

**CHESTERFIELD -COLONIAL HEIGHTS
CHILDREN'S SERVICES ACT
Community Policy and Management Team**
Smith-Wagner Building, Multipurpose Room
9501 Lori Road, Chesterfield, VA 23832

Minutes: March 15, 2023

1:00 pm- 3:00 pm

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: James Worsley, Becca Lynch, Jessica Charters, Elaine Gould, Mary Peters, Danika Briggs, Karen Reilly-Jones, and William Stanley.

Staff: Fred Hutter, Nick Bonaccorsy

I. Welcome and Introductions of new CPMT members

Dr. Worsley called the meeting to order at 1:03pm. Roll was called and members present are listed above.

II. Approval of Reports (prescreened documents via email)

- a) February CPMT minutes
- b) February authorized funding reports

Jessica Charters motioned for approval of the February Minutes and motion seconded by Danika Briggs. All voted in favor, no votes in opposition, no discussion.

William Stanley motioned for the approval of February Authorized Funding Reports as presented. Motion was seconded by Mary Peters. All voted in favor, no votes in opposition, no discussion. Reports were approved.

III. Financial Status- Budget report

The Team reviewed the reports and fiscal status which were provided in advance for February 2023.

Chesterfield's total budget for FY2023 is \$16,495,900 which includes \$476,901 for Non-mandated Services; and \$11,700 for SPED Wrap Services. Current total encumbrances for Chesterfield FTYD are \$16,364,940 with actual expenditures of \$8,110,517. Non-mandated services are encumbered at \$118,351 with actual expenditures of \$53,650. There have not been any FY2023 SPED Wrap Services encumbered or spent as of February 28, 2023.

Colonial Heights total budget for FY2023 is \$1,795,000 with an encumbered amount of \$2,317,283 and actual expenditures of \$1,228,782. The Non-mandated budget is \$15,000 with \$0 encumbered or spent. There is no SPED Wrap budget this fiscal year.

Expenditures for both localities are catching up to anticipated and historical levels after a slower than expected spending for the first 7 months of the fiscal year.

IV. Services Report

- a) New case report

Team reviewed report on new cases, current placements and service and utilization management efforts. There were 9 new cases to CSA since last meeting: 4 from DSS; 3 from CSB; 1 from CCPS; 1 from CSA and none from CHPS.

Items highlighted in grey require team action

b) Placement counts

*Presently, there are 15 residential treatment placements with 5 new admissions 1 from the DSS, 3 from the CSB, and 1 from CSA - and no discharge. There are 19 group home placements, with 1 new admission - and 1 discharge from the CSB. There are 30 therapeutic foster care placements with 3 new placements – 3 emergency placements and no discharges. SPED Day school-Chesterfield: 154 private day placements (136 in Chesterfield and 18 in Colonial Heights) – w 1 new IEP placements – 1 in Chesterfield and none in Colonial Heights and 4 discharges in Chesterfield. Additional educational services combined with IEP placements –
140. Community based services: 61 Community based placements with 2 new placements in February and no discharges.*

c) Utilization management report

There are 34 total congregate care placements- 15 RTF placements and 19 in group homes, 25 placements have reached 200+ days out of the community (21 DSS placed, 4 placed by CSB).

The average age for children with lengths of stays greater than 200 days was 14 years old for children placed by the CSB and 16 years old for children placed by the DSS.

Karen presented the FY2022 Statistical Wrap-up. She highlighted where we ended financially, provided 4-year comparisons for data points including counts by referral source, case costs by referral source, average length of stay, etc. Karen wrapped up her presentation showing how Chesterfield/Colonial Heights CSA compared to the localities of Henrico, Hanover and to the Statewide averages.

Dr Worsley asked that Karen forward a copy of the presentation to the CPMT members.

V. Programmatic Areas/Needs

a) Sliding scale fee FY 23 & 24

The updated Sliding Scale Fee FY23/FY24 for parental copays was updated to reflect the current federal poverty guidelines, raising the copay income exemptions by approximated 7%. Elaine Gould motioned for approval of the FY203/FY24 Sliding Scale Fee chart. Her motion was seconded by William Stanley. All voted in favor, none in opposition, no discussion, revised fee scale was approved.

b) Acute placement reporting policy

Karen noted that she drafted and attached a copy of the proposed policy to the meeting invitation. She let the CPMT know that the policy is not for cases open to the CSB as they have their own reporting policies. Danika Briggs asked that we add that if any child in a TFC placement is denied acute services, the case manager will notify CSA. It was decided that final approval of the Policy will be made at next month's CPMT meeting, after feedback is received.

c) FY24 & 25 (Proposed) CSA Agreement for Services

A copy of the FY24 & FY25 Proposed CSA Agreement for Services was send to CPMT members for review prior to todays meeting. Karen highlighted a few of the language changes that have been suggested from the prior contract used. The changes noted were related to the required insurance coverages, ways in which attendance will be monitored for SPED, and uired reporting required for payment processing. Danika Briggs motioned for approval of the FY24/FY25 CSA Agreement for Services. Her motion was seconded by Jessica Charters. All members voted in favor, none in opposition, Agreement was approved.

VI. State and/or Local Items

a) FAPT retreat (March 16th) – informational

The FAPT retreat will be held on March 16th, the first in person retreat since 2018. Nick and Heather will be going over the “Virtual FAPT” option that is expected to begin in July.

b) FAPT waitlist – 1 week

Current FAPT wait time in one week – a good place to be. Normally around 2 weeks

- c) **FAPT member appointments: LD COLONIAL HEIGHTS**
Hess/UMFS **CHILDREN'S SERVICES ACT**

Community Policy and Management Team

As a result of recent turnover in private provider FAPT representatives, Karen Keilly-Jones nominated Danielle Johnson of Health in Mind and Sarah Hess of UMFS as FAPT private provider representatives. Both providers have been providing our youth with valuable services on an ongoing basis. One approved, one, Denise and Sarah will need to complete the Economic Interest Forms. Elaine Gould motioned for approval of both nominees. Her motion was seconded by Mary Peter. All voted in favor, none in opposition, both nominees were approved to be FAPT representatives.

- d) OCS Memos – QRTP placements

QRTP placement have been suspended until further notice. There were extensive requirements that needed to be met in order to be a qualified/certified QRTP provider. This program will be reviewed/revise in the future.

- e) Strategic planning/retreat - August

Karen let the team know that there will be more information available shortly. The last strategic planning session was held in 2018 and delayed by the pandemic.

VII. CPMT Member Roundtable

Mary Peters provided and brief update on the upheaval in CHPS due to the release of the school Superintendent

Nick Bonaccorsy let the team know that FAPT is looking for a representative from the CSU. William Stanley will be providing a nominee.

Dr Worsley suggested scheduling the upcoming Strategic Planning meeting earlier in the day, as a working lunch meeting.

VIII. Public Comment

None

IX. Other Items

None

X. Adjourn

Dr. Worsley adjourned the meeting at 2:05pm.