

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:

Strategic Plan

Parent Representative Ad/Recruitment

New Business:

None

Closure

Prince Edward County
Community Policy and Management Team (CPMT)
October 20, 2022

Members Present: Doug Stanley, CPMT Chairman
Carolyn Jones, School Representative
Kim Allen, DSS Representative
Mary Jackson, Crossroads Services Board Representative
Karen Townsend, Health Department Representative
Taylor Allen, Private Provider Representative

Members Absent: Erica Hazelwood, School Representative
Kara Comer, Court Service Unit Representative

Non-Voting Members: Crystal Baker, CSA Coordinator/FAPT Chairperson

Guest: Cheryl Stimpson, Previous CSA Coordinator/FAPT Chairperson

The CPMT Meeting for October 20, 2022 began at 9:35 am. 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: There were no parental contributions made this month. Case managers are working to get the needed parental co-payment forms in, and invoices will be sent out next week for services provided in September for those parents that we have parental contributions on file. Case managers are aware, as per the policy manual that the parental co-payment form must be submitted to the CSA Coordinator prior to youth being put on the FAPT agenda; any FAPT package submitted without the parental co-payment form will be held until the information is received. The CPMT discussed utilizing DSS income information. The policy manual will need to be reviewed and possibly re-written to include verification of income through DSS or the CSB per recommendation from OCS during the audit.
- 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: Long Range Planning was discussed during old business.

Old Business:

Parent Representative (FAPT and CPMT): We 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 in August received a copy of the ad, job descriptions for both team representatives, and a citizen volunteer form to aid in trying to find representatives. Applications have not been received at this time. Members will continue to reach out to fill this position. Ms. Hazelwood was not present at the meeting, so we do not have an update on if she was able to present the information to her parents at her scheduled meeting.

Strategic Planning: Kim Allen presented examples from other localities and the CPMT team agreed to adapt some of the examples to Prince Edward. Cheryl will work on drafting the strategic plan based on what was presented and will get those out to the team for discussion at the November, 2022 meeting.

New Business:

No new business at this time.

Closed Session:

Doug Stanley moved that 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. The motion was seconded by Taylor Allen and approved by unanimous vote. Cheryl Stimpson presented recommendations of the October, 2022 FAPT meeting. Mr. Stanley moved 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 Karen Townsend and approved by a roll-call vote: Jones, aye; Allen, aye; Stanley, aye; Jackson, aye; Townsend, aye; Allen, aye – (this is only vote that is a roll call). Upon

motion by Mary Jackson with second by Kim Allen, the CPMT approved funding all cases as presented.

There being no further business, the meeting adjourned at 10:05 am. The next CPMT meeting is scheduled for November 17, 2022 at 9:30 am in the 3rd Floor Conference Room.