

MEETING MINUTES

Alexandria Community Services Board Meeting

4850 Mark Center Dr. Alexandria, VA

Conference Room #1301

March 7, 2024 – 6:30 pm

Members Present: Mary Lyman, Chair
Mary Catherine Gibbs, Vice Chair
Michele Walz
Krista Oberlander
Marjorie Leong Greenberg
Marybeth Plaskus
Abdulahi Abdalla
Erica Hamilton
Luisa Lancetti
Ian Ring

Members Absent: Brian Marvin (Excused)

Staff: Phillip Caldwell, Center Director for Adult Services, DCHS
Jennifer Kane, Director of Quality Assurance
Celestine Chew, Admin Support Supervisor

Ms. Lyman called the Board Meeting to order at 6:48 p.m.

I. PUBLIC COMMENT

- There was one person from the public in attendance, who did not have any comments.

II. CONSENT ACTION ITEMS

- Approval of February 1, 2024, Board Minutes: On a motion by Ms. Erica Hamilton, seconded by Ms. Mary Catherine Gibbs, the Board unanimously approved the minutes of the February 1, 2024, Board meeting.

III. DISCUSSION ITEMS

- Jennifer Kane discussed the Corporate Compliance Review and the Incident Report Analysis. There were only 2 investigations in January and February 2023. One incident reported was a PHI disclosure when multiple clients' medication information with a pharmacy that was not serving them. The results of these investigations were additional training for the staff in areas such as Policy and procedures, drills, and more supervision. Corrective actions also included Incident Report training. The incidents happened in the group homes.
- The Annual Incident Report covers the period December 2022 through November 2023. The report issued in compliance with DBHDS requirements, which reflect the state focuses on

continuous quality improvement. Client illnesses and injuries are the principal incidents of concern. Although total incidents declined significantly, there was an increase in operational incidents in 2023, due to the move of many programs to the Mark Center. APS and Social Services incidents are not in this report.

- Board members had an extended discussion about concerns raised by Ms. Hamilton with the methodology for reporting multi-level incidents.

IV. BOARD CHAIR COMMENTS /CONCERNS

- Mr. Caldwell stated the letter sent to the city officials regarding funding for recruitment and retention was received very well. On April 3, 2024, there will be a budget session where the request may be discussed. The state will fund the Marcus Alert position. The state met in September 2023 to fund Supported Housing and halfway homes. There are funds to support 35 individuals. The goal is to support 75 individuals.
- Mr. Caldwell discussed reasons why staff are leaving to work in Arlington, Fairfax, and the neighboring jurisdictions. The departures are not always salary related.
- March 15, 2024, is the cutoff date to attend the VACSB conference May 1-3 in Norfolk, VA. If you are interested in attending, please let Celestine Chew know.

Adjournment

Having accomplished all items on the published agenda and on a motion by Mr. Ian Ring, and seconded by Ms. Marjorie Greenberg, Ms. Lyman adjourned the meeting at 8:25 pm.

Respectfully submitted,
Celestine Chew