

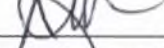


To the Honorable Council  
City of Norfolk, Virginia

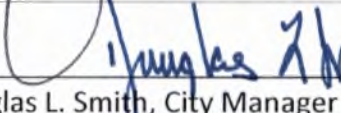
June 25, 2019

From: Sarah Paige Fuller, Director  
Norfolk Community Services Board

**Subject:** Acceptance of a Same Day Access  
Grant in the amount of \$12,266.25

Reviewed:   
James A. Rogers, Deputy City Manager

**Ward/Superward:** Citywide

Approved:   
Douglas L. Smith, City Manager

**Item Number:** C-5

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item is an ordinance to accept a grant of \$12,266.25 from the Virginia Department of Behavioral Health and Developmental Services ("DBHDS") for the Norfolk Community Services Board ("CSB") to support Same Day Access ("SDA") services.

IV. **Analysis:**

As of March 2019, all CSB's in Virginia are offering SDA services. The purpose of SDA is to provide a clinical assessment to any individual on the day they come to the CSB during open access hours. This process greatly improves individuals' satisfaction and engagement in services. This also reduces the number of people who fail to show up for appointments, so it saves CSB staff time the assessment process.

V. **Financial Impact:**

This grant is a one-time award of \$12,266.25 from the Virginia DBHDS to fund SDA related needs. There is no local match required. This grant will provide funding for transportation for SDA clients, safety enhancements in the new facility's intake/SDA area, and a welcoming space for our SDA clients in SDA area of the new facility. This grant is restricted to SDA related needs.

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, Department of Finance, Grants Management and the Norfolk Community Services Board.

Supporting Material from the Norfolk Community Services Board:

- Ordinance
- Grant award document

Form and Correctness Approved

*BAP*

By *[Signature]*  
Office of the City Attorney

Contents Approved:

By *[Signature]*  
DEPT. Community Service 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.

*JSA*  
*6/4/19*

\$ 12,266.25

2275-31-9178-918

*[Signature]*  
Director of Finance

Account  
6/4/19  
Date

NORFOLK, VIRGINIA

*AMS 6/4/19*

### ORDINANCE No.

AN ORDINANCE ACCEPTING, APPROPRIATING, AND, AUTHORIZING THE EXPENDITURE OF A GRANT OF UP TO \$12,266.25 FROM THE COMMONWEALTH DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENT SERVICES, FOR SAME DAY ACCESS SERVICES.

- - -

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

Section 1:- That a grant of up to \$12,266.25 from the Commonwealth Department of Behavioral Health and Development Services for Same Day Access services is hereby accepted.

Section 2:- That the sum of \$12,266.25 in grants funds is hereby appropriated and authorized to be expended if and when made available.

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





# COMMONWEALTH of VIRGINIA

DEPARTMENT OF

BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

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

Post Office Box 1797  
Richmond, VA 23218-1797

Telephone (804) 786-3921  
Fax (804) 371-6638  
[www.dbhds.virginia.gov](http://www.dbhds.virginia.gov)

May 22, 2019

Dear Executive Directors:

I am pleased to inform you that all Community Service Boards (CSB) have been awarded \$12,266.25 in Same Day Access (SDA) funding for FY19.

These funds are to be used to support Same Day Access services. These funds will be restricted for this specific purpose and the Community Service Boards must only utilize these funds for SDA related needs.

These funds will be transferred to each CSB via warrant # 24 from the Department on June 14, 2019.

Please contact your Regional Behavioral Health Consultant or Margaret Steele if there are any questions.

Sincerely,

Margaret Steele, LPC  
Director of the Office of Adult Community Behavioral Health

CC: DBHDS program staff  
DBHDS fiscal  
CSB program staff  
CSB fiscal