

MINUTES

Hanover County CPMT

Date | time 7/14/2016 12:30 PM | *Meeting called to order by* Jim Taylor at 12:35 PM

In Attendance

Jim Taylor, Chair | Mickey Callender | Sheila Crossen- Powell | Claiborne Mason | Lynn Robbins | Ivy Sager | Re'Nee Teague | Kara Brooks | Jackie Manzer

Absent: Diane Brown | BJ Zarris |

Approval of Minutes

The minutes from the June 30, 2016 CPMT meeting were approved as amended, with a motion made by Sheila Crossen- Powell, seconded by Mickey Callender and approved by the CPMT. The minutes were revised to reflect Lynn Robbins' absence and a note that Jim Taylor left early, with Sheila Crossen- Powell adjourning the meeting.

Fiscal Report

Jackie Manzer presented the Fiscal report.

As of June 30th, total amounts paid and encumbered was \$4,474k, which is \$216k ahead of the same time last year. CSA has exceeded the initial State budget amount of \$3.2 million. Based on the most recent review this week, it is anticipated that mandated and non-mandated expenditures to total \$4.2 million. After factoring in recoveries, a supplemental request for \$912k is being made to OCS. Last year, the supplemental request was for \$762k, with the beginning State budget of \$3.4 million, \$200k more than this year. CSA is still within the local budgeted amount, having \$616k remaining.

The majority of encumbrances are community based (\$249k), congregate care/residential (\$180k), and private day (\$299k). Currently the wrap around category is over-encumbered for the budgeted amount. It isn't expected to come in at 100%, but if need, it can be paid from the non-mandated category, which is under budget.

Administrative Items

Kara Brooks presented new vendors to CPMT to include Fairwinds residential program, New Life for Youth, and Good Neighbor Community based services. Lynn Robbins made a motion to approve the new vendors, pending submission of all contract required documents. Sheila Crossen Powell seconded the motion and the new vendors were approved to contract with Hanover CSA for FY17.

Kara Brooks also shared the recent increase in the cost of Psychological exams; jumping with one vendor from \$1500 to \$2000. Kara Brooks will follow up with the vendor to see if the rates can be negotiated. The team also discussed other options for psychological testing, assessments and evaluations.

Jim Taylor indicated the CPMT notes can be presented to two separate documents moving forward; one file with the fiscal summaries and the second file to include IFSP's, if needed for CPMT members to reference for more detail.

Re'Nee Teague indicated the summaries and IFSP for this week indicate many youth are placed outside of the central region and in secure residential programs; when there are local group home and services available closer to Hanover. CPMT members participated in the discussion about placement decisions outside of the jurisdictional area and into higher levels of care. This will be discussed further at the retreat and in regards to FAPT guidelines for services.

Committee Reports

BJ Zarris scheduled the FAPT guidelines workgroup to meet on Friday August 5, 2016. Jackie Manzer will schedule a time to meet with the Co-Payment group during August.

Closed Session*

Upon a motion by Mickey Callender, and seconded Sheila Crossen- Powell, the CPMT went into Closed Session for consideration of parental contribution and funding requests on behalf of services for particular children and/or families.

Upon a motion by Claiborne Mason and seconded by Lynn Robbins the meeting was reconvened and certified, only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act; only such public business matters as were identified in the motion for Closed Session were discussed. All members voted in agreement and certified the closed session.

Lynn Robbins made a motion to approve the funding request per FAPT recommendations, the motion was seconded by Claiborne Mason. All CPMT members voted to approve the funding request as presented; totaling \$ 252,460.15. Claiborne Mason abstained from voting on cases related to VHBG.

Announcements

The CPMT and FAPT retreat is scheduled for 10 AM Tuesday, August 9, 2016 at the Glen Allen Library.

Next Meeting

Date | time 11 August 2016 12:30 pm | **Location:** Community Resources 12306 Washington Hwy Ashland VA 23005

Jim Taylor adjourned the meeting at 1:25 PM July 14, 2016.

**Virginia code section 2.2-5210 Proceedings held to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being assessed by this team or reviewed by the community policy and management team shall be confidential and not open to the public, unless the child and family who are the subjects of the proceeding request, in writing, that it be open. All information about specific children and families obtained by the team members in the discharge of their responsibilities to the team shall be confidential.*

***VA Code section § 2.2-5206. 3. Establish policies to assess the ability of parents or legal guardians to contribute financially to the cost of services to be provided and, when not specifically prohibited by federal or state law or regulation, provide for appropriate parental or legal guardian financial contribution, utilizing a standard sliding fee scale based upon ability to pay; 9. Authorize and monitor the expenditure of funds by each family assessment and planning team or a collaborative, multidisciplinary team process approved by the Council;*