

**CHESTERFIELD -COLONIAL HEIGHTS
CHILDREN'S SERVICES ACT
Community Policy and Management Team**

<p>Meeting Minutes <i>January 19,2022</i> <i>1:00- 2:30</i></p>
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Mission:

To promote a comprehensive system of community-based care that strengthens families through facilitating collaborative efforts.

Vision:

To be champions for a system of care that drives community practices which promote healthy, productive families within our communities.

Members participating Dr James Worsley, Larissa Carpenter, Diane Glover, Sherri Ball, John Salay, Danika Briggs, Karen Reilly-Jones, and William Stanley.

Staff: Kristi Schabo-Putney, Fred Hutter

I. Welcome and Introductions-

Dr Worsley called the meeting to order at 1:02pm. Kristi Schabo completed roll call. Entire session was OPEN.

II. Approval of Reports (prescreened documents via email)

- a. November CPMT minutes
- b. November and December authorized funding reports

Karen Reilly-Jones noted there was a spelling error of Mary Peters name in November minutes. Kristi made required corrections to minutes. Danika Briggs motioned for approval of the revised November minutes and motion seconded by Sherri Ball. All voted in favor, no votes in opposition, no discussion. Karen Reilly-Jones motioned for the approval of the November and December funding reports as presented. Motion was seconded by William Stanley. All voted in favor, no votes in opposition, no discussion. Reports were approved.

III. Financial Status

- a. Budget report

The Team reviewed the reports and fiscal status which were provided in advance for December 2021.

Chesterfield's total budget for FY2022 is \$15,424,200 which includes \$468,200 for Non-mandated Services; and \$11,700 for SPED Wrap Services. Current total encumbrances for Chesterfield YTD are \$13,708,883 with actual expenditures at \$5,937,681. Non-mandated services encumbered at \$134,103 with actual expenditures of \$68,178. FY22 SPED Wrap Services are encumbered at \$54,000 with actual expenditures of \$31,062.

Colonial Heights total budget for FY2022 is \$1,731,500 with an encumbered amount of \$1,962,980 and actual expenditures of \$810,057. The non-mandated budget is \$15,300 with \$0 encumbered and \$0 expended. There are no SPED wrap budget funds this fiscal year

Karen Reilly-Jones asked why there was a drop in case load between FY21 and FY22. Kristi explained that Karen Dolliver did a mass sweep/clean-up of data and closed many cases that still showed active in Harmony. This clean-up is part of the data cleanse required for the upcoming case management system conversion.

IV. Services Report

a. New case report

Team reviewed report on new cases, current placements and service and utilization management efforts. There were 4 new cases to CSA since last meeting: 1 from DSS: emergency; 2 from the CSB: 1 RTC, 1 IHH, 1 ISS; and no new placements from CCPS, CHPS, or CSU.

b. Placement counts

Presently, there are 25 residential treatment placements (relatively low compared to last years high of 40) with no admission and 2 discharges, 1 from DSS to FFH and 1 from the CSB to acute. There are 17 group home placements, with no admissions and 2 discharge, 1 to family foster home and one to TFC; There are 25 therapeutic foster care placements- 2 new admissions, 1 emergency and 1 from RTC, and 5 discharges, 1 adoption, 3 AA, and 1 FFH; SPED Day school- Chesterfield: 138 day placements, with no new IEP placements or discharges; Colonial Heights: 16 day placements- with no new IEP placements or discharges. Additional educational services combined IEP placements- 140. Community based services: 40 placements, 2 new admission (parent support, IHH), 3 discharges (service goals met).

c. Utilization management report

There are 42 total congregate care placements- 25 RTF placements and 17 in group homes, 25 placements have reached 200+ days out of the community (16 DSS placed, 9 placed by CSB). Of the 25 RTF placements, 64% (16) of these are youth are out of the community for 200+ days, 52% (8) placed by DSS and 48% (8) are CSB parent placements. Of the 17 placed in group homes, 53% (9) have reached 200+ days out of the community and 15 of these are youth are placed by DSS and 2 by the CSB. The current ALOS is 419 days and 82% of discharges to a family setting.

Currently there is one residential placement that is out of state.

31% of youth placed in RTC by the CSB are receiving parent support.

The team had an extensive discussion around the lack of discharge. It seems as though many parents are expressing concern about their children returning to their homes for reasons such as lack of family therapy, limited home passes, inadequate services in the community to support the child and family. More work needs to be done around discharge planning/schedule with families and facilities.

V. Programmatic Areas/Needs

a. FAPT waitlist update – 2 weeks

The current FAPT waitlist is at two weeks thanks to one additional FAPT day in January, 5 Mondays.

VI. State and/or Local Items

a. Local

1. Increased Medicaid rates for community-based services

A 12% increase in the Medicaid rates have been approved retroactively to July 1, 2021. Intensive in-home rate increased to \$67.50/hour, was previously \$60/hour. Since we have contract pricing with providers, a vote was required to approve not only the 12% rate increase but also to retroactively compensate the providers for services provided since July 1, 2021. Karen Reilly-Jones motion for approval of rate increase and retroactive compensation for providers. The motion was seconded by John Salay. All voted in favor, no votes in opposition, no additional discussion. Motion approved.

2. Acute facility discharge planning implications to our local system of care (Larissa Carpenter)

Larissa Carpenter discussed the current trend the CSB has observed, specifically, the perception that providers are practicing unsafe discharges from acute facilities. Poplar Springs' acute program has gone as far as dropping children

off at the children's family's home and demanding the family accept the children. Recently facilities have also asking families to approach their local CSB office/case manager and ask them to get FAPT involved for a bed- to-bed transfer without providing the family with all the details and steps typically required to getting a case to FAPT. In some cases, the facility staff may not actually know proper procedures and are placing CSB staff in an avoidable difficult position. Larissa is looking to put together a committee to discuss potential solutions to this recent problem and asked CPMT members to let her know if they are interested in participating. Sherri Ball volunteered to be on the committee.

b. State updates

1. Newly adopted SEC policy 3.2 and 3.3 (attachments)

Policy 3.2 FAPT/CPMT/MDT was adopted as is. Kristi will draft an MDT Policy for CPMT to review at the March CPMT meeting. Policy 3.3- Family Engagement: Kristi will review state policy 3.3 and draft local policy document and is looking for a volunteer to review prior to presentation at the March CPMT meeting.

2. Administrative Memo #21-17 and #22-01 (attachments)

The Office of Children's Services has released a new internet security training. All users of the state system are required to complete the training. In conjunction with the training, all passwords must now be "strong passwords" and are to be changed every 42 days (90 days for Service Fee users). All accounts that remain inactive for 90 days will be disabled and will require new Access Requests to re-establish access.

3. HB 427 CSA: parent representatives for CPMT and FAPT (attachment)

HB 427 states the Parent Representatives MUST have experience with FAPT related services.

4. SB 314 Foster Care; placement and discharge requirements (attachment)

SB 314 attachment was included for informational purposes and only impact DSS.

5. Private Day Cost Study (attachment)

Refer to attachment for additional information.

6. Progress Report on the CSA (attachment)

The CSA Progress Report was attached and highlights the States overall program outcomes.

7. CSA Family Guide (attachment)

Refer to attachment for additional information.

8. JLARK Report in Juvenile Justice (attachment)

Refer to attachment for additional information.

9. OCS Office Hours – January 21, 2022 9:00am – Audit Q&A (attachment)

VII. CPMT Member Roundtable

No discussion.

VIII. Public Comment

No public comment.

IX. Other Items

No Discussion.

X. Adjourn

Dr Worsley adjourned the meeting at 2:35 pm.