

**CHARLOTTESVILLE/ALBEMARLE CPMT
CSA PROGRAM SUBCOMMITTEE
WEDNESDAY, JANUARY 9, 2019
ROOM C; COUNTY OFFICE BUILDING
2:00 – 4:00 P.M.**

MEETING MINUTES

PRESENT ATTENDEES: Jennifer Wells, Garrett Jones, Suzanne Fladd, Jenny Jones, Mary Stebbins, Katie Ralston, Hope Robinson, Tina Sexton

ABSENT ATTENDEES: Crystal Lantz, Jodie Murphy, Christa Galleo, Neta Davis

- I. Call to Order – Chair
- II. Introductions/ Addition of Critical Items/Approval of Agenda – Chair
- III. Approval of Meeting Notes and Agenda from November 7, 2018
- IV. Updates
 - A. FAPT – Christa Galleo & Jim Gross/ Julia Rubarth

CPMT members will be attending FAPT meetings in order to better understand process.
 - B. CSA Coordinators – Katie Ralston & Jennifer Wells

Coordinators will be revising the local policy regarding CANS to reflect guidance issued by OCS. The CANS assessment will now only be required annually. The City will have their on-site audit visit in February.
 - C. Partner Agency Updates – No updates
 - D. CPMT - Data Report

After discussion, program members decided to focus on domestic violence as a topic to further address. Jenny and Mary will research evidence based programs and bring back findings at next program meeting.
- V. Service Gaps

The CSA service gap survey will be due in April. The PSSF community needs assessment is also due in March. These two surveys can be completed concurrently. Program will need to meet in February to discuss and have time to submit a recommendation to CPMT in March.

 - A. Trauma Informed Services (report out from partner agencies) – No update
 - B. Multicultural Service Gap – The city has finalized an agreement with IRC to provide community based services and support to refugee families.

Program members reviewed and discussed the revised “Basic Multicultural Expectations of CSA Providers” document from CPMT. Program further revised some of the language and discussed how to incorporate these expectations into the community practice model. A final draft will be presented to CPMT for approval.

VI. Family Engagement – Will be discussed next quarter.

VII. Other/New Business

VIII. Messaging Out/Responses for CPMT or Others

Draft Community Practice Model document will be presented at the next CPMT meeting.

IX. Meeting was adjourned at 3:10pm.