COMMUNITY POLICY AND MANAGEMENT TEAM (CPMT) MINUTES

March 15, 2022   2:00 PM

WARREN COUNTY GOVERNMENT CENTER – CAUCUS ROOM

Board Members Present: Mr. Hirsch, Ms. Cullers, Mr. Houchins, Mr.Stollings, Mr. Martz, Ms. Heritage, Ms. Shirley, Mr. Robertson, Mrs. Cook (alternate – Ms. Cullers left early)

Staff: Ms. Amankrah, CSA Coordinator

Guests: Dr. Pandel

FAPT Representative: None

Recording Secretary: Ms. Breeden

Call to Order: The meeting was called to order by Mr. Hirsch at 2:01 pm.

Adoption of Agenda: Ms. Cullers made a motion to approve with the additions, Mr. Houchins seconded the motion. Motion Approved

Approval of March 15, 2021 Minutes: Ms. Cullers made a motion to approve the minutes as written, Ms. Heritage 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:

Mr. Robertson presented the current budget. Mr. Robertson noted that last year was an anomaly, we are still feeling the effects of the COVID shut down on the budget amounts. It was requested that Ms. Amankrah compile the last five years of supplemental amounts requested from WCCPMT and surrounding areas to compare. If possible to find out, have the other CPMTs raised their budgets in anticipation. The question is also where the 20 children difference has occurred. Ms. Amankrah was able to clarify this later in the meeting including foster and prevention.

Old Business:

Enhanced Maintenance: Mr. Phillips was unable to attend, this was tabled to April 2022.

WC FAPT and CPMT Policy- CPMT has requested that the policies be sent out again. Mr. Hirsch suggested having the old audit at the next meeting to use as a comparison, along with a list of the policies that were changed over the last few years since the last audit. CPMT will disperse the policies to various members of the board to verify. The board feels it would be beneficial to have a smaller committee to work on this throughout the year, Mr. Hirsch and Mr. Houchins offered to help with this along with Ms. Amankrah. Mr. Martz added that on one committee he participated in, they would have a day each year that they would all get together and go through the policies. CPMT agreed to meet 1 hour prior to the monthly CPMT meeting for six months beginning in May.

FRPD/WCSO members and additions of alternates: Alternates suggested: Allison Straw - DJJ, Christie Lawson- DSS, Mike Elwell - NW, Tara Smith - WCPS

Case management assignments for court and parental referrals: There was a meeting today at 1pm. There will be another meeting April 19 at 1pm.

New Business:

Contract Approval- Restorative youth Services: Deferred until April 2022

Memo from Dr. Pandel: Dr. Pandel presented.

1. Wording change on the checklist – under the category Case Managers: Check each box below to signify that ~~you have confirmed that the CSA Coordinator is in possession of current copies of the following.~~ the documentation has been provided to the CSA Coordinator. Additionally, include the applicable dates of the documents.
   The checklist should be submitted with paperwork to the CSA Coordinator.
2. Regarding local CSA policy coming back to FAPT every three months versus every six months, DSS will provide a brief update.
3. Regarding children attending FAPT, the concern is that children are placed all over the commonwealth so it is not always possible for them to attend the meeting. It was asked if FAPT is okay with virtual, the answer was yes, FAPT is fine with doing a virtual meeting to be able to work with the whole family. Mr. Martz asked what defines a diligent attempt. CPMT agreed three documented attempts qualifies.
4. Regarding concern over the quality of the IFSP, CPMT agreed that it would help to streamline the IFSP. CPMT would like Ms. Amankrah to look at partners around the area and see if they use the same packet.

Motion to approve policy clarifications for the first three items, including the change in wording on the checklist, provided by Dr. Pandel was made by Mr. Houchins, seconded by Ms. Cullers. Motion approved.

Approval of NWCS alternate for FAPT: On a motion by Ms. Shirley, and seconded by Ms. Cullers, CPMT approves the NWCS alternate to be Patience Yoder for FAPT. Motion approved.

Rockingham County to shadow Ms. Amankrah (Page County has already shadowed): This would be FAPT presentations. On a motion by Ms. Shirley, seconded by Ms. Heritage, CPMT approved a member of Rockingham County to shadow Ms. Amankrah so long as they have signed the confidentiality agreement and approval has been given by any person affected that day.

Issues with providers across the state for residential and new Medicaid funded services (MST, FFT): Residential and mental health providers are in high demand. It is very difficult to find locations for children. Ms. Amankrah was just advising everything that this is a very real problem at this time, especially as it will possibly effect CSA funds.

CSA conference: Ms. Amankrah provided dates for the CSA conference. It is 10/31/22-11/02/22 in Roanoke. Mr. Hirsch is interested in presenting if they need presenters.

Community Service Needs: None

Discussion/Updates:

Brown Bag Training – Consent Training with Dr. Pandel – March 30th – Ms. Amankrah sent out a zoom link for this meeting.

Pending CPMT Items:

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 Ms. Shirley, seconded by Ms. Heritage, 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. Hirsch-Aye, Mr. Houchins-Aye, Mr. Stollings-Aye, Mr. Martz-Aye, Ms. Heritage-Aye, Ms. Shirley-Aye, Mr. Robertson-Aye, Mrs. Cook-Aye

Certification by Individual Roll Call:
On a motion by Ms. Heritage, seconded by Mr. Houchins, 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:

Mr. Hirsch-Aye, Mr. Houchins-Aye, Mr. Stollings-Aye, Mr. Martz-Aye, Ms. Heritage-Aye, Ms. Shirley-Aye, Mr. Robertson-Aye, Mrs. Cook-Aye

Approval of Matters Discussed in Executive Session: On a motion by Mr. Stollings, seconded by Ms. Heritage, and by the following vote, the CPMT approved all FAPT case reports as discussed or amended in closed session:

Mr. Hirsch-Aye, Mr. Houchins-Aye, Mr. Stollings-Aye, Mr. Martz-Aye, Ms. Heritage-Aye, Ms. Shirley-Aye, Mr. Robertson-Aye, Mrs. Cook-Aye (Mr. Houchins abstained from Grafton cases.)

MOTION TO ADJOURN:
On a motion by Ms. Heritage, seconded by Mr. Stollings, CPMT adjourned at 3:48 pm.