

MEMORANDUM

To: City of Fairfax Mayor and City Council

From: Jim Gillespie, City Representative to the Fairfax-Falls Church Community Services Board

Re: Quarterly Report, July – September 2024

Date: October 24, 2024

- Leland House, a 45 day youth short-term residential program operated under contract by United Methodist Family Services, will be closing in November due to low utilization. A request for proposals for a youth detox program closes in late October, and it hoped a vendor will be selected not long afterward.
- Loudoun County got \$4,000,000 in state funding to help build its youth crisis receiving center. It, as well a Prince William Center under construction, will be open to all Northern Virginia youth. Fairfax County is searching for a center site.
- The 2023 youth survey results present a positive trend, as there has been a reduction across all major indicators related to youth mental health concerns. Additionally, the data indicates a ten-year low in substance use percentages among the youth surveyed. The response rate exceeded 76%. This progress reflects the combined efforts of the CSB, health and human services and the school system in addressing mental health and substance use issues among youth.
- The CSB has been allocated 292 waivers for individuals on the priority one waiting list for FY 2025, with 263 designated as family and individual support and 29 as community living waivers. While other jurisdictions receive waivers quarterly, the CSB's support coordination team receives them monthly to better manage capacity and meet startup expectations. An additional 292 waivers are expected for FY 2026, totaling 584 waivers over the two fiscal years. Despite this, there is still a shortage of 625 waivers for the 1,209 individuals currently on the priority one waitlist in Fairfax. The CSB anticipates receiving the remaining required waivers through FY 2025 to FY 2027, based on the DMAS (Department of Medical Assistance Services) approved process. In this process, waivers offered across the state but declined by those without priority one needs are reallocated to jurisdictions with higher priority one waitlist numbers. About 20 new individuals join the priority one waiting list each month. Waiver recipients are required to get support coordination. Currently, the support coordination team has 20 vacancies, and 14 new positions authorized by the Department of Management and Budget (DMB). Of these vacancies, seven positions have been filled, with start dates between now and November 4, 2024.

- The Virginia Department of Behavioral Health and Developmental Services – Federal Department of Justice DOJ settlement agreement, the result of a 2010 investigation with findings released in 2011, addresses the Commonwealth’s compliance in providing independent and quality-focused services for individuals with developmental disabilities. The settlement was approved in 2012, with a projected implementation and enforcement period of over 10 years. The latest document outlines progress following the independent reviewer’s 24th report on June 13, 2024, which noted steady improvements but identified 27 outstanding indicators. Previous consent decree extensions and postponed contempt hearings have led to a recent joint proposal for a permanent injunction to replace the settlement agreement, focusing solely on the 27 unresolved indicators. The proposal also outlines benchmarks over a seven-year period, two required rate studies by 2030, and a requirement for Virginia to provide trend graphs on the settlement agreement’s public site. The judge has yet to approve the proposal.
- By late October, the Fairfax County Housing and Community Development (HCD) Department is expected to begin issuing 300 new permanent supported housing certificates, with CSB and other entities coordinating support services at a rate of eight monthly certificates for targeted populations. DBHDS is finalizing contracts with two agencies selected to provide housing support services following the completion of an RFP. DBHDS has also agreed to fund a new peer support position to enhance engagement for program recipients in hospital step-down programs and community PSH settings. Two of the three critical time intervention specialist positions funded by DBHDS have been filled and are in training, with the third position currently in the hiring process.
- The CSB signed a contract for a new electronic health record with NextGen. They are recognized as a best-in-class organization, earning accolades like Forbes Best Midsize Employers. The implementation timeline is estimated to be 12 to 18 months, focusing on a secure, stable infrastructure with built-in redundancy. The solution includes 15 custom interfaces, an AI module, a patient portal with messaging and paperwork submission features, automated reminders, telehealth, and population health benchmarking tools.

MEMORANDUM

To: Mayor and City Council
From: Manisha H Maskay, Fairfax City Representative to the Fairfax Area Commission on Aging (FACOA)
Re: Report from the FACOA for July to October 2024
Date: October 23, 2024

The FACOA met on July 24, September 18, and October 16, 2024.

The Commission continues to focus on actualizing specific areas of focus outlined in SHAPE the Future of Aging plan, which includes:

Services for Older Adults, People with Disabilities and Family Caregivers, which includes caregiver support and dementia friendly resources.

Housing and Neighborhood Supports, which includes affordable housing, home modifications, home maintenance, villages, and livable communities.

Access to Mobility Options,” which includes transportation, mobility support, and walkability.

Personal Well-being,” which includes community engagement, isolation, public and mental health, and nutrition.

Economic Stability and Planning, which includes financial stability, exploitation, employment, end of life, and business partnerships.

At the July 2024 meeting:

- Beth Ann Margetta, Assistant Program Manager, Fairfax County Area Agency on Aging (FCAAA) gave the FCAAA update on behalf of Director, Tara Turner. She shared that DARS Deputy Commissioner, Kiersten Ware will be meeting with staff on August 28, 2024. Staff will share the active role that FACOA’s played in developing SHAPE the Future of Aging Plan. She also reported on the state’s Dementia Plan.
- Teresa Mandela, StrongerMemory Outreach Coordinator and Ellie Pettoni, Brain Health Coordinator, Goodwin Living presented on the StrongerMemory Initiative which consists of simple mental exercises practiced daily to help improve brain health. They shared the ‘Back to Basics for Better Brain Health’ handout. George Mason University researchers studied program results to determine effectiveness. The initiative is part of the ‘P’ component of SHAPE. The medium term goal is to introduce it in area senior centers and the long-term goal is introduce it to other organizations and schools.

At the September 2024 meeting:

- FCAAA Director, Tara Turner stated that the Department of Aging and Rehabilitative Services Governance, Financial and Program Monitoring Review submitted its report on the FCAAA. It revealed “No Findings,” highlighted the best practices adopted by the FCAAA, and provided some recommendations for improvement.

- Department of Family Services staff presented Adult and Aging Marketing Research and Awareness Campaign Findings – Fairfax County partnered with Identika, a communications and market research firm, to learn about how older adults, adults with disabilities and caregivers in the Fairfax area learn about services. Research objectives were to a) Identify communication gaps faced by the population; and b) inform the development of a campaign to increase awareness. Identika conducted the research from March 21 to April 24, 2024 and used a mixed methods approach which included data analysis, a survey, focus groups, social listening, and environmental scan and community partner feedback. Based on its findings, Identika has developed a series of recommendations including a) strategies to increase awareness; b) improvements to communication materials and channels; c) strategies to leverage trusted messengers; and d) providing timely information, support, and follow-up. Next steps include the development of a marketing and communications plan, testing effectiveness of the proposed strategies by obtaining feedback, fostering partnerships to expand reach and impact, considering updating the website and engaging pertinent audiences and stakeholders.
- Commissioners discussed concerns related to the impact of ‘ageism.’ A motion to investigate the feasibility of holding a summit focused on reframing aging was passed.
- The FACOA chair, reiterated the importance of developing a vision for SHAPE the Future of Aging. Commissioners agreed to consider options and to continue the visioning process at the next meeting.

At the October 2024 meeting:

- AAA Director, Tara Turner shared the concept for a badge developed by Identika, which will be used to represent the FACOA . The wording on the badge is, “Your Fairfax Your Future” with the tagline of “learn, connect, thrive.” Commissioners recommended minor changes but indicated strong approval overall. She shared that the updated SHAPE the Future of Aging Plan is available online at www.fairfaxcounty.gov/topics/shape-future-aging. She also reminded the group that November is National Caregivers’ Month.
- Aimee Brobst, Countywide Strategic Plan (CSP) Division Director and Lori Epp Communications Manager CSP Department of Management and Budget provided and update on the Fairfax Countywide Strategic Plan and its crosswalk with SHAPE the Future of Aging. The CSP was adopted by the Board of Supervisors in October 2021. Its drivers are Equity, Community Outcomes, Data Integration, and Inclusive Engagement. Although age is not specifically mentioned, the plan is designed to reach people at all levels. The plan also intersects with ‘One Fairfax.’ Its ten community outcome areas include:
 - Cultural and Recreational Opportunities
 - Economic Opportunity
 - Effective and Efficient Government
 - Empowerment and Support for Residents facing vulnerability
 - Environment and Energy
 - Healthy Communities
 - Housing and Neighborhood Livability
 - Lifelong Education and Learning
 - Mobility and Transportation
 - Safety and Security

The presenters outlined areas of alignment with SHAPE, specifically in the areas of economic stability and planning, services for older adults and family caregivers, personal well-being, housing, and neighborhood supports, and access to mobility options as well as areas where there are connections at a tactical level. They encouraged commissioners to review the Communities of Opportunity dashboards available on the CSP website to learn more about the plan and current progress. The third annual report is to be released in February 2025.

- Commissioners considered options and agreed upon a SHAPE the Future of Aging vision.

Memorandum

To: Mayor and City Council Members

From: Patti DeiTos, Fairfax City Representative to the Health Systems Agency of Northern Virginia (HSANV)

Re: Quarterly report from July 2024 through October 2024

Date: October 24, 2024

This report covers the committee activities of HSANV from July 2024 through October 2024. The committee met in person 2 times as listed below. The report includes a summary of the Certificate of Public Need (COPN) for Northern Virginia. The committee recommendations are submitted to the Virginia Department of Health to provide determination for final decisions on COPN applications

On September 9, 2024: the board would consider three certificates of public need (COPN) applications:

- UVA Outpatient Imaging Gainesville, Establish MRI Service (COPN Request VA-8768)
- UVA Outpatient Imaging Gainesville, Establish CT Scanning Service (COPN Request VA-8769)
- Loudoun VA PropCo, Expand Loudoun Rehabilitation and Nursing Center (COPN Request VA-8773)

The board recommended approval of the following certificate of public needs applications: UVA Outpatient Imaging Gainesville, Establish MRI Service (COPN Request VA-8768) and UVA Outpatient Imaging Gainesville, Establish CT Scanning Service (COPN Request VA-8769)

The board recommended to deny recommendation of COPN Application: Loudoun PropCo, Expand Loudoun Rehabilitation and Nursing Center (COPN Request VA-8773) due to the following information:

disagreed with Loudoun VA PropCo's view and assertions which amount to arguing that all parties are bound to use a fatally flawed and discredited planning and regulatory process that is inconsistent with the public interest. He outlined two readily available planning methods (trended historical population-based use rates, and annual facility-based service caseloads and trends) available to all parties, including the applicant. These methods are well known to all parties. They can be used to determine more accurate use rates and to make reliable projections of demand and service volumes. There is no acceptable ethical basis or rationale for manufacturing language (e.g., "calculated need" and "numerical need" rather than public need) to facilitate continued reliance on a meritless process. No party's hands are tied. Contrary to the applicant's arguments and private interests, there is no requirement to distort reality or to ignore the public interest.

On October 7, 2024, the board recognized past committee members whose membership have either been fulfilled or resigned from the position. No COPN were presented during this meeting. The next meeting will be held on November 11 to review the one COPN that has been submitted for review.

I have been elected to be the second vice chairperson position for the 2024 – 2025-year activities.

Memorandum

To: City of Fairfax Mayor and City Council

From: Diane Monnig, City Representative to the Fairfax Area Disability Services Board

Re: Quarterly Report July-September 2024

Date: October 23, 2024

- The FA-DSB met in September 2024. The board does not meet in July and August.
- The FA-DSB accepted nominations for the Martha Glennan Award. Winners are honored for demonstrating a commitment to promoting equal rights and community inclusion for people with disabilities. Award categories include individual, group (non-profit or business), and a self-advocate. The Award Ceremony will be held at the December meeting.
- In an effort to identify gaps in service, The DSB partnered with the Fairfax Area Commission on Aging and held two virtual community forums for older adults with disabilities and caregivers in July and August.

Findings from the forums:

The family caregivers and adults with disabilities attending the forums revealed significant challenges in the domains of services, housing, access, personal wellbeing, and economic mobility. Key issues raised include inadequate transportation, high costs of personal care, lack of affordable and accessible housing, perceived ADA compliance failures, and the need for better support and information resources. Helpful resources identified include various community programs, informational websites, and specific organizations catering to disabilities and caregiving. Recommendations emphasize creating portals and AI chatbots for improved access to service information, ensuring ADA compliance, providing affordable legal and personal care support, and enhancing social and community engagement opportunities.

Key Themes

- Lack of accessible transportation was a frequent theme of both forums, being raised by both caregivers and older adults with disabilities. Participants mentioned that they often have to plan far in advance in order to secure accessible transportation. Problems with Metro Access were frequently cited as well as the difficulties of traveling with medical equipment such as oxygen tanks or walkers. The belief that the availability of accessible parking spaces was decreasing was mentioned by multiple participants.

- Affordability of housing was also a major theme mentioned by both groups along with a lack of available accessible housing options.
- Perceived lack of ADA compliance – both groups mentioned examples of what they believe to be landlords or homeowners’ associations failing to follow the requirements of the Americans with Disability act.
- There was a recognition of the need for better financial planning resources, especially for those navigating the complexities of disability income, social security, and pension eligibility.
- The high cost of services, particularly personal care and legal services for estate planning and medical directives was also a significant concern.
- The needs of people with hearing impairment were raised in both forums as representatives of this community attended and responded to the absentee surveys.
- There was a sense of frustration and lack of satisfaction expressed with the systems and programs designed to provide services for older adults and people with disabilities. Systems were described as broken at worst, or at least not helpful.
- There was a clear desire for more social connection opportunities, both for caregivers and those they care for. Caregivers also frequently discussed the personal toll of caregiving, particularly the stress and difficulty in balancing caregiving responsibilities with work and personal life. The lack of available and trusted caregivers exacerbates this strain, making it difficult for primary caregivers to manage their own well-being.
- On November 15th, the DSB is holding a Community Forum for Voters with Disabilities to hear from residents with disabilities about their voting experience in 2024. It will be held virtually from 11:30-1:00pm.

MEMORANDUM

To: City of Fairfax Mayor and City Council

Re: upcoming quarterly meeting for Human Services Committee

To: Lesley Abashian

Cc: Andre Lee and Andrew Wankum

From: Michael Borash, Fairfax City Representative to the Fairfax County Alcohol Safety Action Program

Re: Quarterly Report from the ASAP, July 18 2024 to October 15 2024

Date: October 16, 2024

The ASAP Policy Board met in person for their quarterly meeting on October 16, 2024. A quorum was present.

Minutes were approved for the July 17, 2024 meeting

A financial update was provided by Daniel Boateng, Financial Specialist !! along with Projections for FY 2025 (copy attached.)

“FAIRFAX ASAP’S financial position remains strong and hope to achieve our revenue targets by the end of FY 2025.”

Director Elwood Jones reported the results of a tri-annual financial audit of the Fairfax ASAP and no irregularities or discrepancies were found.

A Client Portal has been introduced that will allow clients to electronically provide important data for ASAP Case Managers as well as accessing information on policies and procedures. The implementation has been a bit slow as admin staff and Case Managers familiarize themselves with the intricacies of the Portal.

The Fairfax ASAP remains short a Case Manager position as a top interviewee for the vacant position did not accept the compensation package offered.

The next quarterly meeting was scheduled for January 2025.

Respectfully submitted,

Michael H. Borash, Fairfax City Representative to the Fairfax County ASAP Policy Board

BYLAWS OF THE Fairfax County Alcohol Safety Action Program Policy Board

DRAFT

Draft of January 1, 2024

Comment: Comments such as this one appear throughout this template, and are included to inform drafters of bylaws about the purposes of each Article, and to provide further instruction on content. They are to be deleted from any working or final draft.

ARTICLE I – NAME

The name of this organization is the Alcohol Safety Action Program by the Board of Supervisors in establishing this body], hereinafter referred to as the “ASAP Policy Board.”

Comment: Sets forth the official name of the board, authority, or commission.

ARTICLE II – PURPOSE

The ASAP Policy Board has been established by the Board of Supervisors of Fairfax County, Virginia (“Board of Supervisors”), pursuant to Virginia law for the purpose of [insert the purpose stated by the Board of Supervisors in establishing this body].

These bylaws replace and supersede the ASAP Policy Board bylaws adopted on [January 17, 2007] prior bylaws’ adoption by the Board of Supervisors] and are effective as of [insert date of these bylaws’ adoption by the Board of Supervisors].

Comment: Sets forth the official purpose of the board, authority, or commission. This can most typically be found in, and should be based closely on, the Board of Supervisors’ action creating the body. If these are the first bylaws for the body, the second paragraph should be deleted. If this is a new body, or one for whom no prior bylaws exist, replace the second sentence with, “These bylaws are effective as of [insert date of these bylaws’ adoption by the Board of Supervisors].”

ARTICLE III – MEMBERSHIP AND TERM OF OFFICE

Appointments. Membership and appointments to the ASAP Policy Board shall be made by the Board of Supervisors and one member by appointed by the Fairfax City Council, and members shall serve for such term or terms as established by the Board of Supervisors.

Resignations and Vacancies. In the event a member cannot serve or resigns from office, then the Chairperson, the clerk or the secretary, or the County staff coordinator shall advise the Clerk for the Board of Supervisors of the vacancy in writing.

Holdovers. In the event a member completes his or her term of office, remains qualified to serve as a member, and the Board of Supervisors has not reappointed that member to another term or appointed a successor member, then that person may continue to serve until such time as the member is reappointed or a successor member is appointed.

Comment: Sets forth the membership of the board, authority, or commission, and imposes a requirement on the Chairperson, the clerk or the secretary, or the staff coordinator to advise the Clerk to the Board of Supervisors of any vacancies. If the Board of Supervisors has established specific offices, terms, or qualifications, they should be detailed above, and the model language under “Appointments” should be revised accordingly. This section also ensures that the Board of Supervisors will receive timely notice of the need to appoint persons to fill any vacancies that may arise. Finally, this section sets forth the “hold-over rule” to prevent a hiatus in government pending the appointment of a successor member.

ARTICLE IV – OFFICERS AND THEIR DUTIES

Elections. The ASAP Policy Board shall be served by three officers: a Chairperson, a Vice-Chairperson, and a Secretary. The Chairperson shall be elected in accordance with the voting provisions of Article V by the ASAP Policy Board members annually and such election shall be scheduled at the first meeting of each calendar year. Two months prior to the election meeting, a slate of candidates shall be nominated during a meeting held pursuant to Article V. After nomination, each candidate shall be polled on his or her willingness and ability to serve as Chairperson of the ASAP Policy Board. At the election meeting, the Chairperson shall be elected from among the willing nominees in accordance with the voting provisions of Article V. At the meeting immediately following the election of the Chairperson, the Chairperson shall nominate the Vice Chairperson and Secretary. After nomination, each candidate shall be polled on his or her willingness and ability to serve as an officer of the ASAP Policy Board. The Vice Chairperson and Secretary shall then be elected from among the willing nominees in accordance with the voting provisions of Article V.

Chairperson. The Chairperson presides over meetings of the ASAP Policy Board and is eligible to vote at all times. The Chairperson has the authority to delegate appropriate functions to ASAP Policy Board members and to request assistance from the County staff supporting the ASAP Policy Board.

Vice-Chairperson. In the absence of the Chairperson at a meeting, the Vice-Chairperson shall perform the duties and exercise the powers of the Chairperson. In the event that neither the Chairperson nor the Vice-Chairperson is available, the member present with the longest tenure on the ASAP Policy Board shall act as Chairperson.

Secretary. The Secretary, or a duly appointed agent, shall be responsible for recording the minutes of meetings.

Replacement Officers. If an office becomes vacant for any reason, it shall be filled by an election at the next regular meeting having a majority of members present. The newly elected officer shall complete the unexpired term of the officer succeeded. Prior to the election of any replacement officer, all members shall be provided with notice of the proposed election before the meeting at which the replacement is elected.

Comment: Sets forth requirements for a presiding officer who shall be the Chairperson, for a

Vice-Chairperson to preside in the absence of the Chairperson, and for a Secretary. As with Article III, any specific officers, election/appointment procedures, or other requirements of officers set forth by the Board of Supervisors or applicable law should be included here, and the model language revised accordingly. As a template and in lieu of any other requirements, this Article provides that election of those officers shall be done at the beginning of each calendar year, and any time thereafter, after prior notice, to fill a vacancy in the event such an officer resigns or is unable to serve. Also, please note that Article V requires that actions be taken in public session and that no vote be taken by secret or written ballot or by proxy. Those voting requirements apply to the election of officers.

ARTICLE V – MEETINGS

VFOIA. All meetings shall be open to the public except as provided under the Virginia Freedom of Information Act, Virginia Code § 2.2-3700 *et seq.*, as amended ("VFOIA"). "Meeting" or "meetings" means the meetings including work sessions, when sitting physically, or through electronic communication means pursuant to the VFOIA or other applicable Virginia law, as a body or entity, or as an informal assemblage of (i) as many as three members or (ii) a quorum, if less than three, of the constituent membership, wherever held, with or without minutes being taken, whether or not votes are cast, of any public body. The [insert short name] may hold public hearings and report its findings to the Board of Supervisors on [insert short name] issues that affect the public interest.

Notice and Agenda. Notice and the agenda of all meetings shall be provided as required under the VFOIA. All meetings shall be preceded by properly posted notice stating the date, time, and location of each meeting. Notice of a meeting shall be given at least three working days prior to the meeting. Notice of emergency meetings, reasonable under the circumstances, shall be given contemporaneously with the notice provided to [insert short name] members. Notices of all meetings shall be provided to the Office of Public Affairs for posting at the Government Center and on the County Web site. All in person and remote participation meetings shall be conducted in public places that are accessible to persons with disabilities. Public access via electronic communication means must be provided for all-virtual public meetings.

Frequency. The ASAP Policy Board shall meet quarterly or as determined by the Chairperson. Meetings shall be held at a time agreed to by a majority of the ASAP Policy Board members, and at a place arranged by the staff of the supporting County department.

Members: The Policy Board shall consist of not more than (16) members. The Policy Board shall be comprised as follows:

- The Fairfax Commonwealth's Attorney or their designee;
- The Fairfax County Chief of Policy or their designee;
- A representative from Mothers Against Drunk Driving;
- A representative of the Fairfax County Executive;
- A representative of the Fairfax/Fall Church Community Services Board or designee;
- The Fairfax County Commonwealth's Attorney or his designee;

A representative of the Fairfax Bar Association;
A representative of the Fairfax City Council;
Up to eight (8) at large representative appointed by the Fairfax County Board of Supervisors.

Voting. A quorum is necessary for a vote. A 2/3 of the members of the ASAP Policy Board must be in attendance to constitute a quorum. In making any recommendations, adopting any plan, or approving any proposal, action shall be taken by a majority vote of ASAP Policy Board members present and voting. Upon the request of any member, the vote of each member on any issue shall be recorded in the minutes. All votes of [insert short name] members shall be taken during a public meeting, and no vote shall be taken by secret or written ballot or by proxy.

Conduct. Except as otherwise provided by Virginia law or these bylaws, all meetings shall be conducted in accordance with *Robert's Rules of Order, Newly Revised*, and except as specifically authorized by the VFOIA, no meeting shall be conducted through telephonic, video, electronic, or other communication means where the members are not all physically assembled to discuss or transact public business.

Public Access. For any meeting, at least one copy of the agenda, all agenda packets, and, unless exempt under the VFOIA, all materials furnished to [Fairfax ASAP Policy Board] members shall be made available for public inspection at the same time such documents are furnished to the [insert short name] members. Pursuant to the VFOIA, any person may photograph, film, record, or otherwise reproduce any portion of a meeting required to be open, but such actions may not interfere with any [insert short name] proceedings.

Records. The Secretary or an appointed representative shall ensure that minutes of meetings are recorded as required under the VFOIA. Minutes shall include: (1) the date, time, and location of each meeting; (2) the members present and absent; (3) a summary of the discussion on matters proposed, deliberated, or decided; and (4) a record of any votes taken. Such minutes are public records and subject to inspection and copying by citizens of the Commonwealth or by members of the news media. The supporting County department shall provide staff support to review and approve records and minutes of the meeting.

Attorney-Client Privilege. Records containing legal advice from counsel to the [ASAP Policy Board], and advice provided in closed session by legal counsel to the [insert short name], are protected by the attorney-client privilege and from disclosure under the VFOIA. Any such records or advice should not be disclosed by members of the [insert short name] to any third party, or the privilege against disclosure may be waived. Questions regarding the handling of records or advice subject to attorney-client privilege should be directed to the [ASAP Policy Board]'s legal counsel.

Comment: This Article sets forth and highlights the basic statutory requirements for meetings of public bodies that are imposed by the Virginia Freedom of Information Act. Also, it

establishes *Robert's Rules of Order, Newly Revised*, as the standard for questions of parliamentary procedure. *Robert's Rules* is a standard procedural reference for such bodies.

ARTICLE VI - ATTENDANCE AND PARTICIPATION

Any member who misses ASAP Policy Board three consecutive meetings or more than half of the scheduled meetings within a 12-month period, or who fails to participate in the work of the without good cause acceptable to a majority of the other [ASAP Policy Board] members may be subject to removal from the ASAP Policy Board.

ARTICLE VII - REMOVAL

Any ASAP Policy Board member(s) may be recommended to the Board of Supervisors for removal from the ASAP Policy Board for cause, including but not limited to cause as set forth in Article VI, by a two-thirds majority vote of all of the ASAP Policy Boards members. The members' authority to recommend removal under these bylaws neither limits nor waives the Board of Supervisors' authority to remove members from the ASAP Policy Board as provided by law.

Comment: This Article is included at the request of the Board of Supervisors, and should be retained unless in conflict with applicable law.

ARTICLE VIII – COMMITTEES

Standing. The Chairperson may appoint standing committees and a chairperson for each with the consent of a majority of the ASAP Policy Board members present and voting.

Special. The Chairperson may appoint special committees and a chairperson for each with the consent of a majority of ASAP Policy Board members present and voting.

All meetings of any such committees shall comply with the notice and other requirements of the VFOIA. To the extent practicable, any such committees shall be composed of at least four members. Committee meetings may be held at the call of the Chairperson or at the request of two members, with notice to all members.

Comment: This Article permits the creation of committees, but it encourages all such committees to have at least four members. The reason for this is that if there is a committee with only two or three members, then those persons could not meet or communicate by telephone without triggering the notice requirements of VFOIA. Having committees of at least four members will allow any two members to communicate. A meeting of three or more members of any committee with more than three members would be a public meeting that would require notice and public access.

ARTICLE IX – ANNUAL REPORT

The ASAP Policy Board shall prepare an annual written report that describes the actions of the plan for future actions of the ASAP Policy Board and activities. This report shall be provided to

the Clerk to the Board of Supervisors for distribution to the members of the Board of Supervisors and to the County Executive.

Comment: This Article requires preparation an annual written report to the Board of Supervisors, which is typically – but not always – required by the Board.

ARTICLE X – COMPLIANCE WITH LAW AND COUNTY POLICY

The ASAP Policy Board shall comply with all Virginia laws, including, but not limited to, the VFOIA, and the Virginia State and Local Government Conflict of Interests Act, Virginia Code § 2.2-3100 *et seq.*, as amended, with all County ordinances, and with all County policies concerning the activities of its boards, authorities, and commissions. In case of a conflict between a provision of these bylaws and any applicable ordinance or law, the provisions of the applicable ordinance or law, as the case may be, shall control.

Comment: This Article requires compliance with all Virginia laws, County ordinances, and County policies.

ARTICLE XI – AMENDMENT OF BYLAWS

These bylaws may be amended by the ASAP Policy Board by adopting the proposed amendment or amendments and by presenting those proposed changes for approval to the Board of Supervisors. Any such amendments to bylaws shall become effective upon approval by the Board of Supervisors.

Comment: County policy requires that all bylaws of County boards, authorities, and commissions, and any amendments to any such bylaws, be submitted to the Board of Supervisors for approval.



County of Fairfax, Virginia

CONFIDENTIAL

To protect and enrich the quality of life for the people, neighborhoods, and diverse communities of Fairfax County

Date: October 14th, 2024

TO: ASAP Policy Board Members and Attendees

FROM: Daniel Boateng, Financial Specialist II

SUBJECT: Financial Update for Fairfax ASAP

PROJECTIONS FOR FY 2025

Fairfax ASAP is projecting a **\$68,474.18** surplus for the FY 2025. ASAP expects to collect **\$1,847,255** in revenues. The total projected expenditures are expected to be **\$ 1,778,532**.

ASAP has a reserve balance of **\$192,698**. ASAP will offset any negative balance on its fund statement by using its reserve. There was a modest increase of **\$6,630** from FY2024 reserve balance of **\$186,068**

ASAP is projected to make some further savings of about **\$12,062** from the salary of a Probation Officer who resigned two months ago. Her replacement is yet to be announced, helping to make further savings. There are also further reductions in benefits which will also reduce expenditures.

Fairfax ASAP's financial position remains strong and hope to achieve our revenue targets by the end of FY2025.

Thank you

FAIRFAX COUNTY ALCOHOL SAFETY ACTION PROGRAM
NINETEENTH GENERAL DISTRICT COURT
10700 Page Avenue, Suite 201
Fairfax, VA 22030
Phone: 703-246-ASAP (2727) Fax: 703-691-2798
Virginia Relay Center TTY: 711

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**Report to the Human Services Committee
From Penelope “Penny” Rood
The Continuum of Care Board**

AUGUST MEETING

The staff of the COC first reported on funding opportunities to address housing and homelessness issues.

Staff reported that the COC is assisting with applications for annual HUD funding which are due on October 30th. The COC Builds applications for funding are due on November 21st. Potentials monies for these grant applications is up to 7.5 million dollars. 10% of the funds can be used for administration and 20% of the funds can be used for operating costs. The Selection and Ranking Committee will review and prioritize the applications which will be recommended for possible HUD funding. Lesley Abashian, Director of Human Services for the City of Fairfax, serves on the Section and Ranking Committee. The committee ranks applications for funding on criteria based on HUD criteria. \

The staff then updated the COC on the closure of the 2 Encampment sites; the Reston site and the Pump House site located just east of the City of Fairfax. Street outreach workers are engaging with the occupants of the sites to assist in transitioning individuals out of the sites. Mental Health Specialists from the CSB will be on site at the time of the closure of the sites to work with individuals in lieu of necessitating police involvement.

There was an extended conversation regarding the need to address emergency housing. During hypothermia season, many of the homeless are provided with temporary shelter. However, during the remainder of the year there are no resources, especially for single adult individuals who find themselves homeless. Staff was requested to provide the numbers of individuals who request emergency shelter and how long it takes for these individuals to actually obtain shelter. Staff will address the issue and report back at the September meeting.

SEPTEMBER MEETING

Updated report on Federal funding opportunities. Applicants for HUD grants to deal with homelessness can apply for various grants totaling \$13,087,355.00. Of this amount, \$10,279,862 is for renewal funding of existing programs.

Other HUD funding opportunities include:

1. Bonus funding for new projects totaling \$1,233,583—this is not guaranteed funding
2. Bonus funding for Domestic Violence programs totaling \$1,059,917-this is not guaranteed funding
3. \$513, 993 Planning Grand Funding

Staff reported that there were 2 applications for the Bonus Funding for new projects and that there are no applications at this time for Domestic Violence bonus funding. There are 18 applications for Renewal Funding. The grants are for a term of one year and can be renewed.

Fairfax County will be applying for Planning Grant Funding. In the past, the County has used this grant money for training and additional support. The closing date for applications is October 30th.

The Selection and Ranking committee is scheduled to meet on October 23rd. The projects will be evaluated using a Monitoring and Evaluation tool which is developed yearly.

The COC Board will then decide which projects are submitted to HUD for potential funding.

Staff then provided a report on the Encampment Closures of both the Reston site and the Pump House site located in Providence District just east of the City of Fairfax. The final closure of the Reston site was September 10th. 70 people are now in temporary overnight housing at the North County Human Services Building.

The Pump House site was closed on September 4th. There were no major issues with either closure nor was there any police action required at either site. There was available temporary housing provided former occupants of the Pump Hill site.

The Board again discussed Adult Emergency Shelter capacity. Staff reported that the average wait time between June and August of 2024 for individuals needing emergency housing was 33 days. Typically, 350 individuals are on the wait list for shelter and the average length of time on the list is 73 days. 345 individuals were removed from the list after 90 days.

Staff gave an update on a search for a contractor or contractors to assist the COC Board in developing a plan to address/update the 10 Year plan regarding the current needs of the unhoused population. Staff are diligently working on the issue but have not been able to hire a contractor who is currently eligible to provide facilitation services to Fairfax County agencies. An RFP may need to be issued which is a lengthy process. Members of the Committee also suggested that we may want to proceed with developing/updating the plan without a facilitator.

Staff reported that a presentation was made to the Interjurisdictional Committee of the City of Fairfax and the County of Fairfax.

The Report from the October COC Board Meeting will be presented to the Human Services Committee on the 29th. The agenda for the October COC board meeting includes:

- Update on CoC Funding Opportunities

- Update on hiring a Community Engagement and Strategic Planning Contractor
- Discussion of the NAACP Recommendations on Homeless Encampments sent to the County of Fairfax Board of Supervisors

Submitted October 23, 2024 by Penelope Rood

MEMORANDUM

To: Mayor and City Council

From: Anita Light, Fairfax City Representative to the Fairfax County Coordinating Council Of Aging and Adults with Disabilities

Re: Quarterly Report from the CCAAD from July to September 2024 and Fairfax Village in the City from July to September 2024

Date: October, 2024

This report will cover Q3 July meeting of CCAAD and Q3 of 2024 of the Social Connection Committee of the CCAAD, and Q3 of the Fairfax Village in the City.

The CCAAD committee met in person for July 10, 2024 for the Q3 report. In addition, the Social Connections Sub-committee of the CCAAD also met June 5, 2024, July 3, 2024, and September 4, 2024.

This report also includes a summary of activities of the Fairfax Village in the City for July – September, 2024.

At the July 10, 2024 CCAAD meeting, the following presentations were made:

- 1. Elderlink’s Exploring the Dimensions of Aging Program Presentation** - Lauren Elcesser, ElderLink Director, Kristin Martin, ElderLink Manager of Case Management, Julie Mezainis, ElderLink Social Work Case Manager, Deme Warner, ElderLink Social Work Case Manager

The “Exploring the Dimensions of Aging” programs conducted by ElderLink are immersive video training platforms that allow participants to see through the eyes of those facing well-being challenges. These are free 75-minute virtual sessions facilitated by ElderLink currently on three topics- Social Isolation, Elder Safety and Well-Being, and Parkinson’s Disease and Lewy Body Dementia. The target audiences for these programs are professional caregivers, family caregivers, neighbors and friends of those who are aging, and those with a vested interest in the needs of older adults. Participants receive a pre and post survey to examine awareness of the topic issues before and after each session. Those participating in the sessions have expressed an increased confidence in dealing with issues of isolation, and 100% said they were very likely to recommend “Exploring Dimensions of Aging through Virtual Reality” based on their training experience. The CCAAD viewed an abbreviated virtual training program on Social Isolation. The Exploring the Dimensions of Aging options currently offered in Fairfax County by ElderLink are three of a total of eleven options. Once participants are enrolled in the county conducted programs, the participant can have access to the other eight options. The Exploring the Dimensions of Aging programs are offered monthly at no cost. Information regarding times and dates are available on the ElderLink, INOVA, and Fairfax County websites- [ElderLink | Inova](#) and [Online Registration – Exploring Dimensions of Aging - HSCODE - Fairfax County, Virginia](#).

2. **SHAPE Update** – Cathy Cole, Commission on Aging Chair
 Cathy Cole stated the purpose of SHAPE is to act as a North Star for Fairfax County senior planning efforts. This initiative has short and long-term recommendations. An overarching theme is the issue of Communication, that intended recipients often do not know of county programs that could assist them. A firm has been hired to conduct a market research study to identify how people best learn about something, and what tools can be used to enhance this. Under consideration is a Mobile Fleet Outreach along the lines of the Care Mobile, currently hosted by Service Source to promote programs and services. In other efforts, there are two forums, one July 31 and one August 2nd, to gather information regarding needed disability services. Housing is a concern and in particular home accessibility for the elderly. It is a goal to increase awareness of and distribute information regarding the benefits of Home Sharing. Mobility enhancement is an additional goal. Transportation remains a concern; they are seeking to distribute information on transportation options through libraries. Concurrently, a volunteer driver study is being done so that by the end of the summer incentives can be identified to encourage persons to register to be volunteer drivers for the elderly and disabled in programs such as NV Rides. SHAPE wants to also enhance the sense of personal well-being in its target populations. This includes memory programs and programs for personal economic stability and planning. One such effort is Brightpath hosting programs in county senior centers. Another is supporting law enforcement’s Silver Shield program that increases awareness of scams targeting the elderly and disabled. Information on these programs is being distributed through the county’s tax bills. Cathy Cole highlighted a student initiative that grew out of this past year’s Think Tank where students assist seniors to become “Scam Cops.” In closing, Cathy emphasized that this is a time to think big this is to time to put everything on the table.

The Social Connections Committee met June 5, 2024, July 3, 2024, and September 4, 2024.

The primary work of the committee during this quarter continues to be keeping informed of the progress of the development of the SHAPE Plan and its impact on the work of the Social Connections Committee. Additionally, the committee has developed the parameters for a pilot that focuses on how to increase awareness of social isolation and the need for social connections to positively impact social, emotional, and physical health. A pilot has been proposed and agreed to by the Steering Committee of the CCAAD as well as the Personal Well-being component of the SHAPE committee. Plans are being made to finalize the parameters of the pilot and the committee looks toward implementation in January 2025.

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Fairfax Village in the City Advisory Board met July 24, 2024 and September 25, 2024.

Primary activities include the following:

- The member, volunteer, and Board evaluation has been conducted and results are being compiled with the plan for a final report by the end of 2024.
- The **Village Annual Report** was presented to City Council on July 9, 2024.
- **Advisory Board New Member Andrea Bryk** was officially voted on at the July board meeting and will attend her first board meeting in September 2024. Andrea is an attorney in the city and will be representing the Central Fairfax Chamber of Commerce in lieu of Jennifer Rose. Andrea’s area of focus is on estate planning and has provided educational programs to seniors on this and various other topics.

- **National Virtual Summit Presentation:** The Fairfax Village in the City submission, entitled ‘Making an Impact with a Parent-Sponsored Village’ was presented by Anita Light, Carolyn Sutterfield, and Jason Scadron at the National Virtual Village Gathering held on September 25-26, 2024. The Summit was attended by over 300 village members with over 40 participants in our session. Fairfax Village in the City is a unique model because there are very few parent-supported villages in the country, although it seems that other groups are trying to get similar support and funding. Anita, as an Ambassador for the national research project supported by Village to Village Network, Rand Corporation and Rutgers University to examine the types of research needed to demonstrate to decision-makers a village’s value to a community, was also asked to be on a Summit panel that spoke about this project.
- **The Advisory Board Retreat** will be held on Saturday, October 5, 2024.
- **The Advisory Board** will participate at the Fall Festival on October 12, 2024 and is sponsoring the Volunteer Appreciation Event (an ice cream social) to be held at Blenheim on October 9, 2024

MEMORANDUM

TO: City of Fairfax Mayor and City Council

FROM: Andre Lee, Fairfax City Representative to the Fairfax County Advisory Social Services Board (ASSB)

SUBJECT: Quarterly Report from the ASSB, August 2024 through October 2024

DATE: October 28, 2024

The ASSB continues to monitor the formation and implementation of social welfare programs, hearing from representatives of the Department of Family Services (DFS) to provide feedback on its various service performances and future plans. The ASSB continues to meet in person and has done the following:

- **In August**, a new member orientation was held for: Jessica Du Bois (Braddock), Sue Armstrong (Falls Church), Marcia McDevitt (Hunter Mill), and Hillary Hogan (Springfield).
- **In September**, Director Becketts announced several leadership changes.
 - DSVS Division Director, Toni Zollicoffer has been selected for the Chief Equity Officer role and is leaving the Department of Family Services.
 - Marika Hannem, Deputy Director of Operations, is retiring but will return parttime. Her replacement is Marie Gibbon, who will start on October 7.
- Sue Armstrong will take on the role of ASSB rep in the Homelessness Continuum of Care (CoC); the board unanimously agreed.
- A vacant role to Consolidated Community Funding Advisory Committee (CCFAC) is available, and ASSB is waiting for members to decide to fill it.
- Sandra Slappey Brown, Asst. Division Director for Operations in Child Welfare, answered questions on budget performance measures for Children Youth and Family (CYF) Services and its system of Structured Decision Making (SDM) using defined response times.
- Janet Bessmer, Children's Services Act (CSA) Program Manager, shared an overview of the CSA and answered questions about CSA performance indicators and the many health and welfare factors of each child that are considered
 - Chair Martinez asks if these services are available for undocumented residents; they are.
- Sandra Slappey Brown notes that we are successful in Fairfax County using upstream services to keep kids out of foster care, that the county has the lowest rates in the nation, and how it takes significant steps to avoid separating children from their families.
- **In October**, performance data discussions continued with focus on Public Assistance and Employment Services, Adult and Aging Services, & Domestic and Sexual Violence Services. I was unable to attend due to recovery from surgery and will have an update in my next report once I get details from our Secretary.



Community Forum for Voters with Disabilities

November 15

The Fairfax Area Disability Services Board (FA-DSB) would like to hear from Fairfax County, City of Falls Church, and City of Fairfax residents with disabilities about their voting experience in 2024.

A virtual community forum will be held to focus on accessible voting topics to include but not limited to voting options, ballot marking devices, and curbside voting. The FA-DSB would like to identify any gaps in service, challenges, and/or concerns as it relates to accessible voting.

The information collected at the community forum will be shared with the Board of Supervisors in hopes that it will inform county officials on how to improve the accessible voting process for persons with disabilities in the future. The Fairfax County Office of Elections will be present during the community forum in a listening-only capacity.

Community Forum for Voters with Disabilities (Virtual via Zoom)

Friday, November 15, 2024

11:30 a.m.–1 p.m.

This is an opportunity to get directly involved and have your voices heard.

Space is limited.

To attend, register by scanning the QR code or visiting
<https://forms.office.com/g/caFk4WDqiD>

Registrants will receive an email with access instructions.



To request reasonable ADA accommodations or language interpretation, call Ann Kim at 703-324-7486/TTY 711, or e-mail: Ann.Kim@fairfaxcounty.gov.



FAIRFAX COUNTY DEPARTMENT OF
FAMILY SERVICES

