

**POWHATAN COUNTY CHILDREN'S SERVICES ACT
COMMUNITY POLICY AND MANAGEMENT TEAM**

DATE: August 22, 2019

1. The meeting was called to order on August 22, 2019 at 9:19 a.m. in the Goochland-Powhatan Community Services Board Room. Colleen Hazard chaired the meeting.

2. Present:

- Stacy Gill, CSB
- Sharon Rochelle/Secretary, DSS
- Charla Schubert/Treasurer, Finance Director
- Rob Johnson/Private Provider Rep, Grafton
- Lynn Clayton-Prince, Schools
- Danny Smith, Sheriff's Department
- Phoebe Wright/Parent Rep
- Colleen Hazard/Vice-Chair, 11th District CSU
- Audra Morris, Children's Services Manager

Absent:

- Vicki Stamps/Chair, Health Department
- Ted Voorhees, County Administrator
- Allison Meyer/FAPT Chair, CSB

3. Admin Budget Approval Request was added to the Agenda under Financials.

4. On a motion by Sharon Rochelle and seconded by Phoebe Wright, the Consent Agenda items were approved as presented or amended: a.) 6.27.19 CPMT Minutes, b.) June 2019, July 2019 (FY19 & FY20) Pool Reports, and c.) IEPs.

5. Audra Morris reported the following Financials:

County FY'20 Allocation - \$1,825,846 for services

CSA Encumbrances & Exp (FY'20 State Allocation: \$1,842,162):	\$	118,990
Wrap-Around Encumbrances & Exp (FY'20 allocation-\$26,490):		-
PSSF (FY'20 allocation \$18,000 effective 6/12/19):	\$	3,998

Totals for FY'19: \$1,630,553.27
(Local Match-\$689,627.65)

The OCS Administrative Budget Plan totaling \$19,064 was presented for approval.

The following administrative items were reviewed:

- a. Audra Morris provided the Team with Family's First Act update: At long last, a public-facing website for the Family First is now live! The website address is <http://familyfirstvirginia.com>.
- b. Audra Morris provided the Team with the results of the FY19 CSA Service Gap Survey (copies available upon request).
- c. Audra Morris and Stacy Gill requested the Team approve \$326.50/month for Case Support Services for all CSA cases managed by the CSB. The CSB is the only "Fee for Service" agency. If CSB is able to draw down case management they will not bill Powhatan CSA for Case Support Services. The State OCS has listed case support services as a CSA fundable expense. The definition is a service that may be purchased from a public child serving agency and includes basic case

oversight for a child not otherwise open to a public child-serving agency, for whom a case manager is not available through the routine scope of work of a public child-serving agency, and for whom the worker's activities are not funded outside of the State Pool. Services may include administration of the CANS, collection and summary of relevant history and assessment data and representation of such information to the FAPT; with the FAPT, development of an IFSP; liaison between the family, service providers and the FAPT.

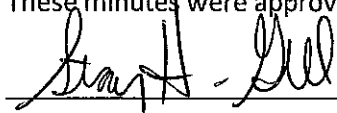
The financial and administrative items were reviewed and on a motion by Charla Schubert and seconded by Phoebe Wright, all items were approved as presented or amended.

6. Colleen Hazard moved that CPMT go into Closed Session in accordance with the Code of Virginia 2.2-3711(A) (4) for the protection of the privacy of individuals in personal matters not related to public business. The Team approved.
 - a. Case Reviews, incl. service plans, FAPT/CPMT/IFSP/FC Plan Review & Funding Tables, case updates, purchase order requests, additional approvals, FAPT email approvals, parental co-pays, and any other case specific info, were discussed.
7. Upon a motion by Phoebe Wright and seconded by Sharon Rochelle, the CPMT meeting was reconvened.
8. Colleen Hazard moved that CPMT certify that in accordance with the Code of Virginia 2.2-3712(D); during the Closed Session only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and only such public business matters as were identified in the motion for the Closed Session were discussed. Upon a motion by Stacy Gill and seconded by Sharon Rochelle, the closed session was certified.
9. Upon a motion by Phoebe Wright, seconded by Danny Smith, and carried by the majority, all cases were approved as presented or amended during closed session.

<u>Name</u>	<u>Vote</u>
Stacy Gill	Aye
Sharon Rochelle	Aye
Charla Schubert	Aye
Danny Smith	Aye
Phoebe Wright	Aye
Lynn Clayton-Prince	Aye
Colleen Hazard	Aye
Rob Johnson	Aye (Rob Johnson abstained from any decisions with regards to services provided by Grafton.)

10. The CPMT meeting was adjourned at 10:28 a.m. The CPMT's next regular meeting will be held on September 26, 2019.

These minutes were approved at the 9/26/19 CPMT meeting with a vote of 6/10.



Powhatan CPMT Attending Officer or Member



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