

CPMT STANDING AGENDA

- Approval of previous minutes
- Funding information
- Collection of parental contributions
- Utilization Management (local and statewide data)
- Long range planning/measurable performance
- Funding of monthly FAPT cases

- Closed Session:

"Pursuant to Section 2.2-3711 (A) Code of Virginia, I move that the Prince Edward County Community Policy and Management Team convene to a closed meeting for the purpose of discussion with the Family Assessment and Planning Team representative regarding case presentations exempted from open session as authorized by Section 2.2-3711 (A) (1) Code of Virginia."

"I move that a certification be approved stating the Prince Edward County Community Policy and Management Team while in closed session discussed only public business matters lawfully exempted from the open meeting requirements as stated in Virginia Law and that only such public matters as were identified in the motion convening the closed meeting were heard, discussed or considered."

Old Business:

OCS Audit Preliminary Findings

New Business:

Gap Survey Results

Parent Representative Ad/Recruitment

Closure

Prince Edward County
Community Policy and Management Team (CPMT)
August 18, 2022

Members Present: Karen Townsend, Health Department Representative
Erica Hazelwood, School Representative
Carolyn Jones, School Representative
Kar Comer, Court Service Unit Representative
Chelsie Townsend, DSS Representative
Taylor Allen, Private Provider Representative

Members Absent: Doug Stanley, CPMT Chairman
Pam Wallace, Crossroads Services Board Representative

Non-Voting Members: Cheryl Stimpson, CSA Coordinator/FAPT Chairperson

Guest: Crystal Baker, upcoming CSA Coordinator/FAPT Chairperson

The CPMT Meeting for August 18, 2022 began at 9:40 am. A motion was made by Erica Hazelwood to approve the meeting minutes from July, 2022 with no changes. Karen Townsend seconded the motion. All other members approved the minutes as well.

Standing Agenda Items:

- a. Funding Information: Members briefed on current state of funds for current fiscal year (see attached).
- b. Collection of Parental Contributions: Received one parental contribution payment this month. Beginning in August, 2022, the parental co-payment form must be submitted to the CSA Coordinator prior to youth being put on the FAPT agenda. Attempts are being made to get parental co-payment forms from parents of youth already receiving services.
- c. Utilization Management: Team members were provided with the Case Due Date spreadsheet with the items that are missing from the case files.
- d. Long Range Planning/Measurable Performance: No update.

Old Business:

OCS Preliminary Findings: The team discussed the findings of the audit and what has already been completed with regards to the findings. CSA webpage is being worked with the County's webpage designer; the Policy Manual has been updated with the changes recommended and will be reviewed in September; by-laws have been changed to include a rotation beginning in January, 2023; Strategic Plan will be discussed at the next CPMT meeting.

New Business:

Gap Survey: CSA Coordinator presented the results of the Gap Survey that was sent by OCS. CSA Coordinator will send the original email from OCS to the CPMT team for their review.

Parent Representative (FAPT and CPMT): We have placed an ad in the Farmville Herald to run August 17 and August 24, 2022 to find parent representatives for both the FAPT and CPMT teams. Each member present received a copy of the ad, the job descriptions for both team representatives, and a citizen volunteer form to aid in trying to find representatives.

Closed Session:

Kara Comer seconded by Taylor Allen stated: "Pursuant to Section 2.2-3711 (A) Code of Virginia, I move that the Prince Edward County Community Policy and Management Team convene to a closed meeting for the purpose of discussion with the Family Assessment and Planning Team representative regarding case presentations exempted from open session as authorized by Section 2.2-3711 (A) (1) Code of Virginia." Cheryl Stimpson presented recommendations of the August, 2022 FAPT meeting. Ms. Comer read: "I move that a certification be approved stating the Prince Edward County Community Policy and Management Team while in closed session discussed only public business matters lawfully exempted from the open meeting requirements as stated in Virginia Law and that only such public matters as were identified in the motion convening the closed meeting were heard, discussed or considered." This motion was seconded by Taylor Allen and approved by vote: Ayes: 6 Nays: 0 at 9:50 am. Upon motion by Erica Hazelwood with second by Erica Chelsie Townsend, the CPMT approved funding all cases as presented.

There being no further business, the meeting adjourned at 10:10 am. The next CPMT meeting is scheduled for September 22, 2022 at 9:30 am in the 3rd Community Development Conference Room.