

**Dinwiddie County**  
**Community Policy and Management Team**  
**Minutes**  
**Wednesday, April 22, 2020**  
Dinwiddie Government Center  
14010 Boydton Plank Road, Dinwiddie, VA

The meeting was held in conformity with and in compliance with the Pandemic Disaster Continuity of Operations Ordinance approved by the Dinwiddie County Board of Supervisors on April 14, 2020. Angel Young-Gill was responsible for receiving public comment and identified in the notice. The notice that was provided allowed for the opportunities for the public to access and participate in such electronic meeting to be identified on the Dinwiddie County website.

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**Roll Call:**

Regina Smith, District 19 CSB, Clinical Manager, CPMT Chair - joined electronically from

Chesterfield, VA

Pam Joyner, DCPS, Director of Special Education, Vice Chair - joined electronically from

Petersburg, VA

Anne Howerton, Deputy County Administrator, Finance & General Services - joined electronically

from McKenney, VA

Sheila Green, Centra Health Rivermont/Principal, Private Provider - joined electronically from

Dinwiddie, VA

Erica Stewart, Centra Health Rivermont/Guidance Counselor - joined electronically from Dinwiddie, VA

Rose Mastracco, Dinwiddie DSS, Director - joined electronically from Amelia, VA

Colleen Hazard Maxwell, 11<sup>th</sup> District CSU, Director - joined electronically from Midlothian, VA

Terry Arthur, Crater Health District, Nurse - joined electronically from Dinwiddie, VA

Eileen Drake, Parent Representative - absent

Aleisha Manson, Crater Health District, Nurse - absent

Sheryl Jackson-Wade, 11<sup>th</sup> District CSU, Supervisor - absent

Amanda Skalsky, CSA Management Specialist - joined electronically from Prince George, VA

Angel Young-Gill, Children's Services/CSA Director - joined electronically from Dinwiddie, VA

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The meeting was called to order at 9:10 AM by Chair, Regina Smith.

The February minutes were approved. A motion was made by Anne and seconded by Rose. All were in favor. The March 2020 CPMT was canceled due to COVID-19 to allow for an ordinance.

New Business:

The FY 2020 Pool Reimbursement and Transaction History Reports filed on March 24, 2020 were distributed. It showed the year to date expenditure amount of \$1,213,843.77 (\$810,936.81 - State & \$402,906.96 - Local).

Members were updated on the potential revisions to the Dinwiddie County Children's Services Act (CSA) Bylaws, Policies and Procedures (September 2019). It was reviewed by members and our County Attorney (Tyler Southall). A revision was approved for page 16, II A (Access to funds) to increase the "emergency funds to \$10,000 per case." It will read as:

(\*In emergency situations, the authorized CPMT representative may grant funding up to \$10,000.00 per case upon notification from the CSA Coordinator. These emergency funds must be reviewed for approval at the next CPMT meeting.)

Members would like to see if the Bylaws, Policies and Procedures can include the pandemic ordinance to allow for natural disasters and potential emergencies. Some have seen this connected to the Freedom of Information Act (FOIA). This would allow for CPMT to convene electronically in future disasters or pandemics. Angel agreed to confer with Tyler on this question. Everyone will look for similar language to share with our attorney related to this inquiry.

Angel and Pam updated members on the joint letter for Private Day Community Partners that was sent on April 2, 2020. It emphasizes the need for 'equitable access and support being provided for all Dinwiddie students in public and private day schools. Through our consultation, we have determined that our locality will continue to fund Private Day Placements per our student's individual educational plans- refer to the distributed April 2, 2020 letter.' There will be required documentation to ensure this is occurring in the public and private school settings.

The Fiscal Year 2020 Children's Services Act (CSA) Local Agency - Annual Risk Assessment Survey was previously submitted on April 5, 2019 by this locality. Members reviewed this survey and they decided to keep the same responses. A motion was

made to approve this by Colleen that was seconded by Terry with all members in favor. Angel will complete the Fiscal Year 2021 Local Agency- Annual Risk Assessment Survey to OCS prior to May 8, 2020. Members agreed to participate in the JLRAC (Joint Legislative Audit and Review Commission) data collection of CSA information.

Rose reported that they are moving forward and working differently. They are using tele-conference systems such as Doc.Em & WebEx to meet with their foster children as well as unit staffing's. They are hiring new staff. There are not a lot of CPS calls during this COVID-19 period. There have been more adult service cases. Marie is writing some community public announcements in the community resources and inquiries on possible concerns. Colleen stated that there is a budget and hiring freeze due to COVID-19. The court has minimum staffing in the office. They are teleworking. Court is on Tuesday and Friday. They are still hearing custody cases for children who are at risk or have parents incarcerated/deceased. They are fully staffed. The staff can do the Basic Skills of a Probation Officer course through their web based training. They are operating under the Supreme Court policy that is set to expire on Sunday. It has been written to be renewed if needed. They are seeing more protective orders with adults. Terry stated that the Health Department is running as usual. They are taking everyone's temperatures daily. They have nursing teams. They are calling in COVID-19 investigations and sending it to Petersburg then it goes to the State VDH. Immunizations on babies & family planning are occurring in all areas except Surry and Sussex. Sheila reported that their operations are very different with their students. They are doing virtual distant learning and classes with teachers 3 times a week. Life Skills is being done through their LCSW. They are getting the information out to parents and parents can do sessions with them. Packs go out every other week and includes papers and pencils packages. This is done with 2 home visits (dropping off and picking up materials). They are doing Zoom sessions with them. They have been able to see the behaviors with their children through this interaction. Anne indicated that she had to restart the budget. The loss of revenue is unavailable and can be affected. The salary survey was taken out. They cut about \$3 million from the budget. The budget will be voted on during the May 5<sup>th</sup> Board of Supervisors meeting. She has been working out of the Ragsdale Community Center verses our Government Center. Kevin is at the Government Center on a daily basis. Pam stated that on April 14<sup>th</sup>, they will provide continuous learning for students with meals at Sunnyside Elementary and moved from the Eastside Enhancement Center to Sutherland Elementary. They have given out a thousand meals by picked up/delivery. They have seen an increase in meals picked up. They are anticipating this will continue to increase. They are planning to provide these meals as long as they can. Virtual learning packages are being given out. They are reconvening all IEP meetings. There were no extensions given. They are focusing on next year. They are looking at a Plan A and B for the Fall. Regina reported that they are still working. They are closed to the public due to COVID-19. This is based on the Governor's order that extends to June 10<sup>th</sup>. She indicated that 90% of District 19 CSB is teleworking. They are using virtual capabilities for crisis screenings. They are seeing aggression in children, domestic violence concerns, and emergency respite as needed for recommendations. Ten percent of their staff were furloughed for 60 days. This may be revisited.

The next CPMT meeting is on May 27, 2020 at 9 AM and will be held electronically based on the current BOS Ordinance.

### **CLOSED SESSION**

At 10:17 AM, upon the motion of Sheila Green and seconded by Rose Mastracco,

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: Regina Smith, Anne Howerton, Terry Arthur, Pam Joyner, Sheila Green, Rose Mastacco, Colleen Hazard Maxwell

NAYS: None

ABSENT: Eileen Drake, Aleisha Manson, Sheryl Jackson-Wade

At 10:50 AM, upon motion of Anne Howerton, seconded by Colleen Hazard Maxwell, the CPMT reconvened into open session.

AYES: Regina Smith, Anne Howerton, Terry Arthur, Pam Joyner, Sheila Green, Rose Mastracco, Colleen Hazard Maxwell

NAYS: None

ABSENT: Eileen Drake, Aleisha Manson, Sheryl Jackson-Wade

### **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 Pam Joyner, the Certification Resolution was adopted.

AYES: Regina Smith, Anne Howerton, Terry Arthur, Pam Joyner, Sheila Green, Rose Mastracco, Colleen Hazard Maxwell

NAYS: None

ABSENT: Eileen Drake, Aleisha Manson, Sheryl Jackson-Wade

Upon motion of Anne Howerton, seconded by Colleen Hazard Maxwell, the budget was approved as presented.

AYES: Regina Smith, Anne Howerton, Terry Arthur, Pam Joyner, Sheila Green, Rose Mastracco, Colleen Hazard Maxwell

NAYS: None

ABSENT: Eileen Drake, Aleisha Manson, Sheryl Jackson-Wade

## **ADJOURNMENT**

The meeting was adjourned at 11:06 AM.