



**PRINCE WILLIAM COUNTY
COMMUNITY MENTAL HEALTH, DEVELOPMENTAL DISABILITIES
AND SUBSTANCE ABUSE SERVICES BOARD**

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BOARD MEMBERS PRESENT:

Voneka Bennett, Dr. William Carr, Bradley Marshall, John O’Leary, Tim Oshiki, Francis Rath, Patrick Sowers

BOARD MEMBERS ABSENT:

Deanna Bayer, Vicky Castro

STAFF PRESENT:

Georgia Bachman, Sherry Bowman, Princess Clark- Wendel, Gina Tamayo - Office of the Executive Director

Division Managers:

Sara Wheeler – Adult and Family Services; Jackie Turner – Developmental Disability Services; Elise Madison – Emergency Services; Katanya Goswell – Community Support; Mike Goodrich – Administrative Services; Smita Maskey – Human Resources; Kanchan Clark – Medical Services; Robyn Fontaine – Finance; Virginia Heuple – Early Intervention

CS CORP: LeNelle Mozell, Laura Lungarelli

CS Recovery Support Services: Dan Manza

GUESTS PRESENT

Bernice Meanchop, CRI; Captain Alan West, ADC; Colleen Oshiki; Elijah Johnson, Deputy County Executive

PRESS PRESENT:

None

OPENING: The regular meeting of the Community Services Board was convened on November 21, 2024, at 6:30 p.m. in the Powell’s Creek Conference Room, James J. McCoart Government Center, 1 County Complex Court, Prince William, VA.

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APPROVE REQUEST TO PARTICIPATE REMOTELY THROUGH ELECTRONIC COMMUNICATION MEANS

READING WAIVED

RESOLUTION 24-11R1-01

MOTION: Marshall

SECOND: Rath

WHEREAS, the Community Services Board adopted a policy pursuant to § 2.2-3708.2 VA CODE ANN to allow for remote participation by Members of the Board; and

WHEREAS, in accordance with the Board’s policy, John O’Leary notified the Chair that the Member is requesting permission from the Board to electronically participate at the Board’s November 21, 2024 meeting; and

WHEREAS, John O’Leary certified that he is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents his physical presence; and

WHEREAS, John O’Leary certified that he is unable to attend the meeting due an identified personal matter that prevents his physical presence; and

WHEREAS, the remote locations from which the above member plans to electronically participate is his personal temporary or permanent residence and the remote location will not be open to the public; and

WHEREAS, John O’Leary verified that his participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

WHEREAS, pursuant to the Board’s policy, a request for electronic participation from a remote location shall be approved unless participation violates the Board’s policy or any provision of the Virginia Freedom of Information Act; and

NOW, THEREFORE, BE IT RESOLVED that the Community Services Board hereby approves the request to participate in the meeting through electronic communication means in accordance with the Board’s policy and a quorum of the Board was physically assembled at one primary or central location and arrangements were made for the voice of, John O’Leary be heard by all persons via Webex at the primary or central meeting location.

Vote:

Ayes-- Bennett, Carr, Marshall, Oshiki, Rath, Sowers

Nays--

Abstained-- O’Leary

Absent During Vote--

Absent From Meeting-- Bayer, Castro

CITIZEN’S TIME

None

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STAFF TIME

APPROVAL OF MINUTES

RESOLUTION 24-11R1-02

MOTION: Rath

SECOND: Bennett

The Prince William County Community Services Board does hereby approve the minutes of October 17, 2024.

Vote:

Ayes--Bennett, Carr, O'Leary, Sowers, Oshiki, Rath

Nays--0

Abstained-- Marshall

Absent During Vote--

Absent From Meeting-- Bayer, Castro

PRESENTATION: Peer Recovery Specialists Internship Program- Sara Wheeler, LeNelle Mozell, Laura Lungarelli

The Peer Recovery Specialist Internship Program was introduced several years ago Community Services, which began incorporating individuals with lived experience (peers) to assist clients in their recovery journeys. Initially, filling and retaining these positions proved challenging, prompting the need to establish a more effective pipeline for peers within the county. In collaboration with George Mason University, Community Services used grant funding to support the peer interns. Five individuals successfully completed the internship, and one individual is employed outside the agency. Looking ahead, data and experience gained from this project were used by George Mason University's successful application for a four-year grant aimed at expanding and sustaining the program. Adjustments are being made based on feedback received, and the program is set to expand throughout Virginia, with a particular emphasis on Northern Virginia. There is capacity for 25 peer interns, allowing for compensation and support. The next phase will prioritize additional training and support, including the hiring of a full-time position dedicated to assisting peer mentors, facilitating further program growth.

ACTION ITEM:

A. RECOMMEND BOARD OF COUNTY SUPERVISORS, ACCEPT, BUDGET, AND APPROPRIATE \$1,425,263 ONGOING AND \$434,270 ONE-TIME REVENUE FROM THE VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES TO RECONCILE THE COMMUNITY SERVICES FISCAL YEAR 2025 BUDGET

RESOLUTION 24-11R1-03

WHEREAS, the Department of Behavioral Health and Developmental Services (DBHDS) and other funding sources provide funding to Prince William County Community Services (CS) through the Performance Contract in accordance with Chapter 5 of Title 37.2 of the Code of Virginia (VA. Code §§ 37.2-500 through 512); and

WHEREAS, CS is required to reflect accurate revenue projections; and

WHEREAS, the Prince William Board of County Supervisors must accept, budget, and appropriate additional revenues before the funds may be expended; and

WHEREAS, CS requests increasing ongoing DBHDS Suicide Prevention revenue by \$1,000 for a revised annual award of \$21,000 to continue to provide prevention activities including training, community outreach, and prevention coalition development supports; and

WHEREAS, CS requests increasing ongoing DBHDS Crisis revenue by \$589,553 for support of two regional projects, including \$73,495 for the Prince William County (PWC) Woodbridge Crisis Receiving Center (CRC) for a revised annual budget appropriation of \$2,373,495, and \$516,058 for the Regional Chantilly Crisis Stabilization Unit (CSU) for a revised annual budget appropriation of \$2,551,464; and

WHEREAS, CS requests increasing DBHDS Deaf Services revenue by \$4,411 ongoing and \$7,721 one-time to reduce service access barriers for individuals who are hearing impaired and provide sign language interpretation services; and

WHEREAS, CS requests increasing DBHDS Substance Use Disorder (SUD) Community Detox revenue by \$21,361 ongoing and \$30,296 one-time to provide medically managed detoxification services to reduce service access barriers and improve recovery-oriented outcomes for individuals with co-occurring substance use and mental health needs; and

WHEREAS, CS requests increasing ongoing DBHDS SUD and Developmental Disability (DD) Training and SUD Treatment revenue by \$105,503 to expand and develop SUD community-based treatment services specific to transition age youth up to the age of 25; and

WHEREAS, CS requests increasing ongoing DBHDS Performance Contract Mental Health State revenue by \$339,503 to establish three full-time permanent positions including two (2.0) FTE Principal Fiscal Analyst (C43) and one (1.0) FTE Administrative Specialist (B23) and one (0.5) FTE permanent part-time Administrative Specialist (B23) to support the Worth Ave crisis facility and DBHDS fiscal management, reporting, and other state infrastructure requirements; and

WHEREAS, CS requests increasing a total of \$140,475 in ongoing revenue including \$98,885 Virginia Part C Early Intervention and \$41,590 Medicaid to establish one (1.0) full-time permanent Human Service Program Manager (D61) position to provide program management and oversight of early intervention service coordination, therapeutic, and education services for infants aged 0-3 experiencing developmental delays; and

WHEREAS, CS requests increasing a total of \$149,968 in ongoing DBHDS revenue including \$72,500 Problem Gambling Prevention, \$77,468 SUD State Performance Contract, and reallocating \$15,000 from existing CS operating to personnel to reclassify one (1.0) FTE limited-

term grant Senior Clinical Services Caseworker (C51) position (PCN G00078) to one (1.0) permanent full-time position to continue to provide community prevention outreach and reclassify one (0.7) FTE permanent part-time Clinical Services Caseworker position (PCN 963028) to one (1.0) full-time permanent to continue to provide youth in-home service supports; and

WHEREAS, CS requests increasing a total of \$73,490 in ongoing DBHDS Performance Contract and using \$70,416 to address position vacancy, staff turnover, and align positions with Prince William County (PWC) classifications and will reclassify twenty-one (21.0) permanent full-time and four (4.0) permanent part-time Administrative Technicians (B21) to Administrative Specialists (B23) and reclassify seven (7.0) permanent full-time Fiscal Specialists (B24) to Business Services Analysts (C41) with an increase, for filled positions, of \$1.33/hour for non-exempt and \$2,600/annually for full-time exempt positions, and use \$3,074 to reclassify fifteen (15) temporary positions to permanent part-time per the PWC Department of Human Resource (DHR) directive; and

WHEREAS, CS requests increasing one-time DBHDS CSB Workforce revenue by \$202,758 for state approved internships, licensing and stipends for supervision, job fairs and other employment outreach activities; and

WHEREAS, CS requests increasing one-time federal pass-thru Substance Abuse and Mental Health Services Administration (SAMHSA) revenue by \$186,715 for the DBHDS State Opioid Response project continuing to address the opioid crisis and overdose deaths related to opiate use through substance use prevention, recovery, and treatment services for the period of September 30, 2024, through September 29, 2025; and

WHEREAS, CS requests increasing one-time DBHDS Office of Community Housing Projects for Assistance in Transition from Homelessness (PATH) revenue by \$4,280 for staff training; and

WHEREAS, CS requests increasing one-time other funding revenue by \$2,500 from the Woodbridge Lions Club in support of Crisis Receiving Center (CRC) furniture including one adult bed and one youth chair; and

WHEREAS, funds are restricted for use in accordance with the DBHDS Performance Contract agreement including services and supports for behavioral health, mental health, intellectual disability, developmental disability, and substance abuse; and

WHEREAS, there is no general fund local tax support required to budget and appropriate these funds;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby accepts, budgets, and appropriates \$1,425,263 in ongoing and \$434,270 in one-time revenue to reconcile the Community Services Fiscal Year 2025 County budget;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes establishing four full-time permanent positions including (2.0) FTE Principal Fiscal Analyst (C43), one (1.0) FTE Administrative Specialist (B23), and one (1.0) FTE full-time permanent Human Service Program Manager (D61), and establish one (0.5) FTE permanent part-time Administrative Specialist (B23) position;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes the reclassification of one (1.0) FTE limited-term grant Senior Clinical Services Caseworker (C51) position (PCN G00078) to one (1.0) FTE permanent full-time position and reclassification of one (0.7) FTE permanent part-time Clinical Services Caseworker position (PCN 963028) to one (1.0) FTE full-time permanent position;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes the reclassification of twenty-three (21.0) FTE permanent full-time and four (4.0) FTE permanent part-time Administrative Technicians (B21) to Administrative Specialists (B23) and the reclassification of seven (7.0) FTE permanent full-time Fiscal Specialists (B24) to Business Services Analysts (C41) with an increase for affected positions at \$1.33/hour for non-exempt, \$2,600/annually for full-time exempt, and \$1,300/annually for part-time exempt for filled positions;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes the reclassification of fifteen (15) temporary positions to permanent part-time based on the PWC DHR directive;

BE IT FURTHER RESOLVED that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes all unexpended amounts be carried forward year to year.

Vote:

Ayes-- Bennett, Carr, Marshall, O'Leary, Oshiki, Rath, Sowers

Nays--0

Abstained--0

Absent During Vote--0

Absent From Meeting-- Bayer, Castro

DISCUSSION ITEMS:

1st Quarter of FY 25 Accounts Receivable Report- Mike Goodrich

The report has been modified to look back at the previous four quarters and the current quarter. Self-pay is the majority of what makes up what is due. CS does not expect to collect self-pay. Clients have a lot of outstanding amounts; CS needs to enter into fee agreements to get them to reduce the amount they are owing. New procedures began this week, we have about 1600 clients that need to sign those fee agreements. Mr. Goodrich expects to report back in February how many less than the 1600 we have. Fees collected predominant amount is on Medicaid.

1st Quarter of FY 25 Service Report- Mike Goodrich

Mr. Goodrich reported that we are even on the number of unduplicated clients. Early Intervention has decreased, but here's a couple of reasons for that. The number of insurance carriers are out of network and the other piece to that is that Sentara opened a pediatric therapy department last year, which may be contributing to the number of clients coming in. We will continue to monitor that. Access services had experienced a decline, but now that we are fully staffed, we are observing a 4% increase.

1st Quarter of FY 25 Financial Report- Robyn Fontaine

Ms. Fontaine provided an overview of the budget process, indicating that in the first quarter, the revenue collected by CS reached 29% of the budget target. In terms of expenditures, CS utilized 24% of the salary benefits, which is on target. The internal expense did not post in quarter one. Operating reflects a 5% usage, which is low due to the inflation caused by carryover funds that are being retained annually to support startup costs for the CRC. Capital is at 25%, which represents one-time purchases. Overall, for the quarter’s performance is at 17%.

Policies and Procedures Updates Mike Goodrich

Mr. Goodrich provided an update on additions to the Policy and Procedure Manual, which included the following documents: Part II Administrative Services Article 1: Management and Administration; Part III Services and Supports Article 3: Crisis Intervention and Emergencies, and Part V Risk Management, Article 9 Clinical Risk Management Guideline.

Worth Avenue/Regional Crisis Receiving Center Construction Update- Mike Goodrich

We have committed and spent about 85%, we are on target, have a construction team that is focused on getting to that Spring of 2025 target.

ELECTION OF OFFICERS FOR CALENDAR YEAR 2025

RESOLUTION 24-11R1-04

MOTION: Sowers
SECOND: Marshall

WHEREAS, the following slate of officers for 2025 were presented by the Nominating Committee at the October 17, 2024 meeting of the Community Services Board:

Patrick Sowers-Chairman
John O’Leary-Vice Chairman
Voneka Bennett-Secretary

WHEREAS, there were no nominations from the floor;

WHEREAS, the Community Services Board Members accepted the slate of officers;

NOW, THEREFORE BE IT RESOLVED, that the Prince William County Community Services Board does hereby elect the following officers for 2025:

Patrick Sowers-Chairman
John O’Leary-Vice Chairman
Voneka Bennett-Secretary

Vote:

Ayes-- Bennett, O’Leary, Sowers, Oshiki, Rath, Marshall
Nays--0
Abstained--
Absent During Vote-- Carr
Absent From Meeting-- Bayer, Castro

January VACSB Legislative Conference Board Attendance

The board agreed to send Ms. Voneka Bennett and Mr. John Marshall.

Legislative Update

Ms. Bachman shared the VACSB budget priorities. The first is to fund additional support coordinators, Early Intervention Services continues to see from the state level a 5% increase in children served each year, they are asking for 5.7 million increase in funding for EI services. The VACSB is requesting 17.2 million to support a 12.5 rate increase for SUD services that did not receive the permanent 12.5 rate increase that other behavioral health services have received. Lastly, is a request of 8 million increase of general funds dedicated to prevention services.

CS Communications- Princess Clark-Wendel

Ms. Clark-Wendel shared significant strides CS has made in combating the challenges of opioid and drug abuse in the county. She shared two videos, the first is called “Second Chances” it showcases an innovated longtime partnership between George Mason, ADC, and Community Services. This collaboration supports inmate recovery and combats stigma. The second video is called “Pathways to Hope” it showcases the work that the MAT clinic does. This initiative is a lifeline to our clients and the community, offering counseling, therapy, peer support, education, and medicated assistant treatment to transform the lives of individuals battling with addiction.

Dan Manza shared that he is hopeful to share these videos on the web for people to have the opportunity to view them when they are exploring CS as a possible treatment option for them. Mr. Oshiki thanked Captain West for the collaboration with CS. Captain West talked to the board about the great partnership the ADC has with CS and thanked everyone for their collaboration.

OPEN ITEMS:

None

EXECUTIVE DIRECTOR’S TIME

--Ms. Bachman shared positive progress on the IMD Waiver. CS was able to convene a meeting with the director of DMAS to encourage expediting of the IMD Waiver application. She assured us that it was actively being worked on as a priority for DMAS. The draft has been completed and is out for public comment until December 11th and then it will be submitted to CMS. Ms. Bachman acknowledged and congratulated Mr. John Marshall for receiving a statewide award called Leaders in the Law.

DEPUTY DIRECTOR’S TIME

--Ms. Bowman shared details regarding the Community Services Annual Service Milestone Award Celebration, which recognized staff members for their significant tenure milestones; thirty-three employees celebrated 5 years of service, twelve celebrated 10 years, six celebrated 15 years, two celebrated 20 years, one celebrated 25 years and three staff celebrated 35 years.

BOARD MEMBERS' TIME

JOHN O'LEARY

Mr. O'Leary thanked the board for allowing him to participate remotely. He commended Princess for the two videos, and commended Mr. Marshall for his award and hard work. Mr. O'Leary encouraged everyone to count their blessings and encourage their teams to do the same.

JOHN MARSHALL

Mr. Marshall thanked the peer recovery for their presentation, he thanked Mike and Robyn for the great job that they do, and thanked Princess for the videos. Mr. Marshall shared that he went to the Roanoke conference in October and found it very educational. He thanked everyone for their hard work and wished all a happy Thanksgiving.

PATRICK SOWERS

Mr. Sowers thanked Princess for the videos, he shared that there is no report on the Housing Board other than what he reported last month, that CS individuals are the only ones making progress of getting vouchers and moving forward. He thanked everyone for allowing him to serve one more year as chairman.

VONEKA BENNETT

Ms. Bennett emphasized the importance of peer support and peer recovery and thanked Sara, LeNelle, and Laura for the presentation. Ms. Bennett thanked Princess, Captain West, and Dan for their presentation. Ms. Bennett wished everyone a Happy Thanksgiving.

TIM OSHIKI

Mr. Oshiki shared that the City of Manassas limits their board and commission appointments to two consecutive terms, and he is in year one of his third consecutive term. The possibility exists that this will be his second to last meeting as a member of this board. He informed everyone that serving on this board has been the privilege of a lifetime and shared that he is thankful for each and everyone present.

ACTING EXECUTIVE DIRECTOR'S EVALUATION

The Acting Executive Director's evaluation was forwarded by the Prince William County Executive for the Board Executive Committee's review and approval and was approved by the board.

RESOLUTION 24-11R1-05

MOTION: Sowers

SECOND: Bennett

Vote:

Ayes- Bennett, O'Leary, Oshiki, Sowers, Marshall

Nays-0

Abstained--0

Absent During Vote- Rath, Carr

Absent From Meeting—Bayer, Castro

ADJOURNMENT

RESOLUTION 24-11R1-06

MOTION: Sowers

SECOND: Marshall

Vote:

Ayes- Bennett, O’Leary, Oshiki, Sowers, Marshall

Nays-0

Abstained--0

Absent During Vote- Rath, Carr

Absent From Meeting—Bayer, Castro

Adjourn time: 8:39 PM
