

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

**DATE: January 24, 2019**

1. The meeting was called to order on January 24, 2019 at 9:00 a.m. in the Goochland-Powhatan Community Services Board Room. Stacy Gill chaired the meeting. Audra Morris added CANS Policy & Procedures to the Agenda under Administrative Items.

**Present:**

Stacy Gill/Chair, CSB  
Colleen Hazard/Secretary, 11<sup>th</sup> District CSU  
Sharon Rochelle, DSS  
Lynn Clayton-Prince, Schools  
Rob Johnson/Private Provider Rep, Grafton  
Jeff Searfoss, Sheriff's Department  
Danny Smith, Sheriff's Department  
Audra Morris, Children's Services Manager

**Absent:**

Charla Schubert/Treasurer, Finance Director  
Vicki Stamps/Vice-Chair, Health Department  
Ted Voorhees, County Administrator  
Phoebe Wright/Parent Rep  
Katie Wojcicki/FAPT Chair, Schools

2. On a motion by Jeff Searfoss and seconded by Colleen Hazard, the Consent Agenda items were approved as presented or amended: a.) 12.20.18 CPMT Minutes and b.) Nov. and Dec. 2018 Pool Reports.

3. Audra Morris reported the following FY19 Financials:

-Local Medicaid Match: None Reported for FY19

Encumbrances and Expenditures:

-CSA:	\$1,585,667
-Wrap-Around:	\$ 21,808
-PSSF:	\$ 6,576

The following administrative items were reviewed:

- a. Audra Morris provided the Team with the Rural CSA Training and Resource Day – Save the Date leaflet (copies provided upon request). Audra informed the Team the registration information will be forwarded by the end of February.
- b. Audra Morris provided the Team with CSB's Same Day Access information (copies provided upon request).
- c. Audra Morris provided the Team with 2019 GA CSA Bills and Budget Amendment information (copies provided upon request).
- d. Audra Morris provided the Team with Families First Act workgroup updates (copies provided upon request). Audra requested the Team read over the updates and provide any input she could share during upcoming meetings.

- e. Audra Morris and the Team discussed the potential financial impact on the local program in future audits if CANS assessments are not completed in a timely manner according to the new state and local policies. The Team agreed to move forward with the following changes; with the understanding that the plan will be finalized after the March meeting when core participating agency contingency plans are submitted:

Procedures:

1. Participating Agency Contingency Plans will be presented during the March CPMT mtg, & implemented by 7/1/19.
2. Effective 7/1/19, Agency will be responsible for days from due date to actual date of completion.
3. Effective 7/1/20, Agency will be responsible for time period the CANS covers (90 days, 6 months, 1 year, etc. per CANS frequency requirements).

Notes:

1. Audra Morris will create a report to provide to each participating agency, recording the potential financial impact and responsibility if state chargebacks occur for Agency budgeting purposes at the end of each fiscal year.
  - a. CANS w/potential chargebacks will be reported to CPMT at each regularly scheduled meeting through 6/30/19.
  - b. Reports will be provided to the CPMT Rep of each participating agency on a quarterly basis beginning 7/1/19.
2. Agency financial responsibility will not exceed 100% of chargebacks.

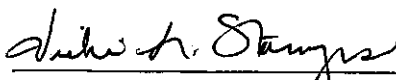
The financial and administrative items were reviewed and on a motion by Jeff Searfoss and seconded by Lynn Clayton-Prince, all items were approved as presented or amended.

4. Stacy Gill 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, incl. 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 info., were discussed.
5. Upon a motion by Colleen Hazard and seconded by Jeff Searfoss, the CPMT meeting was reconvened.
6. Stacy Gill moved that CPMT certify that in accordance with the Code of Virginia 2.2-3712(D); during the Closed Session only public business matters lawfully exempted from the 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. Upon a motion by Jeff Searfoss and seconded by Lynn Clayton-Prince, the closed session was certified.
7. Upon a motion by Colleen Hazard, seconded by Jeff Searfoss, and carried by the majority, all cases were approved as presented or amended during closed session.

<u>Name</u>	<u>Vote</u>
Sharon Rochelle	Aye
Stacy Gill	Aye
Jeff Searfoss	Aye
Colleen Hazard	Aye
Lynn Clayton-Prince	Aye
Rob Johnson	Aye (Rob Johnson abstained from any decisions with regards to services provided by Grafton.)

8. The CPMT meeting was adjourned at 11:20 a.m. The CPMT's next regular meeting will be held on February 28, 2019.

These minutes were approved at the 2/28/19 CPMT meeting with a vote of 6 / 10.

  
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 Powhatan CPMT Attending Officer or Member

  
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