




To the Honorable Council  
City of Norfolk, Virginia

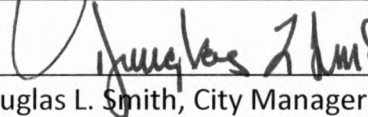
March 5, 2019

From: Sarah Paige Fuller, Director  
Community Services Board

**Subject:** MH STEP-Virginia Outpatient  
Primary Care Screening and  
Monitoring Grant

Reviewed:   
James A. Rogers, Deputy City Manager

**Ward/Superward:** Citywide

Approved:   
Douglas L. Smith, City Manager

**Item Number:**

**C-4**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item is an ordinance to accept a grant of \$141,403 from the Virginia Department of Behavioral Health and Developmental Services for the Norfolk Community Services Board to implement the Outpatient Primary Care Screening and Monitoring Component of the DBHDS' initiative of Mental Health System Transformation, Excellence and Performance in Virginia (MH STEP-VA).

IV. **Analysis**

This grant is an award of \$141,403 from the Virginia DBHDS to implement the second step of the STEP-VA.

V. **Financial Impact**

\$141,403 is for FY2019. No match required. The grant is funded through NCSB Performance Contract.

VI. **Environmental**

N/A

VII. **Community Outreach/Notification**

Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.

**VIII. Board/Commission Action**

N/A

**IX. Coordination/Outreach**

This letter and ordinance have been coordinated with City Attorney's Office, City Finance Department, and Grants Management.

Supporting Material from the Norfolk Community Services Board:

- Ordinance
- Grant award document

Form and Correctness Approved

By *Jack E. Lord*  
Office of the City Attorney

Contents Approved:

By *[Signature]*  
DEPT. Norfolk Community Services Board

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

*2/7/19*

\$ 141,403<sup>00</sup>  
*Christine Sanchez*  
Director of Finance

2275-31-9355-9355  
Account  
2/8/19  
Date

*AMS 2/7/19*

NORFOLK, VIRGINIA

### ORDINANCE No.

AN ORDINANCE ACCEPTING, APPROPRIATING AND AUTHORIZING THE EXPENDITURE OF A GRANT AWARD OF \$141,403 FROM THE VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES FOR THE NORFOLK COMMUNITY SERVICES BOARD TO IMPLEMENT THE OUTPATIENT PRIMARY CARE SCREENING AND MONITORING COMPONENT OF THE DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES' INITIATIVE OF MENTAL HEALTH SYSTEM TRANSFORMATION, EXCELLENCE AND PERFORMANCE IN VIRGINIA (MH STEP-VA).

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BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a grant of \$141,403<sup>00</sup> from the Virginia Department of Behavioral Health and Developmental Services (DBHDS) for the Norfolk Community Services Board to implement the Outpatient Primary Care Screening and Monitoring Component of the DBHDS' initiative of Mental Health System Transformation, Excellence and Performance in Virginia (MH STEP-VA) is hereby accepted.

Section 2:- That \$141,403<sup>00</sup> in grant funds are hereby appropriated and authorized for expenditure, if and when the grant funds are received from the Department of Behavioral Health and Development Services.

Section 3:- That this ordinance shall be in effect from and after its adoption.



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF

BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

S. HUGHES MELTON, MD, MBA  
FAAFP, FABAM  
COMMISSIONER

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Richmond, VA 23218-1797

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[www.dbhds.virginia.gov](http://www.dbhds.virginia.gov)

January 23, 2019

Ms. Sarah Paige Fuller, Executive Director  
Norfolk Community Services Board  
225 W. Olney Road  
Norfolk, VA 23510

Dear Ms. Fuller:

On January 16, 2019, initial Primary Care Screening funds were distributed via warrant 14. The amount each CSB received was less than the amount expected based on the Formula 3 numbers the agency distributed. We understand this has caused extra work on your end and apologize for the confusion.

A one-time adjustment is being made to warrant 15 to ensure the full FY 2019 general fund appropriation\* of \$3,720,000 is distributed across the 40 CSBs using Formula 3. Assuming the Appropriations Act does not change, in FY 2020, warrant payments will be distributed based on Formula 3.

The Department of Behavioral Health and Developmental Services (DBHDS) is pleased to partner with Norfolk Community Services Board to implement primary care screening and monitoring under STEP-VA. Primary care screening and monitoring is a critical element of STEP-VA because individuals with serious mental illnesses are known to be at higher risk for poor physical health outcomes largely due to unidentified chronic conditions. Therefore, it is important for behavioral health staff to provide primary care screening that would identify and provide related care coordination to ensure access for needed physical health care.

This letter serves as notice that DBHDS agrees to provide \$141,403<sup>k</sup> in state funds to Norfolk Community Services Board for these purposes. These funds cover FY 2019. A copy of the Primary Care Screening definition is attached to this memorandum for your reference. The attached document details the updated warrant schedule.

If necessary, Exhibit D of the performance contract will be updated to reflect the requirements related to the actions outlined in this memo. Should you require any additional information or have questions please contact Gabriella Caldwell-Miller, Ph.D., LPC, Director, Office of Adult Community Behavioral Health Services at [gabriella.caldwell-miller@dbhds.virginia.gov](mailto:gabriella.caldwell-miller@dbhds.virginia.gov) or 804-774-4470 (Office).

Sincerely,

Mira Signer, Deputy Commissioner  
Community Behavioral Health Service Division

xc: Gabriella Caldwell-Miller  
Andrew Deifenthaler

\* Appropriations Reference: HH. Out of this appropriation, \$3,720,000 the first year and \$7,440,000 the second year from the general fund is provided for primary care outpatient screening services at Community Services Boards and Behavioral Health Authorities as required by Chapter 607, 2017 Acts of Assembly. "<https://budget.lis.virginia.gov/get/budget/3619/>