

Dinwiddie County
Community Policy and Management Team
Minutes
Wednesday, September 22, 2021
Dinwiddie Government Center
14010 Boydton Plank Road, Dinwiddie, VA

Roll Call:

Natachia Randles, Dinwiddie DSS, Director, Chair

Diana Barnes, District 19 CSB, Specialist Children's Services Manager - absent

Pam Joyner, DCPS, Director of Special Education

Sheila Green, Salisbury-Rivermont School/Principal, Private Provider

Eileen Drake, Parent Representative

Anne Howerton, Deputy County Administrator, Finance & General Services

Tracy King, 11th District CSU, Director, Vice-Chair, - Absent

Sheryl Jackson-Wade, 11th District CSU-Supervisor- Absent

Terry Arthur, Crater Health District, Nurse

Erica Stewart, Salisbury-Rivermont School/Guidance Counselor- Absent

Alicia Lee, DCPS, Special Education- Absent

Ami Williams, District 19 CSB, Outpatient Therapy Supervisor

Amanda Skalsky, CSA Management Specialist

Angel Young-Gill, Children's Services/CSA, Director

The meeting was called to order at 9:01 AM by the Chair, Natachia Randles.

The August minutes were approved. A motion was made by Pam and seconded by Anne. All were in favor.

New Business:

The FY 2022 Pool Reimbursement and Transaction History Report #1 filed on September 3, 2021 was distributed. It showed the total year to date expenditure amount of \$150,303.14 (\$100,295.55 - State & \$50,007.59).

Angel updated members on the OCS Administrative Memo #21-15: Reporting of CSA State Pool Refunds on August 20, 2021. It reminded members to submit required various refunds such as parental co-payments, IV-E offsets and Child Support collections in our CSA financial systems. This will be looked at as part of audit reviews. CPMT approved to update our Bylaws, Policies and Procedures manual to include the attached guidance from OCS on (1) Administrative Memo #21-11: Guidance RE: Implementation of Title IV-E Funded Foster Care Prevention Services Through The Family First Prevention Services Act (FFPSA) Effective July 1, 2021 and the Accompanying Guidance Document (2) OCS Administrative Memo #21-10: CSA Guidance Congregate Care Placements - Effective July 1, 2021 and the Accompanying Document, CSA QRTP Guidance (3) OCS Administrative Memo #21-09: Special Education - Transitional Services in the Public School Setting (May 17, 2021). The Office of Children's Services released a new document titled "Core Leadership Competencies for Local CSA Leaders, CPMT and FAPT on September 14, 2021. SLAT and CSA Coordinators Jessica Webb from Prince William County & Kristi Schabo with Chesterfield County developed it. It provides input on competencies connected with roles of team members, sample interview questions when filling positions, training and more. Members were updated on potential areas of concern that may be presented regionally on the public comment proposals before the SEC for: Family Engagement (3.3) and FAPT-MDT (3.2). There were concerns with some of the language used that may create the public and departments to misinterpret financial payments towards utilities and other needs that would be paid from CSA funds. Localities are seeking assistance in clarifying this policy that seems to require key documents in multiple languages. This may put an additional burden on local budgets to comply with this requirement. Teams are requesting help by the state to create these documents should it become mandatory. The 'Evidence Based Programs Resources' was shared with CPMT & FAPT to use. Angel and Amanda reviewed the IFSP with CPMT to require more oversight from case managers by their director's/supervisors to completely update all areas. It is important to clearly define goals, edit/correct all areas to show connection to CANS, needs & strengths, mandates and funding. IFSPs will need to be completed a week prior to FAPT. Angel & Amanda are available for any questions with this process especially for financial clarification.

Members worked on the self-assessment workbook by updating the new version in comparison to information in the old self-assessment workbook. Page 1 to 25 were completed and next month pages 26/Section IV- Training will be where we pick up at October's CPMT. The plan is to complete the last sections as part of our audit review. Angel will be reviewing some cases pulled by the county's recent audit visit to allow FAPT to review those case files. Then, they will be followed up by CPMT's review.

The VJCCCA Webinar was discussed and will be used for the upcoming FY23/FY24 VJCCCA Plan Workbook. It will be a way to use the Dinwiddie County Community

Needs Assessment to develop service planning. Angel updated partners on the past collaborative prevention meeting with core agencies to implement services in this community. This was an initiative that was sparked by Social Services, our schools, Community Services Board, Parks & Recreation, Children's Services, 4H and the Sheriff's Office. Natachia agreed to partner with Angel to assist in creating a prevention spreadsheet that would allow everyone to add their services and accessibly in it. We would be able to use that to work with families to provide Family First Prevention Services, parent education, group sessions and more. The Community Needs Assessment was presented at the Board of Supervisors and will be done at the School Board meeting as well. The DISC assessment was approved by CPMT for both teams. We will use the set CPMT dates in April and May 2022 to see which works for Jessica Webb who will be facilitating this joint training. Angel will contact Jessica to confirm the date and whether it will be in person or virtual. We would like it to be in person if COVID-19 allows that.

Pam indicated that there is limited guidance from VDOE and OCS on how private day school funding and services will be transitioned to the public schools. She will be joining a virtual meeting that may provide input on this process. She will update us on what she learns. Natachia reported that her office has agreed to work with our neighbors to assist them with SNAP and Medicaid based on the influx of Afghanistan refugees at Fort Pickett and Fort Lee. This will be associated with Prince George and Nottoway County DSS offices. Anne stated that the auditors are here. The County will be transitioning to a new financial data base system. This will be a two-year process. Sheila informed us that Rivermont is still open and enrollment is down. They are looking at an increase in students soon. Ami stated that they are seeing patients in person in their office. There has been an increase in parents wanting their children to have mental health services in person verses virtual. Eileen reported that she is participating in the Comprehensive Planning Team that Parks and Recreation is gathering input on. There is a meeting in October and December. She is encouraging everyone to send her ideas on our community's needs, outdoor activities, facilities and programs. Terry mentioned that she no longer has a backup for CPMT. Shanon is working in Emporia now. She is continuing to work with the community on COVID related issues. There was a vaccination event at Dinwiddie High School but no one showed so it was canceled. She travels to Hopewell, Petersburg, Dinwiddie and Sussex to provide services. She has seen our community lose many people due to this pandemic. The Health Department is allowing walk ins at their clinic twice a week. You can also register for an appointment. They had sixteen people who came on Monday. The Petersburg office is doing testing. Dinwiddie's office is providing shots only. The State is changing their database systems again. They are administering immunizations that are required for school.

The next CPMT meeting is on October 27, 2021 at 9 AM and will be held in person in the Dinwiddie Training Room.

CLOSED SESSION

At 10:42 AM, upon the motion of Anne Howerton and seconded by Terry Arthur and all were in favor,

The Community Policy and Management Team (CPMT) convened into a closed meeting under:

§2.2-3711 (A)(4). The protection of the privacy of individuals in personal matters not related to public business.

- Discussion of Children's Services Cases

§2.2-3711 (A) (16). Discussion or consideration of medical and mental health records subject to the exclusion in subdivision 1 of Section 2.2-3705.5.

- Discussion of Children's Services Cases

AYES: Natachia Randles, Sheila Green, Eileen Drake, Anne Howerton, Ami Williams, Terry Arthur

NAYS: None

ABSENT: Alicia Lee, Sheryl Jackson-Wade, Erica Stewart, Tracy King, Diana Barnes, Pam Joyner

At 11:02 AM, upon motion of Sheila Green, seconded by Ami Williams, the CPMT reconvened into open session. All were in favor.

AYES: Natachia Randles, Sheila Green, Eileen Drake, Anne Howerton, Ami Williams, Terry Arthur

NAYS: None

ABSENT: Alicia Lee, Sheryl Jackson-Wade, Erica Stewart, Tracy King, Diana Barnes, Pam Joyner

CERTIFICATION AND MOTION TO ADOPT CERTIFICATION RESOLUTION

Whereas, the Community Policy and Management Team convened in a closed meeting under section

§2.2-3711 (A)(4). The protection of the privacy of individuals in personal matters not related to public business

- Discussion of Children's Services Cases

§2.2-3711 (A) (16). Discussion or consideration of medical and mental health records subject to the exclusion in subdivision 1 of Section 2.2-3705.5.

- Discussion of Children's Services Cases

And whereas , no member has made a statement that there was a departure from the lawful purpose of such closed meeting or of the matters identified in the motion discussed.

Now may it be certified , that only those matters as were identified in the motion were heard, discussed or considered in the meeting.

Upon motion of Anne Howerton, seconded by Eileen Drake, the Certification Resolution was adopted.

AYES: Natachia Randles, Sheila Green, Eileen Drake, Anne Howerton, Ami Williams, Terry Arthur

NAYS: None

ABSENT: Alicia Lee, Sheryl Jackson-Wade, Erica Stewart, Tracy King, Diana Barnes, Pam Joyner

Upon motion of Anne Howerton, seconded by Eileen Drake, the September budget was approved as presented.

AYES: Natachia Randles, Sheila Green, Eileen Drake, Anne Howerton, Ami Williams, Terry Arthur

NAYS: None

ABSENT: Alicia Lee, Sheryl Jackson-Wade, Erica Stewart, Tracy King, Diana Barnes, Pam Joyner

ADJOURNMENT

The meeting was adjourned at 11:04AM.