

MINUTES

Hanover County CPMT

Date | time 10/27/2016 12:00 AM | *Meeting called to order by* Tamara Temoney

In Attendance

Tamara Temoney, Chair | Mickey Callender | Claiborne Mason | Lynn Robbins | Ivy Sager | Re'Nee Teague | BJ Zarris | Kara Brooks | Jackie Manzer

Absent: Diane Brown | Sheila Crossen- Powell | Jim Taylor

Approval of Minutes

CPMT reviewed the minutes from October 13, 2016. Claiborne Mason made a motion to approve the minutes, Mickey Callender seconded the motion and CPMT unanimously approved the minutes as presented.

Administrative Items

CPMT members discussed updates presented since the last CPMT meeting about Magellan's IACCT. Prior to the meeting, Kara Brooks shared the Power Point presented by Magellan in Newport News on October 18, 2016. After discussion amongst the team members, BJ Zarris made a motion to decline contracting directly with Magellan for the IACCT. Lynn Robbins seconded the motion and CPMT unanimously agreed to decline the invitation to contract. The IACCT Contracting Decision Notice will be sent to Magellan by November 1, 2016.

Kara Brooks shared Therapy Resources, a SPED services agency, as a new potential vendor. The agency provided services to a youth that recently transferred into Hanover and the SPED team would like to maintain continuity by using the same vendor for the child's IEP support services. Mickey Callender made a motion to approve Therapy Resources, BJ Zarris seconded the motion, and CPMT approved them as a FY17 vendor.

Prior to CPMT, all members received an updated electronic copy of the CSA Policy. The order of policies was adjusted, the Table of Contents was updated to have embedded links and the revised Co-Payment Policy and related forms were included. After discussion among team members, Lynn Robbins made a motion, seconded by Re'Nee Teague, to approve the Co-Payment Policy revisions, as presented, effective November 1, 2016. All CPMT members voted to approve the Policy. Kara Brooks will distribute the policy changes and forms to all LACM and asked for the support of CPMT members in sharing the co-payment policy changes, as well as the driving philosophies of the change.

Committee Reports

BJ Zarris shared an update from the policy sub-committee regarding the review of Family Engagement Policies specifically clarifying the goal to:

- 1.) Review and improve the direct parent referral process; and
- 2.) Review and improve the FAPT approved CHINS eligibility process

The challenges driving this review and need for change in current CSA policy include:

- ◆ Some children/families have experienced delay in service provision;
- ◆ Currently different processes are seen for families (no two cases follow the same path) which leads to uncertainty among team members;
- ◆ Confusing or redundant processes;

- ♦ Family engagement practices need to be better integrated into these processes, with the hopes of engaging family voice from the beginning of CSA;
- ♦ Examination of other localities has shown Hanover to be out of step with current practices;
- ♦ There is not always an assigned person to assist a family in presenting a case and no clear manner of gathering information.

The Policy Committee proposes making changes to several policy sections (FAPT Referral Process, CHINS determination, process for presenting to FAPT, etc.) for review and approval by at the November 10, 2016 meeting. BJ Zarris shared the committee would like to proceeding with changes to these areas of policy that will involve the development of a form to gather information from families, that will utilize OCS policy and examples from other localities. The committee will also further examine family engagement policy and practices for incorporation into Hanover processes (i.e. the development of clear information on parental rights, the use of parent support partners, and CSA brochure revisions).

CPMT members discussed the information presented and supports the outline presented by the committee. BJ Zarris indicated the committee will meet again on November 3, 2016 and will present tracked policy changes for the November 10th meeting.

Lynn Robbins noted the importance of discussion and decision regarding the appointment of lead agency case managers after a child is determined eligible for CSA services, as Hanover doesn't have a current means of meeting this need.

Closed Session*

Upon a motion by BJ Zarris, and seconded Lynn Robbins, 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 BJ Zarris and seconded by Mickey Callender the meeting was reconvened. Lynn Robbins made a motion to certify the closed session, 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. BJ Zarris seconded the motion and all members voted 'Aye' in agreement to certify the closed session.

Lynn Robbins made a motion to approve the funding request per FAPT recommendations, the motion was seconded by Mickey Callender. All CPMT members voted to approve the funding request as presented (\$137,792.77 wrap, non-mandated, and mandated funding; \$172,959.50 SPED/IEP). Claiborne Mason abstained from voting on cases related to VHBG.

Lynn Robbins made a motion to apply the new rate structure to the copayment appeal (case #2470), the motion was seconded by Mickey Callender. All CPMT members voted to approve the reduction of the co-payment rate from the date of entry.

Announcements

- ♦ Ivy Sager indicated the Case Management meeting date has been set with Department heads; if other members of CPMT want to participate in the conversation, they can inquire about the details outside of CPMT. This meeting will further discuss how the role of lead agency case manager will met within the local system of care, as the CSB is not currently able to accept cases.
- ♦ Kara Brooks held a training for LACM and FAPT 10/26/2016 addressing FY16 fiscal overview, the new co-payment process, a *brief* Magellan overview, reminders about vendor contracts, and began the conversation about increasing Family Engagement at FAPT. The Power Point has been shared with each department.

Next Meeting: **Date | time** 10 November 2016 at 12:30 pm | **Location:** Community Resources

Tamara Temoney adjourned the meeting at 1:45 PM on October 27, 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;*