

## COMMUNITY POLICY AND MANAGEMENT TEAM (CPMT) MINUTES

April 20, 2021 2:00 PM

### WARREN COUNTY GOVERNMENT CENTER – CAUCUS ROOM

**Board Members Present:** Mr. Martz, Mr. Houchins, Mr. Hirsch, Ms. Russell, Mr. Phillips, Mr. McLiverty (joined after the beginning of the meeting)

**Staff:** Ms. Amankrah, CSA Coordinator

**Guests:** Mr. Pandel

**FAPT Representative:** None

**Recording Secretary:** Ms. Breeden

**Call to Order:** The meeting was called to order by Mr. Hirsch at 2:02 pm.

**Adoption of Agenda:** Mr. Houchins made a motion to approve the agenda. Ms. Russell seconded the motion. Motion Approved

**Approval February 16, 2021 Minutes:** Mr. Houchins made a motion to approve the minutes as written, Mr. Phillips seconded the motion. Motion Approved

**Public Comment:** Is intended as an opportunity for the public to give input on relevant issues and not intended as a question and answer period. *There were no comments from the public.*

### Financial Report:

Ms. Amankrah explained CPMT had an increase in March in comparison to 2020. Mr. Hirsch noted the statewide close down occurred March 13, 2020 meaning CPMT will probably see the amounts be higher over the next few months in comparison to the same month in 2020. Overall, CPMT has expenditures of \$181,862.66 which is approximately \$16,000 less than last year.

### Old Business:

*CSA Contracts insurance question:* This item is tabled until May 2021. \* Agenda Item\*

*Releases of Information* – Ms. Amankrah will send out information as soon as the county computer issues are fixed. CPMT discussed the issue of release of information forms not always being prepared for meetings. CPMT decided if the form is not completed prior to the meeting, the case will not be presented for FAPT. The case manager must have the form completed prior to the meeting. This is effective immediately so it will apply to May FAPT.

*FAPT Co-pay:* CPMT discussed what should occur if a parent is not paying a co-pay. CPMT decided Ms. Amankrah will send out letters stating the co-payment has not been paid and it will be forward to the Assistant County Attorney or the County Attorney.

### **New Business:**

*Review of strategic plan and joint FAPT/CPMT meeting:* It is time for the yearly review of the strategic plan and the joint FAPT/CPMT meeting. Ms. Amankrah will send out a copy of the strategic plan to CPMT and will schedule a lunch/meeting with FAPT/CPMT.

*Interpretation Services:* There is a need for interpreters at some of the services FAPT has recommended. Mr. Hirsch suggested finding a local agency that CPMT might be able to contract with for this service. Mr. Phillips raised the possibility of volunteers. It was determined that Ms. Jordan will need to advise if volunteers are able to be used and what screenings would need to be in place if volunteers are able to fill this need. \*Agenda Item for May 2021\*

**Community Service Needs:** There are no community service needs mentioned at this time.

### **Discussion/Updates:**

*Brown Bag Training – ICC Brown Bag re-scheduled for March 24, 2021 TEENS Inc. scheduled for April 28,2021* The March 24, 2021 ICC Brown Bag did not occur. Ms. Amankrah is trying to contact ICC. The April 28, 2021 TEENS Inc. Brown Bag is still scheduled, Ms. Amankrah will distribute fliers.

### **Pending CPMT Items:**

*YASI presentation-DJJ- deferred until DJJ's replacement appointed*

*Family First Prevention Act – Qualified Residential Treatment Providers (QRTP) – CSA Integration-September 2020 January 2021:* Mr. Martz updated CPMT and will send out information as soon as it is available. This is slated to start July 2021.

*CQI – Continuous Quality Improvement – Deferred until COVID State of Emergency is lifted*

*FAPT Satisfaction Survey – Regional Online FAPT Survey/Parent Survey – Frederick County CSA Coordinator taking the lead on this project – December 2020:* Deferred until COVID State of Emergency is lifted

**Closed Session:** On a motion by Mr. Houchins, seconded by Mr. McLiverty, and by the following vote, the Community Policy and Management Team entered into a closed session under the provisions of Section 2.2-3711(A)(4) for the protection of the privacy of individuals in personal matters not related to public business; he further moved discussion be limited to case reports of the Family Assessment and Planning Team (FAPT):

Mr. Martz-aye, Mr. Houchins-aye, Mr. Hirsch-aye, Ms. Russell-aye, Mr. Phillips-aye, Mr. McLiverty-aye

**Certification by Individual Roll Call and Approval of Matters Discussed in Executive Session:**

On a motion by Mr. Houchins, seconded by Mr. McLiverty, and by the following vote, the Community Policy and Management Team certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711(A)(4) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body and the CPMT approved all FAPT case reports as discussed or amended in closed session:

Mr. Martz-aye, Mr. Houchins-aye, Mr. Hirsch-aye, Ms. Russell-aye, Mr. Phillips-aye, Mr. McLiverty-aye *\*Ms. Russell abstained from any NW cases, Mr. Houchins abstained from any Grafton cases.*

**MOTION TO ADJOURN:**

On a motion by Mr. Houchins, seconded by Ms. Russell, and by unanimous vote, the CPMT adjourned the meeting at 3:00 PM. Motion approved.