

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

**DATE: August 25, 2022**

1. The meeting was called to order on August 25, 2022 at 9:03 a.m. Audra Morris chaired the meeting. Audra Morris added Inability to Place Revision to Administrative Items.

**Present:**

Jacqueline Donaghy for Les Saltzberg/Chair, CSB  
 Danny Smith, Sheriff's Department  
 Dr. Lynn Clayton-Prince/Vice-Chair, Schools  
 Tracy King, CSU  
 Meghan Carroll, DSS  
 Kara Brooks, Private Provider  
 Cathy James, Parent Rep.  
 Audra Morris, Children's Services Manager

**Absent:**

Ned Smither, County Administrator  
 Vicki Stamps/Secretary, Health Department  
 Charla Schubert/Treasurer, Finance Director  
 K. Wojcicki, FAPT Chair

2. On a motion by Danny Smith and seconded Tracy King, the Consent Agenda items were approved as presented or amended: a.) June 23, 2022 CPMT Minutes, b.) Pool Report-June & July 2022 (all FY22), and c.) IEPs.

**3. FINANCIALS – FY '22-FINAL:**

County Budget for CSA Services: \$ 2,000,000

State Allocations: (total State Allocations: \$2,003,542)

	<u>Expenditures &amp; Encumbrances</u>
-Medicaid Match: Thru April 2022	\$ 77,447.18
-CSA Services Allocation: \$1,954,468 mandated & \$27,701 protected/non-mand.	\$ 1,819,853.34
-CSA Wrap-Around Allocation: \$21,373	\$ 17,314.00
-PSSF FY22: \$18,000 svcs & \$715 Mthly CW Visits/Staff	\$ 17,838.50

**FINANCIALS – FY '23:**

County Budget for CSA Services: \$ 2,000,000

State Allocations: (total State Allocations: \$1,807,997)

-Medicaid Match: Thru July 2022 (fy22)	\$ -
-CSA Services Allocation: \$1,770,950 mandated & \$15,674 prot/non-mand.	\$ 206,042
-CSA Wrap-Around Allocation: \$21,373	\$ -
-PSSF FY23: \$18,000 svcs & \$715 Mthly CW Visits/Staff	\$ 270
-PSSF COVID Funds (100% Federal funds-use by 9/30/22) Initial Allocation: \$11,435	\$ 9,533

**ADMINISTRATIVE ITEMS (copies available upon request):**

- a.) Audra Morris provided the Team with an updated FAPT Roster, effective 8/8/22 for approval and provided the updated CPMT Roster for FY23.
- b.) Audra Morris provided the Team with the full results of the FY2022 Service Gap Survey and asked agencies to read over and recommend ways their individual agency can assist in closing the gaps in our community.
- c.) Audra Morris reminded the Team of the CVPY Training Event on 9/16/22.

- d.) Audra Morris provided the Team with Admin Memo #22-05 and the Team discussed CSA related Items in the State Budget.
- e.) Audra Morris provided the Team with the increased Admin Budget Plan, along with requirements and requested approval of the FY23 Plan. Audra Morris will submit.
- f.) Audra Morris provided the Team with potential edits to the current CSA Consent, after having consulted with the State OCS Program Audit Manager, Stephanie Bacote. The Team discussed the potential edits and Ms. Bacote's suggestions, and decided on two appropriate "proper consent" forms. Forms: CSA Consent to Exchange Information-ALL SERVICE PROVISION, Form (b) and CSA Consent to Exchange-IEP "only" Services, Form (b-1). The Team determined a Consent to Exchange Information for ALL SERVICE PROVISION Form (b) will be required should any CSA funded services outside of the IEP be requested. The Team also determined "Best Practice" is to obtain the Consent to Exchange-ALL SERVICE PROVISION (Form b), enabling a full collaborative system of services and funding that is child-centered, family-focused, and community-based when addressing the strengths and needs of at-risk youth and their families.
- g.) Audra Morris provided the Team with updated procedures/forms to report the inability to place a youth in acute and/or residential treatment facilities provided by the State. Audra Morris also included the change to Section 1, Section A of the local policy and procedure manual.

All changes presented and/or amended also change full local policy and procedures as necessary.


The financial and administrative items were reviewed and on a motion by Dr. Lynn Clayton-Prince and seconded by Kara Brooks, all items were approved as presented or amended.

- 4. Audra Morris 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, 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 information were discussed.
- 5. Audra Morris moved that the CPMT open meeting be reconvened. The Team approved.
- 6. Audra Morris moved that CPMT certify in accordance with the Code of VA 2.2-3712(D); during the Closed Session only public business matters lawfully exempted from 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. The Team approved.
- 7. Upon a motion by Cathy James, seconded by Dr. Lynn Clayton-Prince, and carried by the majority, all cases were approved as presented or amended during closed session.
- 8.
 

<u>Name</u>	<u>Vote</u>
Meghan Carroll	Aye
Kara Brooks	Aye
Dr. Lynn Clayton-Prince	Aye
Cathy James	Aye
Danny Smith	Aye
Jacqueline Donaghy for Les Saltzberg	Aye
Tracy King	Aye
- 9. The CPMT meeting adjourned at 10:28 a.m. The CPMT's next regular meeting will be September 22, 2022.

These minutes were approved at the 9/22/22 CPMT meeting with a vote of 7 / 10.

  
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 Powhatan CPMT Attending Officer or Member

  
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