

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

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| Meeting Minutes <i>September 21, 2022</i> <i>1:00- 2:30</i> |
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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, Becca Lynch, Larissa Carpenter, Jessica Charters, Mary Peters, Sherri Ball, Danika Briggs, Karen Reilly-Jones, William Stanley, and Vicki Stamps.

Staff: Kristi Schabo-Putney, Fred Hutter

I. Welcome and Introductions-

Dr Worsley called the meeting to order at 1:03pm. Dr. Worsley stated that he will be stepping out at 1:45 and Becca Lynch will facilitate remainder of meeting. Kristi Schabo completed roll call and members present are listed above. Entire session was OPEN.

II. Approval of Reports (prescreened documents via email)

- a. August CPMT minutes
- b. August authorized funding reports

Karen Reilly-Jones motioned for approval of the August minutes and motion seconded by Mary Peters. All voted in favor, no votes in opposition, no discussion.

Danika Briggs motioned for the approval of the August funding reports as presented. Motion was seconded by Sherri Ball. All voted in favor, no votes in opposition. Reports were approved.

III. OCS Audit Review

Stephanie Bacote (audit manager with OCS) presented the CSA audit summary and highlighted some of the findings, none of which were severe enough to impact the CSA/County financially and noted that overall the audit went well. Karen Reilly-Jones will complete the formal response and forward it to the OCS Audit team so the final report can be issued.

IV. Financial Status

- a. Budget report

The Team reviewed the reports and fiscal status which were provided in advance for June 2022, Third Submission.

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. There were no longer any encumbrances for Chesterfield as all PO were closed and final payments have been made to our providers. Final fiscal year 2022 expenditures were \$14,420,167. Non-mandated

actual expenditures were \$134,789. FY22 SPED Wrap Services actual expenditures were \$36,762. Year-end case load is 312.

Colonial Heights total budget for FY2022 is \$1,731,500 which includes \$15,300 for Non-mandated Services; and \$0 for SPED Wrap Services. There were no longer any encumbrances for Colonial Heights as all PO were closed and final payments have been made to our providers. Final fiscal year 2022 expenditures were \$1,944,652. Non-mandated actual expenditures were \$3,850. There were no SPED wrap expenditures. Year-end case load is 27.

Karen Reilly-Jones asked if there were any updates on the Independent Living discussions/team. Kristi stated that there haven't been any IL meetings since the last CPMT meeting in August. Karen will be scheduling the next IL group meeting.

V. Services Report

a. New case report

Team reviewed report on new cases, current placements and service and utilization management efforts. There were 8 new cases to CSA since last meeting: 3 from DSS: 2 TFC, 1 parent support; 3 from CSB: 2 Parent support/VR, 1 IHH; no new placement from D-19; 2 from CCPS: IEP Private Day; none from CHPS; and none from the CSU.

b. Placement counts

Presently, there are 19 residential treatment placements (relatively low compared to last years high of 40) with 3 admissions from the CSB, and 2 discharge – 1 from the DSS to FFH and 1 from D-19 to home. There are 20 group home placements, with 1 DSS admissions-1 from trial home and 1 discharge from CSB to home. There are 26 therapeutic foster care placements- 2 new admissions from DSS - emergency and no discharges. SPED Day school- Chesterfield: 129 day placements- 2 new IEP placements and 9 discharges (graduation/transfer/age out); Colonial Heights: 18 day placements- with no new IEP placement and no 2 discharges (graduations). Additional educational services combined IEP placements- 141. Community based services: 47 placements, 3 new admissions for parent support, IHH, VR, and 6 discharges - goals met.

c. Utilization management report

There are 39 total congregate care placements- 19 RTF placements and 20 in group homes, 27 placements have reached 200+ days out of the community (23 DSS placed, 4 placed by CSB). Of the 19 RTF placements, 53% (10) of these are youth are out of the community for 200+ days, 37% (4) placed by DSS and 63% (6) are CSB parent placements. Of the 20 placed in group homes, 85% (17) have reached 200+ days out of the community and all of these are youth are placed by DSS. The current ALOS is 545 days and 67% of discharges to a family setting.

Currently there is 1 residential placement out of state.

11% of youth placed in RTC by the CSB are receiving parent support.

VI. Programmatic Areas/Needs

a. FAPT waitlist update – 2 weeks

VII. State and/or Local Items

a. Local

1. OCS Audit Update

Stephanie Bacote presented the Audit Findings earlier in the meeting.

2. FAPT member approval (DJJ) – Shelby Hinkins, Lauren Gospodnetic, and Kevin Sutton

William Stanley nominated Shelby Hinkins, Lauren Gospodnetic, and Kevin Sutton, all Supervisors with DJJ, as FAPT alternates. His request is being made due to the recent high turnover in the department as William wants to ensure DJJ has appropriate coverage for FAPT meetings.

Approval of the three nominees were voted on as a group. Motion to approve was made by Mary Peters. Her motion was seconded by Becca Lynch. All votes in favor, none in opposition, no discussion. All nominations were approved.

b. State updates

1. Resources from OCS

- State CSA Conference <https://www.cpe.vt.edu/ocs/>
- OCS Office Hours (see schedule)

The CSA Conference is approaching. If anyone is interested in attending, please register. A copy of the OCS Office Hours Memo was attached to the meeting invite.

VIII. CPMT Member Roundtable

Karen Reilly-Jones let the team know that there will not be a CPMT meeting held in October. Next meeting will be the third Wednesday in November.

Karen Reilly-Jones let CPMT know that the new FAPT Manager will be starting with CSA on October 17th.

Kristi Schabo let CPMT member know she is leaving her position as the CSA Coordinator at the County on October 5th and taking a new position at the State with OCS.

Larissa Carpenter let CPMT members know she is leaving her position at the County.

IX. Public Comment

N/A.

X. Other Items

N/A

XI. Adjourn

Becca Lynch adjourned the meeting at 2:25 pm.