

**Albemarle CPMT  
Charlottesville CPMT  
Joint Committee Meeting Minutes  
Wednesday, April 17, 2019  
County Office Building  
401 McIntire Road  
Second Floor  
Room 235**

**Present:** Suzanne Fladd, Katrina Lee, Mary Stebbins, Cheryl Lewis, Katie Ralston, Kaki Dimmock, Phyllis Savides, Lori Allshouse, Diane Kuknyo, Erin Callas

**Absent:** Lisa Bietz, Martha Carroll and Hope Robinson

Quorum for Albemarle: Yes

Quorum for Charlottesville: Yes

Kaki Dimmock called the meeting to order at 3:30

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

**Presenter:** Chair

**Discussion/Summary:** Kaki asked if there were any questions, concerns or changes to the agenda and minutes. Diane advised that the minutes mention a judge by first name only and last name should be listed. The name is Darby Lowe. Suzanne had a concern about the financial reports for Albemarle. She questioned the big drop in the Private Day school numbers. Phyllis feels confident it is due to invoices slowly coming in. Kaki asked for motions for approval of the consent agenda, the financial reports and the minutes from each CPMT.

**Documents/Resources:** April 2019 Agenda, March 2019 Minutes, March Financial Reports for Albemarle and February/March Financial Reports for Charlottesville.

**Next Steps/Action(s) Taken:** Lori Allshouse made a motion to approve the Consent Agenda for Albemarle. Phyllis seconded. Diane Kuknyo made a motion to approve the consent agenda for Charlottesville. Erin Callas seconded. Both motions were approved. Lori Allshouse made a motion to approve the minutes as amended for Albemarle, which was seconded by Phyllis Savides. Diane Kuknyo made a motion to approve the minutes as amended for Charlottesville, which was seconded by Erin Callas. Both motions were approved. Diane Kuknyo made a motion to approve the financial reports for Charlottesville for both

**February and March. Misty Graves seconded. Phyllis Savides made a motion to approve the March financial reports for Albemarle. Erin Callas seconded. All motions for the financial reports were approved.**

**Agenda Item: Action:** CSA Provider Agreement Revisions for March

**Presenter:** CSA Coordinators

**Discussion/Summary:** There are no provider agreement revisions for either Albemarle or Charlottesville for April.

**Documents/Resources:**

**Next Steps/Action(s) Taken:**

**Agenda Item: Action:** OCS Annual Risk Assessment Survey

**Presenter:** CSA Coordinators

**Discussion/Summary:** This Risk Assessment is done yearly and turned into OCS assessing our own level of risk for the CSA program. This is one piece of information used by OCS when coming up with their audit schedule. Last year Charlottesville CPMT marked brand new members as moderate. This year it has changed to slightly moderate. Otherwise, it is the same. Albemarle last year marked experience on CPMT as slightly moderate and has now reduced it to low and also Albemarle incorporated feedback from the state program improvement plan submitted to the feds. Albemarle has a high level of kinship placements. These Risk Assessment documents need to be approved by the CPMT's for submission by April 26, 2019. It is a piece of the OCS audit process that helps decide whether we are audited or will again complete self-audits. Kaki Dimmock asked for motion from Charlottesville and Albemarle to approve.

**Documents/Resources:** documents sent by email

**Next Steps/Action(s) Taken:** Diane Kuknyo made a motion to approve submitting the Risk Assessment for Charlottesville CPMT. Suzanne Fladd seconded. Erin Callas made a motion to approve submitting the Risk Assessment for Albemarle CPMT. Phyllis Savides seconded. Both are approved to be submitted.

**Agenda Item: Action-Service Gap Survey**

**Presenter:** CSA Coordinators and Mary Stebbins

**Discussion/Summary:** Program met and shared from each agency around the gap areas. Again, Program sees some of the same themes from the last several years. Mary said the group came up with many gaps and narrowed it down to three top prioritized Service Gaps:

1. Outpatient providers for people with Medicaid or underinsured
2. Crisis Services: Crisis Intervention/Crisis Stabilization
3. Foster Care Services: Family Foster Care Homes and TFC Homes

There are significant needs in our area. The Foster Care Home and Out Patient Providers typically have not shown up on the surveys previously. Gap #3 refers to the

need for more local foster homes. It is sad that a medically rich community is unable to find Medicaid providers for people. Unfortunately until DMAS does something with the rate reimbursement rate it will likely not change. There was one amendment for Gap #2 to clarify no specific population was identified.

**Documents/Resources:** document sent by email

**Next Steps/Action(s) Taken:** Phyllis Savides made motion to approve the survey with the identified amendment for Albemarle. Erin Callas seconded. Kendra King made a motion to approve the survey with the identified amendment for Charlottesville. Erin Callas seconded. Both motions were approved.

**Agenda Item:** FAPT Update

**Presenter:** CSA Coordinators

**Discussion/Summary:** FAPT survey results came out and were sent out to CPMT. Many families are participating by phone rather than attending in person. Program is proposing to do away with this survey and use something different in an effort to garner more useful information. The survey was designed originally to focus on the FAPT experience and will now be tweaked to in an effort to engage families more broadly. It would be meaningful to ask about service and providers and receive feedback on those. Program should meet before the Retreat.

**Documents/Resources:**

**Next Steps/Action(s) Taken:** informational

**Agenda Item:** Review of Routine Foster Care Expenses/IFSP/Addendum Expenses

**Presenter:** CSA Coordinators

**Discussion/Summary:** Kaki asked if any questions about any of the documents.

**Documents/Resources:** documents sent by email

**Next Steps/Action(s) Taken:** Informational

**Agenda Item:** CSA Coordinator Update

**Presenter:** CSA Coordinators

**Discussion/Summary:** CSA Coordinators attended a state coordinators meeting where an update on the Families First Act was presented. Participants also talked a little about SPED Private Day Rates. There were many questions about rate capping and what would happen if providers try to charge more. Katie assumes some of this will be address at the upcoming CSA Conference. Katie and Jennifer will report out about the Conference. Provider agreements have been approved by the City and County Attorneys and should go out by the end of the month. Albemarle and Charlottesville have initiated advertising for FAPT and CPMT Private Provider Reps. Katie said we have gotten one application for Albemarle FAPT as well as a private provider Rep for Charlottesville CPMT. Cheryl made CPMT aware of a request by Family Preservation Services to do a presentation to CPMT on MST. Phyllis said she hesitates to open the

floodgates to provider presentations given time constraints and the potential volume of requests, and believes it makes more sense for providers to go to the people actually planning the services. CPMT members concurred. Cheryl indicated that FPS has followed through already on meeting with relevant local CSA partner agency staff as was previously recommended, to make case managers aware of the MST services being offered. MST is one of the evidence based services that will qualify for funding under the Families First Act once implemented.

**Documents/Resources:** none

**Next Steps/Action(s) Taken: informational**

**Agenda Item:** OCS Communications

**Presenter:** CSA Coordinators

**Discussion/Summary:** nothing to share for this month

**Documents/Resources:**

**Next Steps/Action(s) taken: informational**

**Agenda Item:** Program Committee Update

**Presenter:** Mary Stebbins-Program Committee Chair

**Discussion/Summary:** Making changes to the engagement survey was discussed in the FAPT update above.

**Documents/Resources:**

**Next Steps/Action(s) Taken: informational**

**Agenda Item:** Retreat-Agenda and planning updates

**Presenter:** Kaki and Phyllis

**Discussion/Summary:** Kaki and Phyllis advised the CPMT that the subcommittee group is going to meet on May 2<sup>nd</sup> to flesh out the work plan for the retreat. The retreat will be held at the Water Street Meeting room (as it was last year). Lunch will be provided. Please gather at 12:30 for lunch and the retreat will begin at 1:00 and run until 5:00. The Retreat will be on the regular meeting day of May 15<sup>th</sup>, third Wednesday of the month.

**Documents/Resources:**

**Next Steps/Action(s) taken: informational**

**Agenda Item:** Agency updates

**Presenter:** All

**Discussion/Summary:** Phyllis announced there would be some changes in Albemarle County DSS's Organizational chart. The structure has been one Director and two Deputy Directors. John Freeman, one of the Deputy Directors retired at the end of December. Phyllis submitted a request to the County Executives to take the Deputy Director position and turn it into two Assistant Directors. BOS approved yesterday, 4/16/19 and the Assistant Director positions will post this Friday April 19<sup>th</sup>. If anyone knows anyone who might be interested, please let him or her know of these job opportunities.

**Documents/Resources:**  
**Next Steps/Action(s) taken:**

**Agenda Item:** Other Business from CPMT

**Presenter:**

**Discussion/Summary:** Phyllis reported the cost containment work group submitted a proposal to pilot asking outpatient providers on a voluntary basis to submit a service plan that outlines therapeutic goals with structured monthly progress updates. The cost containment group could not find a way to cap rates so they shifted gears and tried to find a way to hold outpatient therapists more accountable. In addition, they sought to empower case managers to ask questions in an effort to hold providers accountable. The letters and templates were mailed out in March. We have already received some to date. Phyllis and Kaki have also received a letter from one outpatient provider strongly disagreeing with this new plan.

**Documents/Resources:**

**Next Steps/Action(s) taken:** informational

Kaki Dimmock adjourned the meeting at 4:05

**Next scheduled meeting: Retreat will be on May 15, 2019 12:30-5:00 Water Street**

Respectfully Submitted:  
Lisa Jordan