

**POWHATAN COUNTY CHILDREN'S SERVICES ACT
COMMUNITY POLICY AND MANAGEMENT TEAM**

DATE: May 23, 2019

1. The meeting was called to order on May 23, 2019 at 9:00 a.m. in the Goochland-Powhatan Community Services Board Room. Stacy Gill chaired the meeting.

2. Present:

Stacy Gill/Chair, CSB
Charla Schubert/Treasurer, Finance Director
Vicki Stamps/Vice-Chair, Health Department
Sharon Rochelle, DSS
Loretta Mabry for Lynn Clayton-Prince, Schools
Danny Smith, Sheriff's Department
Phoebe Wright/Parent Rep
Colleen Hazard/Secretary, 11th District CSU
Ted Voorhees, County Administrator
Audra Morris, Children's Services Manager

Absent:

Rob Johnson/Private Provider Rep, Grafton
Katie Wojcicki/FAPT Chair, Schools

3. Audra Morris added Expenditure of Funds Policy to the Administrative Items.

4. On a motion by Phoebe Wright and seconded by Sharon Rochelle, the Consent Agenda items were approved as presented or amended: a.) 3.28.19 CPMT Minutes and b.) March & April 2019 Pool Reports.

5. Audra Morris reported the following FY19 Financials:

-Local Medicaid Match:	\$58,503 (through March 2019)
<u>Encumbrances and Expenditures:</u>	
-CSA:	\$ 1,679,711
-Wrap-Around:	\$ 16,014
-PSSF:	\$ 17,985.22-FINAL

-FY'20 PSSF will not be available until late June or July

The following administrative items were reviewed:

- a. Audra Morris presented preliminary FY'20 Roster, Officer Rotation, and Meeting Calendar. The Team discussed and made appropriate updates (copies available upon request).
- b. Audra Morris provided the Team with Family's First Act updates (copies available upon request).
- c. Audra Morris provided the Team with the results from the annual Service Gap Survey: The top 5 service gaps included: ABA Services, TFC Homes w/in the community, Crisis Intervention/Stabilization, Trauma Focused/Informed Services, and Acute Psychiatric Hospitalization. The top barriers included: Lack of Funding, Lack of Transportation, and Provider Availability. Community Actions to address include: Rural CSA Group (incl. local CSA) provided Trauma-Informed Training in March 2019. Local DSS working to implement community transportation program in-house (awaiting budget approval). Local CSB now offers Same Day Access. Public Schools have partnered w/local Free Clinic to provide

on-site mental health support services for students. Local Community Action Agency (ongoing collaboration for community based services, supports, and additional funding option). Local CSA office continues to seek ABA providers; and, implementation of the FFA should prove to "beef-up" available evidence-based prevention services as well as trauma-informed and available tfc homes (particularly for teens).

Stacy Gill reported CSB has submitted a grant application for Trauma Focused CBT training and will keep the Team updated.

- d. The Team discussed the CANS Tracking/Potential Chargeback Procedures, and CANS Contingency Plans per Lead Agency. Those agencies that had not yet provided their plans updated the Team and agreed to submit the updates to Audra Morris. The Team also agreed to CANS Tracking and Potential Chargeback Procedures and Audra Morris agreed to put together a final draft for approval at the next regularly scheduled meeting.
- e. Audra Morris requested approval of an update to the UM/UR Policy including the CANS Frequency Table with regards to the 14 day rule. This update would include necessary changes to the Emergency Placement Procedures and New Foster Youth Documentation Requirements (copies available upon request).
- f. Audra Morris requested an addition to the Expenditure of Funds Policy to include: "Unless previously approved by CPMT, all FAPT recommended services for any monetary support (ex: Transportation, Lodging, Housing Assistance, any other Financial Support) over \$500.00 shall be approved by the lead agency CPMT Representative prior to expenditure (See (a)PORequest.CSA.funds.5.23.19.docx).

This change to expenditure of funds is also applicable to the PSSF One-Time Service Request (See Form (a)PO.Request.PSSF.OneTime5.23.19).

Full copies of the updated Policies and Forms are available upon request.

- g. Audra Morris provided the Team with the Private Day Rate spreadsheet (copies available upon request). All private day providers stayed within or agreed to meet the 2% cap after negotiation except Grafton. However, Audra ensured the Team the representative from Grafton was out of the office but would be in touch as soon as she returned. Audra Morris will report back to the Team if Grafton does not agree to the 2% cap.

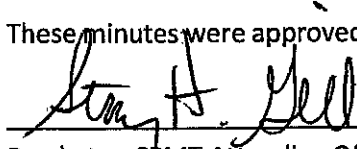
The financial and administrative items were reviewed and on a motion by Charla Schubert and seconded by Vicki Stamps, all items were approved as presented or amended.

6. Stacy Gill moved that CPMT go into Closed Session in accordance with the Code of Virginia 2.2-3711(A) (4) for the protection of the privacy of individuals in personal matters not related to public business. The Team approved.
 - a. Case Reviews, incl. service plans, FAPT/CPMT/IFSP/FC Plan Review & Funding Tables, case updates, purchase order requests, additional approvals, FAPT email approvals, parental co-pays, and any other case specific info., were discussed.
7. Upon a motion by Charla Schubert and seconded by Sharon Rochelle, the CPMT meeting was reconvened.
8. Stacy Gill moved that CPMT certify that in accordance with the Code of Virginia 2.2-3712(D); during the Closed Session only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and only such public business matters as were identified in the motion for the Closed Session were discussed. Upon a motion by Ted Voorhees and seconded by Charla Schubert, the closed session was certified.
9. Upon a motion by Phoebe Wright, seconded by Vicki Stamps, and carried by the majority, all cases were approved as presented or amended during closed session.

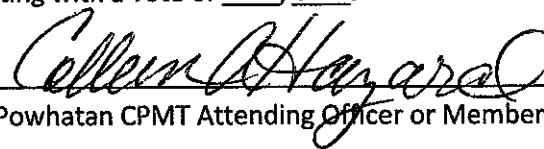
<u>Name</u>	<u>Vote</u>
Stacy Gill	Aye
Sharon Rochelle	Aye
Charla Schubert	Aye
Danny Smith	Aye
Phoebe Wright	Aye
Loretta Mabry for Lynn Clayton-Prince	Aye
Vicki Stamps	Aye
Colleen Hazard	Aye
Ted Voorhees	Aye

10. The CPMT meeting was adjourned at 11:30 a.m. The CPMT's next regular meeting will be held on June 27, 2019.

These minutes were approved at the 6/27/19 CPMT meeting with a vote of 7/10.



Powhatan CPMT Attending Officer or Member



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