

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

**DATE: June 24, 2021**

1. The meeting was called to order on June 24, 2021 at 9:06 a.m. Audra Morris chaired the meeting.

**Present:**

Kara Brooks/Private Provider via Zoom  
Stacy Gill, CSB  
Phoebe Wright/Parent Rep (last meeting on CPMT)  
Tracy King/CSU  
Sharon Rochelle/DSS/Vice Chair  
Audra Morris, Children's Services Manager  
Lynn Clayton-Prince/Schools via Zoom  
Vicki Stamps/Health Department via Zoom

**Absent:**

Meghan Carroll/FAPT Chair  
Ned Smither /County Administrator  
Danny Smith/Sheriff's Department  
Charla Schubert/Treasurer, Finance Director

2. Audra added update to policy section on financial policies and procedures to admin items as well as CPMT meetings/quorum.
3. On a motion by Phoebe Wright and seconded by Sharon Rochelle, the Consent Agenda items were approved as presented a.) 5.27.2021 CPMT Minutes and b.) May 2021 Pool Reports were approved.

4. County Budget FY'21 for CSA Services - \$1,942,120 for services

Encumbrances & Expenditures

State Allocations:

Medicaid Match (through April 2021):	\$ 109,242
CSA Services FY'21 State Allocation: \$1,718,154	\$ 1,953,291
Wrap-Around FY'21 allocation-\$21,656 (Addtl allocation on 2/23/21: \$12,371.86)	\$ 25,453
PSSF FY'21 Final Total Expenditures:	\$ 18,000

FY22: County Budget for CSA: \$2,000,000

State Allocations:

CSA Services: \$1,966,495 Mandated & \$15,674 Protected  
CSA Wrap Around: \$21,373  
PSSF Allocation: \$18,000 svcs & \$715 Monthly CW visits/staff

Audra Morris reported the following Administrative Items:

- a. Medicaid Rates and QRTP: Medicaid has raised the rates for residential treatment facilities to a max of \$423.32/day (up from \$396.50/day). Audra will be working on appropriate approvals of the new rates (copies available upon request).
- b. Admin Expense Survey: Audra completed the survey based on FY2021 for possibility to pull down federal funds for administrative expenses including salaries (copies available upon request).
- c. FY22 CPMT Parent Rep Update: Cathy James will be our new parent rep for FY22.
- d. EVP Implementation Team and exploration of Community Needs (Aug 12 Training). Les Saltzberg/CSB will be on the EVP team rather than Naomi Robinson. Aug 12 will be set up as a round table event.

- e. UR Frequency Policy Update: Policy has been simplified. Audra reviewed policy changes with the group. Written policy provided. Updates made as indicated in the policy (copies available upon request).
- f. Update to Policy Section II: Financial Policies and Procedures: Audra is updating this policy based on changes made to financial vendor and what they are able and not able to do. Audra will ensure separation of duties and minimal risk until processes can be determined and updated in policy and procedures.
- g. CPMT meetings/quorum: reviewed officers for upcoming fiscal year. Regarding public meetings, there are no longer any State of Emergency allowances for virtual meetings. Beginning in September CPMT has to have an in person quorum.

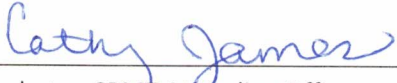
The financial and administrative items were reviewed and on a motion by Sharon Rochelle and seconded by Phoebe Wright, all items were approved as presented or amended.


- 5. Audra Morris 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.
- 6. Audra Morris moved that the CPMT open meeting be reconvened. The Team approved.
- 7. Audra Morris 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. The Team approved.
- 8. Upon a motion by Sharon Rochelle, seconded by Tracy King, and carried by the majority, all cases were approved as presented or amended during closed session.

<u>Name</u>	<u>Vote</u>
Sharon Rochelle	Aye
Kara Brooks	Aye
Stacy Gill	Aye
Lynn Clayton-Prince	Aye
Vicki Stamps	Aye
Phoebe Wright	Aye
Tracy King	Aye

- 9. The CPMT meeting was adjourned at 10:47 a.m. The CPMT’s next regular meeting will be held on Sept 23, 2021.

These minutes were approved at the 09/23/2021 CPMT meeting with a vote of 7 / 10.

  
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 Powhatan CPMT Attending Officer or Member

  
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