COMMUNITY POLICY AND MANAGEMENT TEAM (CPMT) MINUTES

July 21, 2026, 2:00 PM

WARREN COUNTY GOVERNMENT CENTER – CAUCUS ROOM

Board Members Present: Ms. Thomas, Ms. Kelly, Ms. Scott, Ms. Lawson, Mr. King, Ms. Cullers, Ms. Shirley

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

FAPT Representative: None

Recording Secretary: Ms. Clark

Call to Order: Ms. Lawson called the meeting to order at 2:00 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 June 16, 2026, Minutes: Motion made by Ms. Cullers to approve the meeting minutes and seconded by Ms. Kelly. Ms. Shirley abstained, 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. Clark provided the financial report detailing year-over-year costs through June 30, 2026, and the remaining balance in the local portion of the budget. Ms. Clark reported the new budget amounts with the approved additional funding from the Board of Supervisors. Ms. Clark reported that $19,429 had been received in child support payments, no co-payments had been received and $38635 had been received in refunds. Ms. Clark reported the Thomas Brother projection showed a total of $4.488 million for the year. Ms. Shirley asked if the budget for FY27 had been increased. Ms. Clark reported that CSA did request a larger budget for FY27 at approximately $4.3 million dollars.

Ms. Clark provided the CSA data report showing distinct child count, net expenditures, local net match, average expenditure and service placement types for May 2026.

Old Business:

Budget Increase Request: Ms. Clark reported that FY26 budget increase request was approved by the Board of Supervisors.

UM/UR Reports: Dr. Pandel reported the initial challenges we were facing were just general compliance items such as things that should be in the file being in the file. That's improved considerably. Ms. Clark has a spreadsheet that tracks everything that's been sent out and when it gets returned to her so we can date it. Dr. Pandel also reported that we're transitioning now to looking at the goals and the objectives themselves on the IFSPs. That's essentially what OCS is looking at to see if what we're doing is effective. Dr. Pandel reported he is working on a smart goal website where the case managers can go to the site, they can give HIPAA compliant information, no names are mentioned, no specifics, but this is what's going on with this kid and then it generates some suggested starting points for the writing of goals that are measurable.

2026 Contract Update: Ms. Clark reported that all contracts had been received for vendors currently being utilized for services. Ms. Clark reported that Grafton submitted a red-lined version of the contract with significant removals and amendments. CPMT reviewed the requested changes and legals recommendations. CPMT discussed allowing Mr. Helm, CPMT's legal representative, to contact other localities to discuss Grafton's requests and to reach out directly with Grafton to negotiate the terms of the contract. Ms. Shirley made a motion to allow the MPT legal representative to reach out to other localities and to negotiate directly with Grafton, including CPMT's requirements for the contract. Mr. Kuzmick seconded the motion. All were in favor. Motion Approved

New Business:

New DJJ CPMT Representative: DJJ submitted Ms. Phillips as the new Warren County CPMT representative. Ms. Shirley made a motion to approve Ms. Phillips as the new DJJ representative. Ms. Thomas seconded. All were in favor. Motion Approved

Vendor Approval: CPMT reviewed new vendor approval requests:

- Progressive Community Outreach – Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved
- Presbyterian Children's Home of the Highlands – Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved
- Encore Support Services - Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved
- Northern Virginia Adolescent Treatment Center - Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved
- Alliance Human Services - Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved
- Rise Up LLC - Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved
- Wall Residences - Ms. Scott made a motion to approve. Ms. Shirley seconded. All were in favor. Motion Approved

DJJ Delinquency Petitions: Mr. Stollings provided an email advising that effective July 1, 2026, DJJ could no longer file delinquency petitions for youth under the age of 11.

Admin Memo 26-06: Ms. Clark provided CMPT with Admin Memo 26-06 from OCS fetailing the private day rate cap. Ms. Clark reported there was one provider, APTS, who is charging $0.11 more per day than the allotted amount. Ms. Shirley made a motion to approve the expenditure of the additional $0.11 per day to APTS. Mr. Kuzmick seconded the motion. All were in favor. Motion Approved.

Notice of Intent – OCS: Ms. Clark provided two OCS notice of intent documents to CPMT for review. 4.5.1 regarding protected funds and 4.6.4 regarding the denial of funds. No comments, questions or concerns were noted.

Discussion/Updates:

Brown Bag: Ms. Clark reported Dr. Pandel gave a Brown Bag on June 26, 2026 and the next Brown Bag scheduled is on September 18, 2026 for a CCC+ presentation.

Agency Updates: Ms. Shirley reported the DBHDS director was leaving and a new director would be coming on board. Mr. Kuzmick reported Tara Smith was back with Warren County Public Schools.

Closed Session:
On a motion by Ms. Shirley, 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. Mr. Kuzmick seconded and all were in favor. Motion approved

Certification by Individual Roll Call:
On a motion by Ms. Cullers, seconded by Ms. Shirley, 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. Thomas - Aye, Ms. Kelly - Aye, Ms. Scott - Aye, Ms. Lawson - Aye, Mr. King - Aye, Ms. Cullers - Aye, Ms. Shirley – Aye

Approval of Matters Discussed in Executive Session:

On a motion by Ms. Cullers, seconded by Ms. Kelly, 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. Cullers, seconded by Mr. King, and by unanimous vote, the CPMT adjourned the meeting. Motion approved.