority Awareness, Advocacy and Outreach
- Recognition – Ms. Jones recognized staff with balloons for the work done in preparing for the Legislative Breakfast held October 30, 2014.

Adjournment

The Community Services Board Formal Session was adjourned at 10:25 a.m. by Chair Ms. Diane Jones.

Virginia Beach Community Services Board Attendance Record
1/1/2014 - 12/31/2014

Name	Appt. Expires	Jan*	Feb	Mar	Apr	May**	Jun 26	July	Aug	Sept	Oct LB	Nov	Dec	Total
Anders, Jennifer, S.	12-31-14	N/A	A	A	A	A	P	P	N/A	A	P	A		
Ashby, Kay	12-31-16	N/A	P	P	A	A	P	P	N/A	P	P	A		
Baldwin, Brian	12-31-16	N/A	A	P	A	A	A	A	N/A	A	A	P		
Bartel, Dolores	12-31-16	N/A	A	P	P	A	P	P	N/A	P	A	P		
Black, Phillip	12-31-16	N/A	P	P	P	A	P	P	N/A	P	P	A		
Bright, Linda	12-31-14	N/A	A	P	P	P	P	P	N/A	P	A	P		
Cuffee, Luetilla	12-31-17	N/A	N/A	N/A	N/A	P	A	P	N/A	A	P	A		
Dear, Debra B.	12-31-14	N/A	A	P	A	A	A	A	N/A	A	A	A		
Harrison, Cindy	12-31-15	N/A	P	P	P	P	P	P	N/A	A	P	P		
Jennings, Myra W.	12-31-14	N/A	P	P	A	P	P	P	N/A	P	P	A		
Jones, Diane	12-31-16	N/A	P	P	P	P	P	P	N/A	P	P	P		
Knight, Irvin W., Sr.	12-31-14	N/A	P	P	A	A	P	P	N/A	A	A	P		
Ruchelman, Diana G.	12-31-15	N/A	P	P	P	A	P	P	N/A	P	P	P		
Schroeder, Michael	12-31-14	N/A	A	A	P	P	A	P	N/A	A	A	A		
Slipow, Sharon	12-31-16	N/A	A	A	P	A	P	P	N/A	A	P	A		

*January – no meeting held due to winter weather snow event.

**May meeting held June 6, 2014.

Key: Present (P), Absent (A), Resigned (R)

Revised 5/14: clc

**DEVELOPMENTAL SERVICES COMMITTEE MEETING
December 11, 2014**

<u>Members Present</u>	<u>Staff Present</u>	<u>Guests Present</u>
Ms. Debra Dear Ms. Dolores Bartel	Mr. Tim Capoldo Ms. Aileen Smith Ms. Charaklia Kurtz Ms. Nicola Morley Ms. Cynthia Buckler, Recorder	Ms. Carey Yates, Eggleston Gail McLemore, Volunteers of America

Welcome

- Ms. Debra Dear opened the meeting at 9:14 am. Tim asked for introductions.
- Tim then thanked Debbie for her nine years of service to the committee.
- We have no guest speaker so Tim asked Debbie for some background information on what brought her to the CSB and what her plans are for Vanguard Landing.
- She covered what she learned during her years with the board and the current status of Vanguard Landing, her campus for persons with disabilities, which will take private pay and Medicaid. She is also looking to begin a local coalition of private providers for networking. Her ultimate goal is to have three facilities throughout Virginia.
- Aileen asked for what the state’s feeling is on these facilities. Debbie shared that the state already has similar location (Innisfree). Vanguard is following all current guidelines for Assisted Living Facilities, they already exceed current requirements with their offerings which include day support programs. Vanguard will offer live on site or simply attend day programs. They will provide transportation.

CARTIS

The CARTIS report was not available

Waiver Waiting List Report

November’s report was reviewed. There was not a lot of movement from October. Three vacated slots are currently being filled.

Monthly Output Report

The report shows the fiscal year of July 2014 – June 2015. Total Clients Served for the month of October, 2014 is 1,462. Tim explained the numbers for CEO that seemed to be off from August through October, there were some consumers that were moved mid-month from one service to another.

MH Psycho Social group did pick up a new member.

Financial Report

Maria reviewed the financial report up to October 31. The expenditures and revenues are trending as expected. FTE expenditures are down due to vacancies. Overtime is exceeded but this is due to filling in for the FTEs that are vacant.

Information Items

Tim shared that January 15 our pharmacy will change. Bayview has dropped all long-term care customers. Dina Bates, Nurse Manager, was tasked with locating a new provider. We are working on finalizing a contract with a new vendor for an emergency procurement. There will not be a lapse in service. This is an Urgent Need contract which is good for six months. The contract will be put out to bid per city regulations.

Discussion Items

None

Approval of 2015 Meeting Dates

The identified dates are: February 12, April 10, June 12, August: No Meeting, October 9. There was concern about the three month lapse between July – September so the dates have been revised to: January, March, May, July, September, November remaining on the 2nd Thursday of the month.

Public Comment

- Carey Yates: Eggleston is selling Christmas trees; they have an off-site on Military Highway.
- CARF survey January 5 – 7
- Expanding services to Portsmouth next year; day and community programs to include employment
- They own a 4 bed home in Chesapeake and are looking to expanding residential services in 2016
- Gail McLemore: There is a meeting tonight. Baker House is closing as an ID home. The home will be repurposed. The current HUD contract states that it has to service persons with disabilities. They are looking various groups of persons at need including military persons who are homeless and have disabilities.
- Researching the need for a Family life center, parenting classes
- Secured a home in Kempsville and are looking at apartment living areas
- The meeting concluded at 10:15am.

Next Meeting Date

The next meeting will be held on Thursday, January 8, 2015, at 9:00 a.m. at Pembroke Six, Suite 431, on the 4th floor.

ID COMMITTEE WAIVER WAITING LIST REPORT				
(Movement Report for November 2014)				
Waiver Slot Information				
Number of ID Waiver Slots at the beginning of month		543		
Movement that affects the number of slots we have				
* Number of Facility received during month	0	Received	0	Returned
* Number of MFP slots received during the month	0	Received	0	Returned
* Number transferred from/to another VA board during month	0	From	0	To
Number of new Waiver Slots		0		
Number of ID Waiver slots as of END of the month		543		
Number of Day Support Waiver Slots at the beginning of the month		13		
Movement that affects the number of slots we have				
New slots received from the state		0		
Number of Day Support Waiver Slots at the END of the month		13		
TOTAL NUMBER OF WAIVER SLOTS (ID AND DS COMBINED)		556		
STATUS TOTALS				
Number of active (enrolled)		550		
Number on hold		0		
Number enrolled, with future start date (Projected)		2		
Number to be re-assigned pending appeal		1		
Slots available - not yet enrolled - ID Waiver, DS Waiver, MFP and Children Waiver		3		
ADDITIONAL MONTHLY ACTIVITY NOTATION				
** How many people vacated slot(s) during the month	0			
Was a waiver slot meeting held this month?	yes			
If yes, how many people slots were available?	2			
*** During this month, how many people who had been chosen for waiver activated their slot (became enrolled)?	1			
Urgent & non-Urgent Waiver Waiting List End of Month Totals				
Urgent Status at the beginning of the month		236		
Movement that affects total		2	Added	2 Deleted
Urgent Status at the END of the month		236		
Number of U receiving limited/temporary city-funded services		35		
Number receiving non-city funded services (e.g. E&D, CIF, School, ESH, EPSDT)		56		
Number receiving no temporary support		145		
Non-Urgent Status at the beginning of the month		94		
Movement that affects total		0	Added	3 Deleted
Non-Urgent Status at the END of the month		91		
Total of U and NU		327		
Waiver Planning List Totals				
Waiver Planning List at the beginning of the month		3		
Movement that affects total		0	Added	0 Deleted
Waiver Planning List at the beginning of the month		3		
Additional Information:				
* Transfer from another board: none		*Transfer to another board: none		
* New slot: none				
* *Vacated slot: none				
*** Enrolled - ID Waiver: Ferebee, Audree				
****Enrolled - DS Waiver: none				
*Enrolled Facility - None		* Enrolled - MFP: none		

DS OUTPUT - TOTAL CLIENTS SERVED													
FY 2015 (JULY 2014 - June 2015)													
Unit	SubUnit	Month											
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
CEO:	Group	45	49	27	29								
	Individual	140	143	142	149								
	Prevocational	6	21	22	24								
	Total	189	192	187	196								
Skilled Nursing	Total	18	18	18	18								
Case Mgmt	Total	749	750	756	762								
SkillQuest	Total	134	137	163	163								
PALs	Total	14	17	19	19								
SLP:	ICFs	43	44	44	44								
	Group Homes	24	24	25	25								
	Residential	69	68	68	68								
	Residential MHSS	7	7	7	7								
	Total	143	143	144	144								
	MH PsychoSocial	6	6	6	7								
IP	Total	480	528	524	503								
Total Clients Served		1409	1454	1394	1462								

**MENTAL HEALTH SUBSTANCE ABUSE
December 11, 2014****Members Present**

Kay Ashby
Rev. Irvin Knight, Sr.
Luetilla Cuffee
Cindy Harrison
Diana Ruchelman

Staff Present

Angie Hicks
Linda Barnes
Pat Browne
James Thornton
LeAnne Brant
Rob Rubinow

Guest Present

none

Welcome

Ms. Ashby opened the meeting at 12:00noon with welcome and introductions.

Child and Youth

- Jim Thornton, Administrator for MHSA Child and Youth Services gave an overview of the programs and services offered to citizens under the age of 18. There are many evidence based treatment programs such as Eye Movement Desensitization and Reprocessing (EMDR) and Trauma-Focused Cognitive Behavior Therapy in the Out Patient department.
- The After School Therapeutic Day Treatment program recently expanded and opened a 4th classroom for elementary school students at three different schools throughout the City of Virginia Beach. Children are transported to these school locations from their home schools either via school bus or by use of DHS transportation department. This program at this time serves elementary age youth and the goal is to keep them in their natural environment and not in an alternative school.
- In the Youth Mobile Crisis Team program that was started approximately 16 months ago, two hundred thirty eights kids have been referred. Youth must meet certain criteria to qualify for the crisis services, but anyone referred to this service will be linked to an appropriate level of service if needed.
- Rob Rubinow, C&Y Clinician, shared information on the evidence based program for the juvenile sex offender program which is focused on reducing recidivism. There is a grant in place for the sex-offender program. The program is very holistic in nature and utilizes a trauma informed and family systems model approach to therapy.

Financial Report

Ms. Barnes presented the report on MHSA Revenue and Expenditures through the end of November 2014.

Persons Served on Waiting List

Ms. Hicks presented information on the Wait List for the month of November 2014.

PACT Update

Ms. Hicks gave up update on PACT. Offers have been made to several staff and the program is on track to start in January.

Other Updates

- LeAnne Brant reported that the new staff orientation of visiting MHSA units is being received well by new staff.
- Ms. Hicks discussed the potential restructuring of the MHSA Committee schedule and that meetings may be held every other month starting in January 2015. It is expected that this topic will be on the agenda for the upcoming full board meeting.

Public Comment

- The NAMI Spirit award was given to Beach House for their support of the NAMI walk.
- New Family-to-Family and Peer-to-Peer classes will start in February 2015.
- The budget hearing is scheduled in Richmond on January 7th 2015.

Next Meeting

TBD

Adjournment

The meeting adjourned at 1:15p.m.

MHSA PERSONS SERVED AND WAITING LIST FOR **November 2014**

PROGRAM	Program Capacity	CURRENT month # of Persons Admitted in Program	Previous month # of Persons Served in Program	CURRENT # of Persons Waiting for Services	Previous # of Persons Waiting for Services	Comments
Adult Correctional Services	Total 132	Total 238	Total 238	Total 14	Total 19	
Forensic Consultation/Discharge Planning		67	63			
ETO/IST Central State Hospital Placements		2	2			
ETO/IST Eastern State Hospital Placements		5	9			
Restoration to Competency		3	3			
Mental Health Supervision Clients	20	3	6			
NGRI Clients		33	32			
NGRI Central State Hospital Placements		4	3			2 Clients in other hospitals
NGRI Eastern State Hospital Placements		15	15			
Community NGRI clients		12	11			
Peer Support Specialist Clients						position vacant
SOAR Clients		2	2			
Jail Education Services - Male Pod	78	78	78	8	14	The number greatly fluctuates each month
Jail Education Services - Female Pod	14	14	14	6	5	
Jail Education Services - Continuing Care Group	20					Continuing Care Education Group will resume when there are enough clients in a group
Adult Day Treatment	Total 15	23	Total 25	5	18	Avg Daily Attendance 22
Access Unit		Undup 343	436	45	52	
Individual/Group Motivational Enhancement Svcs		240	285			
Clinical Phone Contact		104	155			
Adult Outpatient Services (AOS)	Total 1585	Total 1512	Total 1526	Total	Total	
AOS - Magic Hollow	660	755	850			Unduplicated count
Therapy Services	----	168	195	----		Caseload 159
Nursing Services	----	603	704	----		Caseload 929

PROGRAM	Program Capacity	CURRENT month # of Persons Admitted in Program	Previous month # of Persons Served in Program	CURRENT # of Persons Waiting for Services	Previous # of Persons Waiting for Services	Comments	
Prescriber Services	660	415	535	----		Caseload 938	
AOS Senior Adult Services	Total	Total	53	Total	82		
Therapy Services	----						
Nursing Services	----	40	68				
Prescriber Services	----	25	52				
AOS - Mental Health - P6	675	612	667			Unduplicated count	
Therapy Services	----	380	363	----		Caseload 360	
Nursing Services	----	274	325	----		Caseload 519	
Prescriber Services	200	275	346	----		Caseload 564	
AOS Substance Abuse	250	38	42			Unduplicated count	
Case Management Services/Adults	Total	575	Undup 637	651	46	55	4 of the clients waiting for services are being followed by Reinvestment Discharge Planners and are pending completion of OG
Case Management	475	535	545			157 consumers (unduplicated) served by contract staff in November.	
Mobile Triage Team	40	50	51				
Intense Outreach Team	60	62	66				
Reinvestment	72	Undup 125	Undup 155				
State Hospital Discharge Planning			30	29		Marie Gustafson	
Forensic State Hosp./NGRI CM			28	27		Suzy Manzi	
Community Based Crisis Stabilization (CSBS)	Total	25	13	22			Unduplicated. 22 unduplicated admitted assignments. 6 unduplicated registered assignment. 15 unduplicated single contracts. Total unduplicated assignments = 33
Child & Youth Services	Total	383	Total 333	Total 316	Total 63	Total 67	
Intensive Outpatient Services	8						
Multi-Systemic Therapy	10	9	4				
Outpatient Services	240	215	201	53	44		
Therapy Only		82	71				
Therapy and Medication Management		86	87				
Medication Management Only		47	43				

PROGRAM	Program Capacity	CURRENT month # of Persons Admitted in Program	Previous month # of Persons Served in Program	CURRENT # of Persons Waiting for Services	Previous # of Persons Waiting for Services	Comments
After-School Therapeutic Day Treatment	30	27	24	10	14	
Case Management/ICC	95	82	87		9	
Emergency Services - P3	Unlimited					Clients may receive more than one service
Crisis Intervention	----	149	202			
Inpatient Pre-screening	----	47	34			84 Commitment hearings
Temporary Detention Orders (TDOs)	----	16	16			at VBPC and Sentara BHU
Emergency Services - Assessment Center	Unlimited					
Crisis Intervention	----	218	147			
Inpatient Pre-screening	----	174	177			
Temporary Detention Orders (TDOs)	----	128	109			
Office of Consumer & Family Affairs	Total Unlimited	Total 247	Total 377			
Consultations & Referrals	----	101	134			51 consultations, 50 referrals
Group Participants		83	179			NAMI Basics, Family to Family, CIT, Recovery Center
Wellness Recovery Action Plan (WRAP) Consults		38	43			
WRAP Participants		25	21			Women's ACS blocks, IOT, CBCS
Projects for Assistance in Transition from Homelessness (PATH Program - Homeless Intervention)						
Outreach (duplicates)	100	94	34			Duplicate count
Consumer Monitoring		45	34			Unduplicated
SOAR Applicants	10		3			
Project LINK Case Management Services	90	71	71	31	33	admitted; registered.
Recovery Center	Total 108	74	Total 74	58	60	Includes multiple admissions
Crisis Stabilization Services	54	56	58			Average length of stay is 5 days
Medical Monitored Detox	54	18	16			Average length of stay is 5 days

PROGRAM	Program Capacity	CURRENT month # of Persons Admitted in Program	Previous month # of Persons Served in Program	CURRENT # of Persons Waiting for Services	Previous # of Persons Waiting for Services	Comments
Temporary Detention Order Admissions	Varies					
Residential Treatment (SARPOS)						
28 Day Residential		4	1			
Non-traditional			6			
Rehabilitation Services						
Beach House Psychosocial Rehabilitation	Total 190	Total 176	Total 180	Total	Total	Avg Daily Census 88
Beach House Employment Services	Total 46	49	46			Several positions "on hold" due to economic recession
Independent Employment Program	30	29	30			
Supported Employment Program (SEP)	2	6	2			2 individuals referred to DARS
Transitional Employment Program (TEP)	14	14	14			10 people on list awaiting placement in community
The Harbour	90	Total 85	Total 87	13	9	Average daily attendance 61
Senior Services						
Gero-psych	----		----			
Information consultations	30	5	15			
Clinical consultations/clients served	----	2	1			
Respite Services		25	24			
Informational Consults		70	72			
Caregiver Support Groups		8	11			
In-Home Assessments			4			
Community Outreach/Training Events			2			
Supportive Residential Services (SRS)	Total 161	Total 161	Total 148	Total 88	Total 89	
Intensive Supervised (Assisted Living Facilities)	4	4	4	6	6	3 contacts pending 5 additional ALF slots
Moderate Supervised (Adult Foster Care/S. House)	27	26	22	30	30	Lost 1 AFC provider due to program noncompliance
Supportive Supervised (Beach Park)	18	16	17	1	1	

PROGRAM	Program Capacity	CURRENT month # of Persons Admitted in Program	Previous month # of Persons Served in Program	CURRENT # of Persons Waiting for Services	Previous # of Persons Waiting for Services	Comments
Supportive Supervised (Beach Park West)	18	18	17	1	1	
Supportive Supervised (Atlantis Manor Apts)	12	12	12	2	2	
Supportive Supervised Services (New Haven)	2	2	2			
Supportive Independent Living (CAMG Townhouses/Apts.)	71	76	67	27	26	
S. Palm Transitional Housing (Supportive/Co-Occurring)	9	7	7	21	23	Screenings pending.
Mental Health Support Services (MHSS)	132	131	Total 136	22	19	
MHSA TOTAL	GRAND ----	TOTAL* 5,208	TOTAL* 5,383	TOTAL 309	TOTAL 336	

Mental Health Substance Abuse Division 2014 Waiting List

PROGRAM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Adult Correctional Services	38	26	31	38	44	40	31	28	58	19	14	
Adult Day Treatment	12	14	9	6	6	8	9	10	11	18	5	
Adult Outpatient Services (AOS)	2											
Case Management Services	42	29	33	48	42	29	43	35	43	55	46	
Community Based Crisis Stabilization (CSBS)	19		3									
Child & Youth Services	26	36	48	37	38	40	33	31	46	67	63	
PATH Case Management		18										
PATH SOAR Applicants	4	2	2	3	3	3	3	3	6	2		
PATH Supportive Housing Program (PSHP)	3	2	2	1	1	1	1					
Recovery Center							41	44	37	60	58	
SARPOS Non-traditional												
Beach House - Transitional Employment Program (TEP)			10		10							
The Harbour	11		9	6	5	7	4	9	7	9	13	
Supportive Residential Services (SRS)	125	99	82	86	102	116	122	103	113	89	88	
Mental Health Support Services (MHSS)	27	27	28	29	27	23	23	26	19	19	22	
MHSA TOTAL	309	253	285	254	278	267	310	289	340	338	309	0

**FINANCE/AUDIT COMMITTEE MEETING
December 11, 2014****Attendance**

Diane Jones
Diana Ruchelman
Linda Bright
Cindy Harrison

Staff Attendance

Aileen Smith
Timothy Capoldo
Angela Hicks
James Thornton
Dannette Smith

Call to Order

The meeting was called to order by Ms. Diane Jones, at 4:20 p.m.

Public Comment

- The City of Virginia Beach budget has been submitted to the Budget Office and is considered a City Manager's working document. The budget will become public in March 2015.
- The PACT first payment will be posted in December 2014.
- Logistic Care Transportation has increased the fees and Mr. Randy Thompson is negotiating the increase. There will be an approximate \$100,000 a year increase.

Year-to-Date Review

The Financial reports through November 2014 were reviewed. The total year-to-date revenues reconciled with revenues in transits equaled \$23,148,325. Total expenditures reconciled with payables in transit equaled \$22,963,893. This resulted in net operations in the amount of \$184,432 (not including cost settlement).

Divisional Review

Each financial report for the divisions were also reviewed. No significant transactions were noted.

Other Business

None

Adjournment

The meeting was adjourned by Ms. Diane Jones at 4:30 p.m.

**EXECUTIVE COMMITTEE
December 11, 2014****Attendance**

Diane Jones
Diana Ruchelman
Linda Bright
Cindy Harrison

Staff Attendance

Timothy Capoldo
Angela Hicks
Aileen Smith
Randy Thompson
Alice Testerman
Dawn Rykheart
Jim Thornton

Call to Order

The meeting was called to order by the Chair, Mrs. Diane Jones, at 3:10 p.m.

Public Comment**Welcome****Education**

- December: Waiver Redesign, Developmental Services, Tim Capoldo
- January: Intermediate Care Facilities, Developmental Services, Tim Capoldo
- February: CSB Strategic Plan Overview, Dannette Smith

Old Business

- Revisit Calendar for DS and MHSA Meetings 2015 – Ms. Jones will bring a change to the full Board meeting that suggests the every other month committee meetings begin in January 2015 instead of December 2014. As a reminder, this is a temporary schedule until the committees are further discussed in May 2015.
- Annual Trip to Richmond to Visit Legislators on February 5, 2015: Talking Points – Ms. Aileen Smith brought the VACSB legislative priorities to the Board to discuss and suggested moving one or two items forward for the Virginia Beach Board to use in its talking points to legislators and at the regional budget hearing. The VACSB is not bringing forward the extended TDO item, which the Virginia Beach CSB submitted to the VACSB for its legislative priorities. However, the VACSB will advocate for the custody law change. Mr. Jim Thornton would like the Board to support the mobile crisis unit as a talking point. The talking points will be completed before the Budget Hearing which is scheduled for January 7, 2015.
- Financial Reporting to Executive Committee – Mr. Randy Thompson will present overall comments during each Board meeting and select one topic for a detailed discussion. The topic could mimic the Board education in terms of financial reporting. Therefore, the January financial discussion would be on Intermediate Care Facilities (ICF) to coincide with the education topic. The package and Executive agendas will list financial reporting for the next month.
- Recruitment of New Board Members: Input from Executive Committee Members – Minority community involvement; clergy; business leaders; professional clubs (societies);

and/or retired physicians. The Ad Hoc committee will meet with staff on Monday, December 15, 2014, at 10:30 a.m. in the Human Services Building, to discuss processes for recruitment.

- VACSB Conference January 20 – Board members Diane Jones, Diana Ruchelman, Linda Bright and Cindy Harrison will attend. Ms. Aileen Smith will secure a van for the trip to Richmond.

New Business

- CSB 2015 Calendar of Meetings – The draft calendar was presented. It will be brought to the full Board for review and approval.
- Regional Budget Hearing – The hearing is scheduled for January 7, 2015, 12:00 p.m., William & Mary College, School of Education Development Center, Williamsburg. Ms. Ruchelman would like to get a commitment from more Board members to attend the Hearing. Ms. Kay Ashby, Ms. Diane Ruchelman, and Ms. Diane Jones have already said they will attend.

Matters of the Chair

- Financial Disclosure Statements due December 15, 2014 to the City Clerk's office.
- Ms. Jones asked if there could be an update on the Housing Resource Center at next week's full board meeting.

Staff Updates / Director's Report

- Ms. Aileen Smith noted several achievements and accomplishments.
- PACT is a big project that is coming together very well and quickly. Ms. Angie Hicks has been performing interviews and has selected five members for the team. The team will begin seeing clients in January 2015. Dr. Leone will be the acting doctor for the team.
- Mr. Thornton reported serving 238 children since the inception of the Youth Mobile Crisis Intervention Services began.
- Mr. Tim Capoldo has been working more closely at the ICF sites.
- The contracted pharmacy that the department was utilizing pulled out of their contract. The department is currently working on a new contract with a different pharmacy. Training for all staff on the new medication management will begin once the contract is in place.

Other Business

Agenda planning for the December 18, 2014 full Board meeting – Ms. Jones reviewed agenda items.

Adjournment

The meeting was adjourned by the Chair, Mrs. Diane Jones, at 4:20 p.m.