COMMUNITY POLICY AND MANAGEMENT TEAM (CPMT) MINUTES

July 19, 2025, 1:00 PM

WARREN COUNTY GOVERNMENT CENTER – CAUCUS ROOM

Board Members Present: Ms. Lawson, Mr. Stollings, Ms. Shirley, Ms. Scott, Mr. Laing, Ms. Acker

Staff: Ms. Clark, CSA Coordinator

FAPT Representative: None

Recording Secretary: Genel Clark

Call to Order: Mr. Stollings called the meeting to order at 1:00 pm.

Adoption of Agenda: No additions requested. Motion made by Ms. Scott and seconded by Shirley to approve the agenda. All in favor. <u>Motion approved</u>

Approval June 16, 2025, Minutes: Ms. Shirley requested that under public comment "No public comment" be added as there were none made. Ms. Shirley also requested that the closed section portion be amended to reflect only one roll call for certification and the remaining votes to reflect the motion, second and approval or denial. Motion made by Ms. Scott to approve the meeting minutes as amended and seconded by Ms. Shirley. All in favor. <u>Motion Approved</u>

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. No public comment made.

Financial Report:

The Board reviewed the new financial statement provided by Ms. Scott. Ms. Scott advised that she had recently received the June pool reimbursement numbers and the total thus far for the year is $3.7 million dollars with the remainder of June invoices and any outstanding vendor invoices still pending. Ms. Shirley asked if we had submitted a request for additional funding to the Board of Supervisors yet. Ms. Scott advised we did not as we were waiting for any outstanding invoices and the remaining June invoices to make our number as accurate as possible. Ms. Clark stated she had sent out emails to all vendors requesting all invoices be submitted as soon as possible to ensure payment for services. Mr. Stolling asked if a deadline was included in the email. Ms. Clark stated there was no deadline included. Ms. Clark to send another email with a deadline of August 15, 2025, to all vendors.

Old Business:

UM/UR Reports: Dr. Pandel provided UR memo for Board review as he was absent. Ms. Shirley requested clarification on the reports regarding the number of cases that had missing documentation. Ms. Clark to follow up with Dr. Pandel and obtain additional clarification. Mr.

Stollings asked if follow up was being completed after the UR's were sent out. Ms. Clark advised that the FAPT team should be reviewing the UR to determine if services are appropriate at each child's FAPT meeting but that follow up on missing documentation had not been completed thus far. Ms. Clark and Dr. Pandel to provide UR's to each case manager's supervisor upon completion with a deadline for fixing any errors found. Case managers will provide any missing documentation within 30 days and ensure UR's are included and reviewed at FAPT meetings for their cases.

New Business:

APTS Request for Snow Day Payment: Ms. Clark presented a memo to the Board from APTS requesting Warren County CPMT agree to pay for the first five inclement weather days (if needed) for the 2025-26 school year understanding that APTS only raised their rates by 4% instead of the fully allowed 5%. The Board debated the request looking at the cost of paying for the five days vs paying the 5%increase and determined it would be cheaper to pay the 5% increase. Ms. Acker made a motion to deny the request from APTS to pay for the first five inclement weather days when a child is not receiving instruction. Ms. Shirley seconded. Ms. Lawson opposed all others were in favor. Motion passes with a vote of 5-1.

CPMT Policy Review: The CPMT Board reviewed the Warren County CPMT policy. Several amendments were made. The board discussed merging the FAPT policy and CPMT policy into one CSA Policy to prevent conflicts. Ms. Clark to combine the FAPT and CPMT policy with the proposed amendments and present to the Board at the next CPMT meeting.

Spring Brook Presentation: Jonas Vesterlund was present to give a presentation for Spring Brook who works with high acuity children and is located in South Carolina. After the presentation the Board discussed the facility. Ms. Shirley motioned to approve Spring Brook as a Warren County vendor. Ms. Acker seconded. All were in favor. Motion approved.

Discussion/Updates:

Brown Bag: Ms. Clark advised the brown bag held on Friday June 20, 2025, with Sgt Henry regarding the drug task force was very informational. Ms. Clark to reach out to WCSO to schedule the next brown bag to go over the school resource officer program.

Closed Session:
On a motion by Ms. Acker, seconded by Ms. Scott, Community Policy and Management Team entered into an Executive Session pursuant to 2.2- 3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team. All in favor. Motion approved.

Exit of Closed Session: Ms. Shirley motioned to exit closed session. Ms. Acker seconded and all were in favor. Motion approved

Certification by Individual Roll Call:
On a motion by Ms. Scott, seconded by Ms. Lawson, and by the following vote, the Community Policy and Management Team certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting:

Ms. Lawson - Aye, Mr. Stollings - Aye, Ms. Shirley - Aye, Ms. Scott - Aye, Mr. Laing - Aye, Ms. Acker - Aye

Approval of Matters Discussed in Executive Session:

On a motion by Ms. Shirley, seconded by Ms. Acker, and by the following vote, the CPMT approved all FAPT case reports as discussed and/or amended in closed session. All were in favor. <u>Motion approved.</u>

On a motion by Ms. Shirley, seconded by Ms. Lawson, a letter will be drafted and sent to the FAPT parent Representative regarding attendance at regular FAPT meetings. All were in favor. <u>Motion approved.</u>

MOTION TO ADJOURN:
On a motion by Ms. Scott, seconded by Ms. Shirley, and by unanimous vote, the CPMT adjourned the meeting. <u>Motion approved.</u>