

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

DATE: August 24, 2023

The meeting was called to order on August 24, 2023, at 9:06 a.m. Lynn Clayton-Prince chaired the meeting.

Present:

Les Saltzberg, CSB
Kara Brooks, Private Provider
Charla Schubert, PC Finance Director/Treasurer
Will Hagy for Bret Schardein, County Administrator
Meghan Carroll, DSS/Secretary
Vicki Stamps, Health Department/Vice-Chair
Dr. Lynn Clayton-Prince, Schools/Chair
Danny Smith, Sheriff's Department
Tracy King, CSU
Cathy James, Parent Rep.
Audra Morris, Children's Services (CS) Manager

Absent:

Heather Morgan, FAPT Chair

1. Public Comment Period: None
2. Audra Morris added Parent Support Partner Conflict of Interest to Admin Items.
3. On a motion by Tracy King and seconded Charla Schubert the Consent Agenda items were approved as presented or amended: a.) June 22, 2023, CPMT Minutes, b.) Pool Report – JUNE 2023, and c.) IEPs.

4. FINANCIALS – FY '23:

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

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

-Medicaid Match: Thru JAN 2023	\$ 28,115
-CSA Services Allocation: \$1,770,950 mandated & \$15,674 protected/non-mandated	\$ 1,917,302.13 (pot Final)
-CSA Wrap-Around Allocation: \$21,373	\$ 12,406.13 (pot Final)
-PSSF FY23: \$18,000 svcs & \$715 Mthly CW Visits/Staff	\$ 16,652.75 FINAL
-Supplement requested and approved	\$ 130,589.13

FINANCIALS – FY '24:

County Budget for CSA Services: \$ 2,300,000

State Allocations: (total State Allocations: \$1,755,022)

-Medicaid Match: Only completed thru JAN 2023	\$ -
-CSA Services Allocation: \$1,710,173 mandated & \$15,674 prot/non-mand.	\$ 355,611
-CSA Wrap-Around Allocation: \$29,175	\$ -
-PSSF FY23: \$18,000 svcs & \$715 Mthly CW Visits/Staff	\$ 13,874

ADMINISTRATIVE ITEMS:

- a.) Audra Morris provided the Team with the updated CPMT Roster and requested that time frames of appointments of Private Provider and Parent Reps match the Powhatan County BOS' decision when making such appointments.

- b.) Audra Morris provided the Team with the Preliminary FY23 CQI Report (copies available upon request). The Team discussed highlights and agreed to take full reports with them to read and discuss at the next meeting.
- c.) Audra Morris provided the Team with the Audit Engagement letter (copy available upon request) and explained the process.
- d.) Audra Morris shared the results of the PSSF Desk Review/Audit June 2023. The review reported NO documented findings.
- e.) Les Saltzberg provided the Team with the MHI Annual Outcomes Report. CSB served 91 children under the MHI money in Powhatan. Going forward CSB is working w/PCPS to provide at least one clinician in the schools.
- f.) Audra Morris explained to the Team that due to the General Assembly's delay in adopting a budget, a 2% cap on the cost of Special Education Private Day placement rates has been instated. Anything over the 2% would not be reimbursed by the State. Audra provided several options which included: 1) Refuse to fund over 2% and potentially loose providers, 2) Refuse to fund through CSA and determine PCPS' as the funding source for rates over 2% cap, and 3) Pay the overage under CSA budget as 100% local funding. Audra provided a rate cap analysis completed by her team that estimated the local cost at approximately \$68,810. After discussion the consensus was to pay the overage under the CSA budget at 100% if necessary.
- g.) Audra Morris provided requested updates to the CSB Case Support guidance, Parent Co-Pay Policy, and ICC Policy and requested approval.
- h.) The Team discussed potential conflict of interest when a Parent Support Partner (PSP) is also a parent of an open case. The Team determined to delay the vote on this Administrative Item until after closed session.

All items presented and/or amended and approved, change full local policy/procedures and/or by-laws as necessary.

The financial and additional administrative items were reviewed and on a motion by Les Saltzberg and seconded by Vicki Stamps, all items were approved as presented or amended.


- 5. Public Comment Period: None
- 6. Lynn Clayton-Prince 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.
- 7. Lynn Clayton-Prince moved that the CPMT open meeting be reconvened. The Team approved.
- 8. Lynn Clayton-Prince 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.
- 9. Upon a motion by Meghan Carroll, seconded by Vicki Stamps, and carried by the majority of members present, all cases were approved as presented or amended during closed session.

10. <u>Name</u>	<u>Vote</u>
Meghan Carroll	Aye
Vicki Stamps	Aye
Will Hagy	Aye
Cathy James	Aye
Les Saltzberg	Aye
Charla Schubert	Aye
Kara Brooks	Aye
Lynn Clayton-Prince	Aye
Tracy King	Aye
Danny Smith	Aye

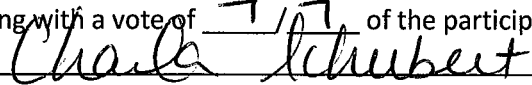
11. The Team discussed the PSP program being an evidence-based program whose model is having parents who have or have had a youth in the CSA system support other parents who may be struggling with their child's needs, and/or the system. Les Saltzberg made a motion to support a PSP who also has an open case for their own child; reserving the right to have a provider remove any FSP from a case as needed. Tracy King seconded, and the motion was carried by the Team.

12. The CPMT meeting adjourned at 11:04 a.m. The CPMT's next regular meeting will be September 28, 2023.

These minutes were approved at the 9/28/23 CPMT meeting with a vote of 7/7 of the participating quorum.



Powhatan CPMT Attending Officer or Member



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