

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

**DATE: September 24, 2020**

1. The meeting was called to order on September 24, 2020 at 9:13 a.m. Colleen Hazard Maxwell chaired the meeting.

**2. Present:**

- Ned Smither, County Administrator
- Sharon Rochelle/Vice-Chair, DSS via conference call
- Colleen Hazard Maxwell/Chair, 11<sup>th</sup> District CSU
- Phoebe Wright/Parent Rep
- Kara Brooks/Private Provider Rep, EBA
- Danny Smith, Sheriff’s Department
- Charla Schubert/Treasurer, Finance Director
- Lynn Clayton-Prince, Schools
- Audra Morris, Children’s Services Manager

**Absent:**

- Stacy Gill, Secretary/ CSB
- Vicki Stamps/Health Department
- Meghan Carroll/FAPT Chair, DSS

3. On a motion by Phoebe Wright and seconded by Kara Brooks, the Consent Agenda items were approved as presented or amended: a) 8.27.2020 CPMT Minutes, b-e) Pool Reports-Aug 2020 (FY20 and FY21), and f) IEPs.

4. Audra Morris reported the following Financials:

<u>County Budget FY’21 for CSA Services - \$1,942,120 for services</u>	<u>Encumbrances &amp; Expenditures</u>
<u>State Allocations:</u>	
Medicaid Match:	\$ -
CSA Services FY’21 State Allocation: \$1,718,154	\$ 1,065,546
Wrap-Around FY’21 allocation-\$21,656	\$ 5,199
PSSF FY’21 allocation \$18,000	\$ 16,285

Audra Morris reported the following Administrative Items:

- a. Audra Morris provided the Team with the updated CANS.CQI.UR Policy & Procedures (copies available upon request) and requested approval. Audra also informed the Team the approved updates will be sent to all case managers, FAPT members, and CPMT members to read and acknowledge for training purposes.
- b. Audra Morris provided the Team with the original and updated Placement Agreement from St. Joseph’s Villa (copies available upon request). Originally, St. Joseph’s Villa placement agreement stated it superseded the Powhatan CSA contract and stated provider is paid based on enrollment rather than attendance or participation. Audra recommended not signing the original agreements. St. Joseph’s agreed to serve children until the differences are resolved. The updated agreement contains language that does not supersede the contract and St. Joseph’s is willing to accept the addition under Paying Agent, Section b: “Except as noted in Section 13/School Attendance of the Principal Agreement/Contract”. The Team also agreed to add “as defined in the IEP and” under Paying Agent, Section d, after “Assume responsibility for payment of tuition and services” in the first sentence. Lynn Clayton-Prince also informed the Team of the addendums to IEPs and the attendance/participation measures that have been put in place to ensure appropriate service provision. The Team agreed to wait for final decision of Henrico County with regards to acceptance of the revised agreement before moving forward. However, in the best interest of students, agreed to accept the changes discussed if student placements are in jeopardy prior to Henrico’s final decision.
- c. Audra Morris provided the Team with a summary of the September 10, 2020 SEC meeting (copies available upon request) and reminded the Team to register for the virtual CSA Conference which will count towards required training.


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

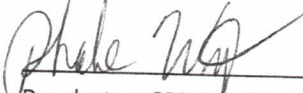
5. Colleen Hazard Maxwell moved that CPMT go into Closed Session in accordance with the Code of Virginia 2.2-3711(A) (4) for the protection of the privacy of individuals in personal matters not related to public business. The Team approved.
  - a. Case Reviews, incl. service plans, FAPT/CPMT/IFSP/FC 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.
6. Colleen Hazard Maxwell moved that the CPMT open meeting be reconvened. The Team approved.
7. Colleen Hazard Maxwell 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. The Team approved.
8. Upon a motion by Phoebe Wright, seconded by Lynn Clayton-Prince, and carried by the majority, all cases were approved as presented or amended during closed session.

<u>Name</u>	<u>Vote</u>
Ned Smither	Aye
Sharon Rochelle	Aye
Phoebe Wright	Aye
Colleen Hazard Maxwell	Aye
Lynn Clayton-Prince	Aye
Danny Smith	Aye
Kara Brooks	Aye
Charla Schubert	Aye

9. The CPMT meeting was adjourned at 10:46 a.m. The CPMT's next regular meeting will be held on October 22, 2020.

These minutes were approved at the 10/22/2020 CPMT meeting with a vote of 7/10.

  
Powhatan CPMT Attending Officer or Member

  
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