

MINUTES

Hanover County CPMT

Date | time 8/11/2016 12:33 PM | *Meeting called to order by* Jim Taylor

In Attendance

Jim Taylor, Chair | Diane Brown | Mickey Callender | Sheila Crossen- Powell | Claiborne Mason | Lynn Robbins | BJ Zarris | Kara Brooks | Jackie Manzer

Absent: Ivy Sager | Re'Nee Teague

Approval of Minutes

The minutes from the July 14, 2016 CPMT meeting were approved, with a motion made by Mickey Callender, seconded by Sheila Crossen- Powell and approved by the CPMT.

Fiscal Report

Jackie Manzer presented the Fiscal report: Year-end expenditures were approximately \$4.1 million, coming in under the County budget by \$989k. Total expenditures are comparable to the prior year end of \$4.2 million. Although the Medicaid amount shown is at \$225,453, the actual Medicaid total for FY16 was \$314,000 and prior year was \$205,000. Factoring in the Medicaid adjustment, approximately \$42,700 more was spent in FY16 than in prior year. In reviewing activity by category, nearly all areas were under budget. Residential expenditures were \$90k less than last year, community based services were about \$60k higher than prior year, and foster care category spending was \$100k below prior year. Looking forward to next year, the initial State budget is \$3,214,432, which is \$30,892 lower than it was starting FY15. The CSA local budget for mandated and non-mandated expenditures is \$5,020,000, which is \$130k higher than it was for FY16.

Kara Brooks presented FY16 Highlights highlighting the top ten vendors utilized in FY16, average cost per child and trends with expenditure categories (attached). While the fiscal report shows an increase in Medicaid funding, which is positive for fiscal purposes, however this also shows an increase in the use of residential programs.

Administrative Items

Kara Brooks presented new potential vendors to CPMT to include Attachment and Trauma Institute, NDUTIME, and Stars Group Homes. Sheila Crossen Powell made a motion to approve the new vendors, pending submission of all contract required documents. Diane Brown seconded the motion and the new vendors were approved to contract with Hanover CSA for FY17.

Kara Brooks requested guidance from CPMT regarding a family's recent question about the parental co-payment amount. The family's insurance is going to cover the initial portion of the child's RTC stay, until Medicaid is available. CSA, on behalf of the family, is requesting out of home rates be waived while the family's insurance pays for the residential program. This request is not an appeal from the family, but a request for guidance from CPMT for this case and similar situations in the future. CPMT members agreed while a family's insurance is paying for the placement, the community based rate will remain in place, rather than increasing to the residential rates.

Kara Brooks reviewed the Risk Assessment that was sent with the Agenda and sought suggestions and recommendations from the team, prior to submitting to OCS. CPMT members supported the slightly moderate ratings in audit coverage, measurable goals and training. Kara will submit the Risk Assessment to OCS prior to August 20, 2016 as required.

Committee Reports

The FAPT guidelines workgroup met on Friday August 5, 2016 and presented information at the CPMT retreat that highlighted steps to adjust policy for future changes. The co-payment workgroup met briefly but delayed a final recommendation, as the guidelines and retreat conversations were expected to define the direction of policy.

Jim Taylor appointed a Policy Subcommittee to include BJ Zarris, Sheila Crossen Powell, and Lynn Robbins as the standing members. The CSA Coordinator and other CPMT members will support the committee as appropriate depending on the topics scheduled to be reviewed.

The subcommittee will review the co-payment policy to simplify the process and create a reasonable practice. The policy will be submitted to CPMT for action on September 22, 2016. The policy for policy changes will be updated to include the subcommittee and processes for future changes as discussed in the retreat.

Closed Session*

Upon a motion by BJ Zarris, 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 Mickey Callender and seconded by Sheila Crossen- Powell 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, with corrections to case #2519 (on Medicaid funded services) and #2451 (increase by\$7.712), the motion was seconded by BJ Zarris. All CPMT members voted to approve the funding request as presented; totaling \$ 485,392.74 of mandated and non-mandated funding. Claiborne Mason abstained from voting on cases related to VHBG.

Announcements

The CSA Vendor Open House is scheduled for August 17, 2016.

Next Meeting: **Date** | **time** 8 September 2016 at 12:30 pm | **Location:** Community Resources

Jim Taylor adjourned the meeting at 1:45 PM on August 11, 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;*