

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

Present: Jennifer Wells, Katie Ralston, Suzanne Fladd, Tarn Singh, Michael Costanzo, Crystal Lantz, Phyllis Savides, Kaki Dimock, Martha Carroll, Erin Callas, Misty Graves, Lori Allshouse, Diane Kuknyo and Jenny Jones.

Absent: Katrina Lee

Quorum for Albemarle: Yes

Quorum for Charlottesville: Yes

Phyllis Savides called the meeting to order at 3:30

Welcome of new Private Provider Reps Tarn Singh for Albemarle and Michael Costanzo for Charlottesville. Also, welcome to Jenny Jones representing Program Committee.

Agenda Item: Review & Approval of the Agenda/ Acceptance of Consent Agenda including Minutes and Financial Reports

Presenter: Phyllis Savides

Discussion/Summary: Phyllis asked if there were any questions about the minutes. Lori Allshouse had a correction to the minutes. There was an awkward sentence pertaining to the nomination of Chairs, which Lori would like amended to say "Nobody else". Lisa will make this correction. Phyllis asked for motions from both the City and County to approve the minutes with above correction and the financial reports.

Documents/Resources: July 2019 Agenda, June 2019 Minutes and June Financial Reports for Albemarle and Charlottesville.

Next Steps/Action(s) Taken: Erin Callas made a motion to approve the minutes with the noted correction and the financial reports for the City. Martha Carroll seconded. Suzanne Fladd made a motion to approve the minutes with the noted correction and the financial reports for the County. Martha Carroll seconded. Both motions were approved

Agenda Item: Presentation-FY19 Quarter 4 financial reports

Presenter: Kevin Wasilewski and Diane Kuknyo

Discussion/Summary: The County expenditures are up; however, the effective match rate has remained lower as a result of continued use of community-based services. The City has shown their growth to be slowing down. They have served less CSA children this year. Special Education expenditures continue to increase.

Documents/Resources: financial reports sent by email

Next Steps/Action(s) Taken: informational

Agenda Item: Action: CSA Provider Agreement Revisions for July

Presenter: CSA Coordinators

Discussion/Summary: The City has a revision from Grafton. These are the same revisions they make year after year and have been reviewed by the City Attorney. The County has two revisions. Secure Child made a revision adding a piece to the confidentiality section. Kids in Focus has presented the same changes from last year. Both have been reviewed by the County Attorney. Phyllis asked for motions to approve.

Documents/Resources: Documents sent by email-Secure Child Program and Kids in Focus for Albemarle. Grafton for Charlottesville

Next Steps/Action(s) Taken: Diane Kuknyo made a motion to approve the Grafton revision for the City. Misty Graves seconded. Suzanne Fladd made motion to approve the Secure Child and Kids in Focus revisions for the County. Martha Carroll seconded. Tarn Singh abstained. Both motions approved.

Agenda Item: FAPT Update

Presenter: CSA Coordinators

Discussion/Summary: The quarterly FAPT surveys for the city and county were reviewed and the results are overall very positive. Kaki saw a comment on the Albemarle FAPT survey made by a parent regarding being "outspoken advocates". Kaki asked if that parent could be invited to become a parent representative. Phyllis said they would not be eligible at this point as you cannot be a current CSA recipient and the survey is anonymous, so we do not know who made the comment.

Documents/Resources: sent with meeting documents

Next Steps/Action(s) Taken: informational

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

Presenter: CSA Coordinators

Discussion/Summary: Phyllis asked for questions on the FAPT expenses and the routine Foster Care Expenses. No questions.

Documents/Resources: documents sent by email

Next Steps/Action(s) Taken: Informational

Agenda Item: CSA Coordinator Update**Presenter:** CSA Coordinators

Discussion/Summary: Cheryl and Katie attended a meeting in Richmond regarding the state private day rate study. The folks doing the study should have a final report to OCS at the end of October. OCS will provide the General Assembly with recommendations. Katie does not know if there will be any additional meetings with opportunity for people to provide feedback. The group wants to come up with a formula for setting private day rates using student teacher ratios for example. So far, the State has set a 2% cap on private day school tuition. Katie said that it would be interesting to see if this plan will go forward. There will be more information coming. Phyllis asked if Suzanne is hearing anything at the school level. Suzanne says they do have one provider that wants to charge over that 2% and they are trying to determine what it is going to cost the county. It will definitely cost more if we continue to use this provider. The provider says they have to be able to keep salaries competitive and that is why they plan to charge more than the 2%. Katie says the City uses the same provider and they will have the same dilemma. The provider is Virginia Institute of Autism. Both localities agree they have to use VIA because there is not another provider that provides those services. Local cost for the county could be between \$60,000 -\$80,000 per year. Part of the concern is if this formula goes forward will other schools follow suit and start charging over the 2%. Kaki asked if this is happening in other districts. Jennifer and Suzanne said yes other localities were the ones who first saw the overage. Friday (7/19/19) is the State CSA Coordinator's Quarterly meeting.

Documents/Resources: none**Next Steps/Action(s) Taken:** informational**Agenda Item: OCS Communications****Presenter:** CSA Coordinators

Discussion/Summary: Administrative Memo #19-07 and the additional documents sent out by email were regarding the SPED-WRAP and Non-Mandated allocations for each locality. There were no significant changes to the amounts for either the city or county.

Documents/Resources: Three documents sent out day of meeting by email**Next Steps/Action(s) taken:** informational**Agenda Item: Program Committee Update****Presenter:** Jenny Jones

Discussion/Summary: Program has not met so Jenny does not have an update at this time. Summer is a hard time to get attendance.

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

Agenda Item: Work-plan Review

Presenter: Kaki Dimock and Phyllis Savides

Discussion/Summary:

Outreach Goal: Phyllis announced it is time to look at the work plan and see what we need to work on. CPMT had talked about inviting judges to attend a CPMT meeting. Martha updated that there will be a court-users meeting in September. There are two new judges working in our district. Phyllis asked if we (CPMT) could attend the Court Users meeting. Martha said typically DSS agencies do attend. Phyllis asked what Martha thought about asking a judge to attend a meeting. She said communication is good but she does not ever recall seeing a Judge attend a CPMT meeting. Phyllis asked for guidance on the proper way to invite a Judge to attend. Martha said speak to the Chief Clerk for J&DR Court. Martha said with additional Judges it might change availability and flexibility of the Judges. Phyllis would like to get a better sense of the Judge's view on child welfare processes and to hear his philosophy. Phyllis would be willing to extend an inquiry or invitation. Martha said she would be happy to help. Stephanie Lawson is the current chief clerk. Kaki said in another locality that she previously worked, they had open dialogues with Judges on best practices. She is surprised we do not have this here in the Charlottesville/Albemarle area. Martha said that Culpeper and Fredericksburg do have best practice conversations. Phyllis would like to suggest that we send an invitation. The worst that can happen is a no. Phyllis suggested that she and Kaki as Chairs extend an invitation as a team.

Mini Orientation: Phyllis and Kaki would like to schedule a time with Tarn and Michael for a mini orientation.

The Mini Dashboard: Kaki remembers a discussion that before October the elements of the dashboard will be brought back to a CPMT meeting to fill in the blanks on an environmental scan. What else do we want and what would we use? Add to September agenda?

Increase Visibility: Currently it seems that the best plan is to wait to set up a time to make a presentation to the County Board of Supervisors and the City Council until after the elections. The County could potentially have three new Board members. Are there other groups we want to contact? OCS? School Boards? Phyllis suggested possibly going to the school board after the report comes to OCS in October regarding the private day study and recommendations that will be presented to the General Assembly. Phyllis asked if there were any other places we want to think about.

Phyllis said that VLSSE has a contact on SLAT. Martha is on SLAT for the Court Service Unit. Phyllis is now the representative or back up representative for SLAT and the next meeting will be on August 1st. Maybe we can add advocacy groups for DSS and CSB to the work plan.

Insure Local CSA structure is effective: Bulk of this will be coming thru PROGRAM. Phyllis asked Jenny if maybe next time we could hear ideas about getting input from case managers.

Plan for Cost Containment Pilot: Phyllis said she messaged out to case managers to be sure they knew the provider reports were coming in. Phyllis thinks CPMT should wait a few months to get feedback from case managers on whether the reports are helpful. The point of these provider reports are to give the case managers more information to have conversations that are more robust.

Documents/Resources: CSA CQI Documentation Template sent in email

Next Steps/Action(s) taken: Add Mini Dashboard to September Agenda. Get feedback from Case Managers in October regarding provider reports? Phyllis and Kaki will contact the chief clerk regarding an invitation to the Judge to attend a CPMT meeting. Katie to add Advocacy Groups for DSS and CSB to the work plan under increasing visibility.

Agenda Item: Agency updates

Presenter: Jennifer sent the annual CPMT confidentiality form for members to sign around the table. Diane had a question about the Family First Act versus CSA funds. Diane was concerned that OCS would follow Family First Rules potentially limiting localities choice to pay for Mentors for example. Katie said the localities should still be able to decide how they are going to use their CSA funds. Phyllis said there is a grid that maps out a continuum how localities can blend CSA and Family First funding. The locality might require Family First to go thru FAPT. There are few instances where a family would only get funding through the Family First funding. Scott Reiner was in the workgroup Phyllis was in and she never heard that OCS would not pay for things with CSA that Family First will not pay. If the feds will not pay for something, it might start a conversation at the local level. Phyllis thinks the challenges will be regarding residential placements regarding IV-E dollars. VDSS is working actively to get residential facilities to meet criteria for residential placement to become approved evidence-based facilities, so they would be reimbursable under the Family First Act. It will be a huge shift. Potentially great in supporting prevention services in terms of federal dollars. Originally, Family First was supposed to start in October but now it might be July 2020. Katie has also heard October 2020 and October 2021. Phyllis is particularly interested in evidence-based community services. Kaki is delighted to report she is ending her reign as Interim Assistant City Manager. In August, Kaki will go back to the Department of Human Services and Community Attention. Mike Murphy will return to CPMT and Kaki and Misty will determine which of them will represent CPMT going forward.

Documents/Resources: none

Next Steps/Action(s) taken: informational

Agenda Item: Other Business from CPMT Members

Presenter: All

Discussion/Summary: Nothing

Documents/Resources:

Next Steps/Action(s) taken: informational

Phyllis Savides adjourned the meeting at 4:18

Next scheduled meeting: August 21, 2019 3:30-5:00 COB McIntire

Respectfully Submitted:

Lisa Jordan