

Dinwiddie County
Community Policy and Management Team
Minutes
Wednesday, March 22, 2023
Dinwiddie Government Center
14010 Boydton Plank Road, Dinwiddie, VA

Roll Call:

Donna Harrison, Dinwiddie DSS, Director (Left before closed session)

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

Pam Joyner, DCPS, Director of Special Education

Myisha Smith, Salisbury-Rivermont School/Principal, Private Provider - (Present for closed session only)

Bridget Mangrum Brown, Salisbury-Rivermont School/NS Clinical Supervisor, Sch. ABA Clinic-Absent

Eileen Drake, Parent Representative

Anne Howerton, Deputy County Administrator, Finance & General Services, Vice-Chair

Tracy King, 11th District CSU, Director, Chair

Tomasina Cook, 11th District CSU, Supervisor-Absent

Cori Ford, 11th District CSU, Supervisor - Absent

Terry Arthur, Crater Health District, Nurse - Absent

Alicia Lee, DCPS, Special Education- Absent

Ami Williams, District 19 CSB, Outpatient Therapy Supervisor - Absent

Devin Nicholas, Dinwiddie DSS, Family Services Supervisor - Absent

Kathy Vaughan, Dinwiddie DSS, Administrative Services Manager - Absent

Amanda Skalsky, CSA Management Specialist

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

The meeting was called to order at 9:00 AM by the Chair, Tracy King

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

New Business:

The FY 2023 Pool Reimbursement and Transaction History Report #6 was filed on March 13, 2023. The total year to date expenditure amount is \$189,859.89 (\$128,717.44 - State & \$61,142.45 - Local).

Amanda updated members on the SLAT report (2/24/2023) and the SEC report (3/9/2023) both of which were attached to the CPMT agenda and viewed on screen during the meeting. Diana had a question about HB 1945 if it passed, as she believed it did pass. The CSA budget for FY2024 was viewed. It was noted that Angel put in a budget request for Laser Fiche to help eliminate the use of paper files and transition to digital files. Anne reported IT is looking at the costs associated with the Laser Fiche system as IT should be able to complete some of the work which was listed in the estimate to help reduce costs. The VDSS Exceptional Circumstances Payment Guidelines and referral form were discussed. This is a pilot program which will run February 1, 2023 to May 31, 2023, and it is for foster parents to utilize funding through the Governor's budget amendments to address the issue of kids in foster care sleeping in local department offices due to no available placement. The intention of the program is to evaluate whether the exceptional circumstances payments reduce the number of children who become at-risk or are displaced. The program guidelines address the following topics-child criteria for funding, payment time frames and amounts, allowable usages, referral process, data tracking, payments to foster parents, and reimbursement to LDSS. The program referral form was attached to the CPMT agenda.

Administrative Memo #23-02-Review and Reallocation of FY2023 WRAP-Around Services for Students with Disabilities (SPED WRAP) was discussed. The memo informs that at the end of February 2023 locality expenditures of SPED WRAP-Around will be analyzed and the following actions taken. The locality SPED WRAP Allocation will be removed if the locality has not recorded any expenditures/reimbursement in the LEDRS system in expenditure category 2H (WRAP Around Services for Students w/Disabilities) as of 2/28/2023 and will take effect 3/1/2023. If locality SPED WRAP allocation is removed and funding is needed after 3/1/2023 then a new allocation request will need to be made through OCS (go to WRAP allocation tab then WRAP section-select request new WRAP).

Administrative Memo #23-03-Suspension of the Q RTP Designation by the Department of Social Services was discussed. On 3/2/2023 VDSS announced suspension of Q RTP designation for congregate care placements of youth in foster care. The impacts to CSA include, effective 4/1/2023 IV-E will no longer be a funding source for room/board and daily supervision costs in therapeutic group homes or children's RTC. The costs for room/board and daily supervision for foster care youth will be billable to CSA, this

applies to existing and new placements. Any CSA funded placements are subject to the usual FAPT and CPMT processes, including emergency placements. CSA should work with local DSS to determine previously IV-E eligible monthly costs that will be shifted to CSA and gain the approval of the CPMT for those added costs promptly. All OCS guidance concerning the QRTP process is suspended effective 2/1/2023.

Amanda asked for CPMT input on relocating FAPT and CPMT meetings back to the CSA conference room. Eileen stated she would prefer to be in the CSA conference room for CPMT meetings as she is able to hear better. Supervisors/Directors will ask their case managers if they prefer to return to the CSA conference room or to stay in the training room. Amanda also asked them to think about if we do transition to the CSA conference room what timeline would they want to look at, and this worker suggested maybe August 2023 if we went back to the CSA conference, and also what safety precautions would we need to put in place (ex. masks, spacing, etc.), but this is something that can be discussed further at the next meeting once they have had a chance to speak with their case managers.

There was also a discussion at the last CPMT meeting about putting in an electronic process with FAPT and CPMT chair for electronic referrals to be completed for the GREAT program. This would be using D19 MHI funding and FAPT would need to approve and then the CPMT chair would approve. All CPMT members were in agreement that an electronic referral process for those cases can be completed, signed off by FAPT and the CPMT chair. Amanda stated Angel would create the list which details the client information and MHI amount utilized.

Amanda asked the CPMT team for input on the joint CPMT and FAPT training. Amanda asked what topics would they like to see and members asked for the question to be asked of the FAPT members as they may have more specific topics/ideas of what they would like to see covered. Pam stated now, end of year and beginning of year was not a good time for trainings for her staff as they are busy with the schools, this worker asked what months would be possible options and October was discussed.

Department Reports:

Anne reported they are continuing to work on budgets. Diana reported there continues to be a huge state of flux at the CSB. Brooke Payne, Clinician at Crater, has started to pick up case manager duties for Dinwiddie cases on a temporary basis. They are continuing to recruit staff and currently have an offer out to someone now and if that person accepts they will be on the Dinwiddie team. Diana has been tasked with getting their new electronic health records system up and running, she will need to put in the information/data for the programs she oversees/supervises, she will be working on this for the next year. Ami Williams will likely be attending CPMT in Diana's absence as Diana works through the new health record system. Diana reported they have a new outpatient therapist, and they have also hired someone to do groups and they start Monday. Their executive director resigned as of March 1, 2023 and their prior director Joe will be their interim director for the next 4 months. Pam reported they continue to keep rolling along, teaching and learning continues. Eileen did not have anything new

to report today. Tracy reported there continue to be vacancies at court services. She has been tasked with having to pull other staff to cover other offices in their locality. The new recruitment system they have is disorganized, she was listed incorrectly in their system so she was not able to pull applications, and she has had to re-advertise for positions. She reported she will be going out on medical leave beginning Friday March 24, 2023. While she is out Ms. Cook will be filling in for her at CPMT. Donna/DSS was not present for this portion of the meeting.

The next CPMT meeting is on April 26, 2023 at 9 AM and will be held in person at the Dinwiddie Training Room.

CLOSED SESSION

At 9:25 AM, upon the motion of Anne Howerton and seconded by Diana Barnes 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: Anne Howerton, Diana Barnes, Pam Joyner, Myisha Smith, Eileen Drake, Tracy King, Amanda Skalsky

NAYS: None

ABSENT: Donna Harrison, Bridget Magrum-Brown, Tomasina Cook, Cori Ford, Terry Arthur, Alicia Lee, Ami Williams, Devin Nicholas, Kathy Vaughan, Angel Young-Gill

At 9:53 AM, upon motion of Myisha Smith, seconded by Diana Barnes, the CPMT reconvened into open session. All were in favor.

AYES: Anne Howerton, Diana Barnes, Pam Joyner, Myisha Smith, Eileen Drake, Tracy King, Amanda Skalsky

NAYS: None

ABSENT: Donna Harrison, Bridget Magrum-Brown, Tomasina Cook, Cori Ford, Terry Arthur, Alicia Lee, Ami Williams, Devin Nicholas, Kathy Vaughan, Angel Young-Gill

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 Pam Joyner, seconded by Anne Howerton, the Certification Resolution was adopted.

AYES: Anne Howerton, Diana Barnes, Pam Joyner, Myisha Smith, Eileen Drake, Tracy King, Amanda Skalsky

NAYS: None

ABSENT: Donna Harrison, Bridget Magrum-Brown, Tomasina Cook, Cori Ford, Terry Arthur, Alicia Lee, Ami Williams, Devin Nicholas, Kathy Vaughan, Angel Young-Gill

Upon motion of Donna Harrison, seconded by Pam Joyner, the March budget was approved as presented.

AYES: Anne Howerton, Diana Barnes, Pam Joyner, Myisha Smith, Eileen Drake, Tracy King, Amanda Skalsky

NAYS: None

ABSENT: Donna Harrison, Bridget Magrum-Brown, Tomasina Cook, Cori Ford, Terry Arthur, Alicia Lee, Ami Williams, Devin Nicholas, Kathy Vaughan, Angel Young-Gill

ADJOURNMENT

The meeting was adjourned at 9:55 AM.