COMMUNITY POLICY AND MANAGEMENT TEAM (CPMT) MINUTES

December 16, 2025, 2:00 PM

WARREN COUNTY GOVERNMENT CENTER – CAUCUS ROOM

Board Members Present: Mr. Stollings, Mr. Mumaw, Ms. Shirley, Ms. Lawson, Ms. Scott, Ms. Thomas, Ms. Kelly (2:30pm)

Staff: Ms. Clark, CSA Coordinator; Dr. Pandel, CPMT Mental Health Liaison

FAPT Representative: None

Recording Secretary: Ms. Clark

Call to Order: Mr. Stollings called the meeting to order at 2:01 pm.

Adoption of Agenda: Motion made by Ms. Scott and seconded by Ms. Shirley to approve the agenda as amended. All in favor. Motion approved

Approval November 18, 2025, Minutes: Motion made by Mr. Mumaw to approve the meeting minutes and seconded by Ms. Shirley. Ms. Lawson and Ms. Cullers abstained as they were not present at the October meeting. All others in favor. 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. No public present at the meeting.

Financial Report: Ms. Scott reported the pool reimburse had just been submitted due to the holidays so no report was available at this time. Mr. Stollings asked if there were any anomalies since the last meeting. Ms. Scott reported that there were not any. Ms. Scott reported that DSS and she were working on creating a financial reports that mimic Winchesters and that meeting was scheduled for 1/9/2026. Ms. Clark provided an update on CSA data reporting stating our current expenditures were a little over $1,000,000 with the local share being approximately $400,000 and a per child average expenditure of approximately $15,000.

Old Business:

UM/UR Reports: Dr. Pandel reported the UR's are going well. Dr. Pandel reported since the charts are more compliant now regarding documentation they have adjusted the goals they are working towards, including IFSP objectives and goals to ensure they are trackable per OCS guidelines.

CSA Policy: Ms. Clark provided a copy of the approved CSA Policy with a new revision. The previously approved policy did not define term limits for the WCSO and FRPD representatives. The new policy included a change to define the WCSO and FRPD terms limits of two years with the option to renew. Ms. Shirley made a motion to approve the policy amendment. Mr. Mumaw seconded the motion. All were in favor. Motion Approved.

New Business:

2026 Projects: Ms. Clark reported in 2026 CPMT will need to update their current contract. Ms. Clark is requesting a review of the contract at the January 2026 CPMT meeting, review by legal counsel and approval of the new contract in February so they could be sent to all vendors by March 2026. This should allow all vendor ample opportunity to review and complete before the contract would take effect July 1, 2026.

Ms. Clark reported that a copy of the 2019-2020 strategic plan had been located and could be used in the development of a new strategic plan. The strategic plan would be covered and worked on in conjunction with the OCS Enhanced Technical Assistance program in the spring of 2026.

Vendor Review: The Team reviewed information for Childcare, Here Now and Laurel Oaks. Ms. Clark requested that CPMT approve the same childcare vendor Winchester City has a contract with as a proactive approach to placement through CFWW. Ms. Shirley made a motion to approve all childcare vendors. Ms. Scott seconded. All were in favor. <u>Motion Approved.</u> Ms. Clark presented information on Laurel Oaks for an out-of-state placement for a parental placement. Dr. Pandel gave a review of the facility. Ms. Lawson made a motion to approve Laurel Oaks and A Warren CPMT vendor. Ms. Scott seconded the motion. All were in favor. <u>Motion Approved.</u> Ms. Clark reported she had heard back from Here Now who was originally slated to present to CPMT in August and requested to rescheduled their presentation. Ms. Clark to try and have them present at the January 2026 meeting.

Discussion/Updates:

Brown Bag: No changes at this time. Community Protective Factors presentation scheduled for 12/19/2026. CPMT discussed having the presentations both in person and virtual vs solely virtual. Ms. Clark reported she seldomly had anyone attend in person. CPMT approved virtual only presentations moving forward.

Agency Updates: Mr. Stollings reported both of his PO positions had been filled. Lauren Taylor started in September 2025, and Tiffany Matthews started in October 2025. Mr. Stollings reported DJJ also got approved for a full time administrative position however they were waiting on approval to post the vacant supervisor position.

Closed Session:
On a motion by Ms. Shirley, seconded by Mr. Mumaw, 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. <u>Motion approved.</u>

Exit of Closed Session: Mr. Mumaw motioned to exit closed session. Ms. Shirley seconded and all were in favor. <u>Motion approved</u>

Certification by Individual Roll Call:
On a motion by Ms. Shirley, 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:

Mr. Stollings - Aye, Mr. Mumaw - Aye, Ms. Shirley – Aye , Ms. Lawson - Aye, Ms. Scott - Aye, Ms. Thomas - Aye, Ms. Kelly – Aye

Approval of Matters Discussed in Executive Session:

On a motion by Ms. Shirley, seconded by Ms. Thomas, the Warren County CPMT approved all FAPT case reports as discussed and/or amended in closed session. All were in favor. Motion approved.

MOTION TO ADJOURN:
On a motion by Ms. Shirley, seconded by Mr. Mumaw, and by unanimous vote, the CPMT adjourned the meeting. Motion approved.