

**Dinwiddie County**  
**Community Policy and Management Team**  
**Minutes**  
**Wednesday, December 17, 2025**  
Dinwiddie Government Center  
14010 Boydton Plank Road, Dinwiddie, VA

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**Roll Call:**

Donna Harrison, Dinwiddie DSS, Director, Chair

Anne Howerton, Deputy County Administrator-Finance

Mary Peters, DCPS/SPED Director

Myisha Smith, Salisbury-Rivermont School/Private Provider

Eileen Drake, CPMT Parent Representative

Tracy King, 11<sup>th</sup> District CSU, Director

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

Toria Wilkerson, CSA Management Specialist

Crater Health District, Nurse - Vacant

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The meeting was called to order at 9:10 AM by the Chair, Donna Harrison.

The November minutes were approved. A motion was made by Eileen and seconded by Mary. All were in favor.

**New Business:**

The FY2026 CSA Financial Report showed the actual final total of \$260,683.97 (\$83,350.73 - Local & \$177,333.24 -State).

The OCS and State Executive Council published SEC Policy 4.1.1 - Children in Need of Services (CHINS) & SEC Policy 3.5 for Records Management & Appendix B connected to 'Model CSA Parental Agreement that will be effective 2026' have been out for review and comments. Members reviewed the OCS Fall 2025 Newsletter.

**Department Reports:**

Anne has been finishing up the audit process and will be starting the budget process. Donna is recuperating from the snow and working on applications to get services &

SNAP rates. Their CPS workload has increased. Social Services will be fully staffed by January 16. They have new Family Services Specialist joining their office. Mary indicated that Ms. Lee would be out for a month. She is assisting with her that job through this. She working is on the budget. They are noting the snow days have effected meetings. There are roughly two weeks for school to out. Eileen reported that they have an Art Therapist named Lori who is working with Frank Piotrowski on some projects with our children. There is a Sail Senior Class that is an evidenced based program. This is for individuals who exercise while they are in their chair. They can use ankle weights for their hands as well. There have been some older people attending. It is a group of ten. Toria noted that FAPT is going better. There is an increase in communication across our agencies. We had a Holiday cookie exchange that was engaging for us all. The IFSP's Training was sent out to FAPT & CPMT to 'Save the Date' Training. There will be insight on progression and discharge planning through the process.

The next CPMT meeting is on January 28, 2026 at 9:00 AM and will be held in person at the Dinwiddie Training Room.

### **CLOSED SESSION**

At 9:30 AM, upon the motion of Mary Peters and seconded by Eileen Drake 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: Antonia Young, Mary Peters, Tomasina Cooke, Donna Harrison, Eileen Drake, Anne Howerton, Toria Wilkerson

NAYS: None

At 10:08 AM, upon motion of Anne Howerton, seconded by Eileen Drake, the CPMT reconvened into open session. All were in favor.

AYES: Antonia Young, Mary Peters, Tomasina Cook, Donna Harrison, Eileen Drake, Anne Howerton, Toria Wilkerson

NAYS: None

### **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 Donna Harrison, seconded by Eileen Drake, the Certification Resolution was adopted.

AYES: Antonia Young, Mary Peters, Tomasina Cook, Donna Harrison, Eileen Drake, Anne Howerton, Toria Wilkerson

NAYS: None

Upon motion of Myisha Smith, seconded by Eileen Drake, the December budget was approved as presented. All were in favor.

AYES: Antonia Young, Mary Peters, Tomasina Cook, Donna Harrison, Eileen Drake, Anne Howerton, Toria Wilkerson

NAYS: None

### **ADJOURNMENT**

The meeting was adjourned at 10:10 AM. Tracy King motioned and Myisha Smith seconded with all in favor.