

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:

Parent Representative Ad/Recruitment

New Business:

Closure

Prince Edward County
Community Policy and Management Team (CPMT)
April 18, 2024

Members Present: Kimberley Allen, DSS Representative, Acting CPMT Chairperson
Cyntina Bagley, Crossroads Services Board Representative
Erica Hazelwood, School Representative
LeTina Giles, Parent Representative
Doug Stanley, BOS Representative
Samantha Bain, Private Provider Representative

Members Absent: Kara Comer, CSU Representative, CPMT Chairperson
Karen Townsend, Health Department Representative

Guests: Melissa Edwards, CSU Representative

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

The CPMT Meeting for April 18, 2024, began at 10:11 am. Cyntina Bagley, with a second from Erica Hazelwood recommended approval of the March 2024 minutes. All other members approved the minutes, as well. Doug Stanley abstained as he was not present at the March 2024 meeting.

Standing Agenda Items:

- a. Funding Information: CSA Coordinator provided funding information to all members; attached. Based on current encumbrances, the County will have to submit a supplement for FY24.
- b. Collection of Parental Contributions: Based on the new requirements for parental co-payment, we do not currently have any parents responsible for a co-payment.
- c. Utilization Management: CPMT members were provided with a copy of the Case Due Dates spreadsheet. Discussion regarding the information ensued to provide an understanding of which agencies were responsible for the completion of the documents.
- d. Long Range Planning/Measurable Performance: None for this month

Closed Session:

Kimberley Allen 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 Doug Stanley and approved by unanimous vote. Lelia Cristo presented recommendations for the April 2024 FAPT meeting. Ms. Allen 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 Erica Hazelwood and approved by a roll-call vote: Allen, aye; Bagley, aye; Bain, aye; Hazelwood, aye; Stanley, aye; Giles, aye; Edwards, aye – (this is the only vote that is a roll call). Upon motion by Doug Stanley with second by Melissa Edwards, the CPMT approved funding all cases as presented.

Old Business:

FAPT/CPMT Parent Representative: FAPT is still searching for a parent representative to sit on FAPT.

New Business:

- a. Case Manager for Truancy Cases: After much discussion between team members, due to the impending increase in truancy cases, it was discussed that the Truancy Officer through PECHS will need to complete all the paperwork for those cases being referred to FAPT and be present at the FAPT meetings when a truancy case is being heard. Erica Hazelwood stated she would take these recommendations back to the school.
- b. Procedures for CSA Paperwork: Team members discussed the correct procedures for filling out all CSA paperwork and it was determined that all case managers should do IFSPs not only when the case is being initially presented to FAPT but also at review. It was decided that the CSA Coordinator could then hand write the FAPT notes on the IFSPs.
- c. Non-Profit: Doug Stanley discussed with the CPMT team that he had been presented with a proposal from a non-profit organization and was asked if the County would be willing to be the fiscal agent for a grant the non-profit was submitting by April 22nd, 2024. All members agreed that more information was needed about the grant and the non-profit before any decisions could be made about the County's involvement with the non-profit.
- d. Annual Risk Assessment: The annual risk assessment through OCS is due Friday, May 17, 2024. The survey was handed out to each member to look over. It was decided that the survey would be completed as a collective group.
- e. Congratulations: Congratulations to Erica Hazelwood on her new job as Principal at Central High School in Lunenburg County. Her last CPMT meeting will be May 23rd, 2024. More to come as the situation with her replacement develops.

There being no further business, the meeting adjourned at 11:04 am with a recommendation from Doug Stanley and a second from Erica Hazelwood. All members unanimously agreed. The next CPMT meeting is scheduled for May 23rd, 2024, at 10:00 am in the 3rd Floor Conference Room of the Courthouse.