

**Albemarle CPMT
Charlottesville CPMT
Joint Committee Meeting Minutes
Wednesday, January 17, 2018
County Office Building
401 McIntire Road
Second Floor, Room 235-B**

Present: Phyllis Savides, Mike Murphy, Kevin Kirst, Martha Carrol, Kaki Dimock , Jennifer Wells, Diane Kuknyo, Hope Robinson, Bill Letteri & Erin Callas.

Absent: Katie Ralston, Neta Davis, Susan Bressack

Guests: Kevin Wasilewski, Hunter Smith and Garrett Jones

Albemarle: Yes

Charlottesville: Yes

Kaki Dimock called the meeting to order at 3:35

Agenda Item: Review & Approval of the Agenda/ Acceptance of Consent Agenda

Presenter: Chair

Discussion/Summary: Kaki asked for motions from Albemarle and Charlottesville to approve the consent agenda.

Documents/Resources: January 2018 Agenda, November 2017 Minutes, November/December 2017 Financial Reports sent by email.

Next Steps/Action(s) Taken: **Bill Letteri made a motion to approve for the County, which was seconded by Phyllis Savides. Erin Callas made a motion to approve for the City, which was seconded by Martha Carroll. Both motions passed unanimously.**

Agenda Item: Action: CSA Provider Agreement Revisions for January

Presenter: Jennifer Wells

Discussion/Summary. The County has two provider agreement revisions for Albemarle County Schools Department of Transportation and UVA Institute of Law, Psychiatry, and Public Policy. Modifications were made to the short form for Albemarle County Schools to use. This will allow the ACPS transportation department to be able to bill CSA for eligible children to remain in their home school. This would primarily apply to children in foster care. UVA ILPPP made some minor changes to the agreement that was approved by CPMT in November.

Documents/Resources: Document sent out with other meeting materials.

Next Steps/Action(s) Taken: Phyllis Savides made a motion to approve and Martha Carroll seconded. The motion passed unanimously.

Agenda Item: Action: Local Policy Revisions-Public Schools Transportation

Presenter: Jennifer Wells

Discussion/Summary: Per Jennifer, CPMT will need to make this local policy revision to allow for the use of the short form with the Albemarle County Public Schools.

Currently, the short form is only allowed to be used for social/recreational activities.

Documents/Resources: Draft policy revision sent by email

Next Steps/Action(s) Taken: Phyllis Savides made a motion for the County to approve the local policy revision. Martha Carroll seconded. Motion passed unanimously.

Agenda Item: Presentation-Quarterly Financial Reports

Presenter: Kevin Wasilewski and Diane Kuknyo

Discussion/Summary: Kevin discussed the financial report for Albemarle. He noted Albemarle had a 13% decrease in expenditures from this time last year. He also noted Albemarle was at its lowest match rate due to the increased use of community-based services. Diane discussed the financial report for Charlottesville. Unlike Albemarle, Diane noted that Charlottesville had an almost 13% increase. It appears the increase is due to the increase in special education services, specifically private day placements.

See copies of reports for detail.

Documents/Resources: reports sent out by email

Next Steps/Action(s) Taken: informational

Agenda Item: Presentation-Community Attention

Presenter: Hunter Smith and Garrett Jones

Discussion/Summary: Hunter Smith provided information on Community Attention's community-based services. He highlighted some new programming they are developing, which included: Everyday parenting, a girls' circle, a pilot group at Albemarle High School titled "thinking for a change", and a skill building component has been added to their electronic monitoring. He reported that the FY17 outcomes showed an 80% non-recidivism rate among those who participated in CA services. Garrett Jones made his presentation on CAFF. Garrett highlighted the impact CAFF has made by increasing the use of kinship placements.

Documents/Resources: Community Attention handouts sent after the meeting by email and CAFF documents passed out during the meeting.

Next Steps/Action(s) Taken: informational

Agenda Item: FAPT Update

Presenter: CSA Coordinators

Discussion/Summary: CPMT was provided with the FY18 Q2 FAPT satisfaction survey results. Both the city and county had a good response rate and comments. Jennifer pointed out some of the nice compliments listed in the comments from the FAPT surveys. Cheryl Lewis will share the results with FAPT. Diane asked if the

surveys were mailed out. Jennifer said the response rate is much higher when the survey is handed out to parents right after the meeting vs mailing.

Documents/Resources: Survey results for ACDSS and CDSS

Next Steps/Action(s) Taken: informational

Agenda Item: Review of Routine Foster Care Expenses

Presenter: CSA Coordinators

Discussion/Summary: Kaki asked if there were any questions.

Documents/Resources: Albemarle expense forms sent by email

Next Steps/Action(s) Taken: Informational

Agenda Item: Program Committee Update

Presenter: CSA Coordinators

Discussion/Summary: Program met and had Nick Smith with the County Schools present to speak about a new program he is developing. There is a question about the connectivity between Program and CPMT as the group tries to navigate what direction they should be moving in. Phyllis would like to add to the next agenda possibly looking at the charter and hear some feedback and encourage each of us to go back to our respective Program member asking for feedback. Phyllis thinks CPMT should guide Program. Kaki pointed out that this was one of the items from the CPMT retreat. Martha said there has been good discussion around diversity and discussion about difficulties in serving immigrant families, including challenges with resources and training staff.

Documents/Resources: n/a

Next Steps/Action(s) Taken: Add Program Charter to February agenda for CPMT discussion.

Agenda Item: CSA Coordinator Update

Presenter: CSA Coordinators

Discussion/Summary: The CANS training has been done with partner agencies to update them on the new CANS local policy. Comprehensive reviews will be done every six months and the CSA Coordinators have been monitoring to make sure the correct tool is used and completed timely. Purchase orders are withheld until CANS issues are resolved.

Documents/Resources: n/a

Next Steps/Action(s) Taken: informational

Agenda Item: OCS Communications

Presenter: CSA Coordinators

Discussion/Summary: **Administrative Memo #18-02** is good news that parent and private provider representatives will no longer have to submit the economic interest statements annually just once upon appointment. This year for Albemarle County, the representative(s) will need to fill it out and submit prior to February 1st. **Administrative**

Memo #17-06 regarding SPED-WRAP funds. Requests can be submitted for additional funds if there are left-over monies from localities who don't use it. An email was sent by OCS, as they are looking to change how they make the determination for SPED WRAP funds. There should not be any implications for Albemarle and Charlottesville as both do a good job using their SPED Wrap funds. **Administrative Memo #18-01** Parents have to sign a release of information in order to determine eligibility for CSA in order for CSA to reimburse. **The final version of SEC Policy 4.7 was sent out for information.** Kaki asked for questions. Mike asked Kevin about **#18-01**. Mike advised that if a parent refused to sign a release of information that the funding reverts to local school systems to pay with local dollars. Kevin said potential is there for a punch to the local budget; however, Kevin noted that type of scenario has not played out for Albemarle. He advised that even on the cases where legal gets involved, the school's attorney always makes that part of the agreement.

Documents/Resources: SEC Policy 4.7, Revised WRAP Fund Allocation Process Memo, Administrative Memo 18-01 Parental Consent for Information sharing for CSA Special Education Funding, Administrative Memo 18-02 Statement of Economic Interest Filings for FAPT and CPMT members and Administrative Memo 17-06 CSA Special Education Wraparound Funds for remainder of FY2018

Next Steps/Action(s) taken: informational

Agenda Item: Data Committee Report

Presenter: Kaki Dimock

Discussion/Summary: The committee made some progress. Kaki handed out a draft Dashboard and asked CPMT if these are the elements they are interested in seeing data for. This data came from OCS; although, there were some items that are not currently collected. If CPMT feels these are important data to collect, then a process for getting the information will need to be developed. Charlottesville and Albemarle CPMT reviewed the dashboard. Kaki said she feels we need to keep revisiting the dashboard and identify if there is another piece needed. She asked if there is anything that should be changed. Bill asked if we could get updated information around the Health Department data, as 2014 is what Kaki was able to access.

Documents/Resources: none

Next Steps/Action(s) taken: Phyllis will check on Foster Care prevention services that avoided foster care data. Erin will check to see if there is any data newer than 2014.

Agenda Item: Cost containment/Quality Control Workgroup

Presenter: Phyllis Savides and Jennifer Wells

Discussion/Summary: The group did not meet in December, but is in process of scheduling another meeting. The group is looking at more of a process to hold providers to a goal of monitoring progress versus rate capping.

Documents/Resources: none

Next Steps/Action(s) taken: Phyllis hopes to have a report for February CPMT meeting.

Agenda Item: Legislative Updates

Presenter: Phyllis Savides

Discussion/Summary: This list is as of last Friday. Over the weekend there were several additional bills floating around. The one she wants to highlight is HB 176 from Dickie Bell. She is curious because DOE would have to pilot in two school divisions and thinks there is potential that Albemarle might be selected as one of the pilots. She will keep us posted. Kevin said it looks like it will be a slow progress with moving funding from CSA to DOE. Bill asked how it happened and Kevin said he would like to think that he and Cheryl talking to different groups in Richmond might have had some impact and he was shocked that OCS was going to slow down and wait.

Documents/Resources: HB 176, SB 205, HJ 29, SB 146 and VACO/VML budget amendment

Next Steps/Action(s) taken: informational

Agenda Item: Other Business from CPMT

Presenter: All

Discussion/Summary: Nothing

Documents/Resources:

Next Steps/Action(s) taken: informational

Agenda Item: Presentation Schedule and Agenda Items for next month February

Presenter: All

Discussion/Summary: nothing discussed at meeting

Documents/Resources: n/a

Next Steps/Action(s) taken:

Presentation Schedule

February-Court Service Unit Agency Presentation

March- Case Presentation CDSS

April-Charlottesville City Public Schools Presentation

Kaki adjourned the meeting at 4:49 pm

Next scheduled meeting: February 21 , 2018 – Room 235-B

Respectfully Submitted:

Lisa Jordan