

Prince Edward County  
Community Policy and Management Team (CPMT)  
June 20, 2024

Members Present: Kara Comer, Court Services Representative-CPMT Chairperson  
Cyntina Bagley, Crossroads Services Board Representative  
Kimberley Allen, DSS Representative  
Samantha Bain, Private Provider Representative  
Le'Tina Giles, Parent Representative  
Karen Townsend, Health Department Representative  
Doug Stanley, PE County Board of Supervisors Representative

Members Absent: School Representative

Guests: Richard Goode, School Assistant Principal  
Amanda Amos, Truancy Officer

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

The CPMT Meeting for June 20, 2024, began at 10:13 am. Doug Stanley, with a second from Kimberley Allen, recommended approval of the May 2024 minutes. All other members approved the minutes, as well.

Standing Agenda Items:

- a. Funding Information: CSA Coordinator provided funding information to all members; attached. A supplement was approved for FY24; however, after entering encumbrances, it appears there may be a need for an additional supplement prior to the end of the fiscal year. CSA Coordinator will follow up with CPMT Chair, Kara Comer, if the need for approval arises. The new fiscal year will begin July 1, 2024.
- b. Collection of Parental Contributions: Based on the new requirements for parental co-payment, we do not currently have any parents responsible for co-payment.
- c. Utilization Management: CPMT members were provided with a copy of the Case Due Dates spreadsheet. Schools will work together to obtain necessary information in July.
- d. Long Range Planning/Measurable Performance: None for this month

Closed Session:

Kara Comer 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 Kimberley Allen and approved by unanimous vote. Lelia Cristo presented recommendations for the June 2024 FAPT meeting. The CPMT team made two changes to the funding of cases, pending a discussion between Ms. Allen and her staff. She will let Ms. Cristo know the outcome of the

discussions. Ms. Comer 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 Cyntina Bagley and approved by a roll-call vote: Allen, aye; Bagley, aye; Bain, aye; Giles, aye; Townsend, aye (this is the only vote that is a roll call). Upon motion by Kimberley Allen with second by Cyntina Bagley, the CPMT approved funding all cases as presented with the changes previously mentioned.

#### Old Business:

Court Ordered Referrals to Interdisciplinary Team/FAPT: Richard Goode and Amanda Amos were present at the meeting to discuss the interdisciplinary team and the court process. The team discussed court ordered referrals related to truancy or other such matters and the procedures related to these referrals. It was suggested that court ordered referrals should be heard, at the request of the court, with proper consent to exchange provided; however, the submission of a completed referral packet would not be required at the time of the initial referral to the FAPT team. Upon review and recommendation, the individual/agency responsible for presenting the case to the team would provide written notice to the court of the team's recommendations. Additionally, it was suggested that these specific referrals from the court be heard separate from the regular monthly FAPT cases/referrals, so as not to confuse the two. Upon the court's order for services, any referral agency or individual should then prepare a referral packet and submit to the team as a FAPT referral; the referral packet would include the referral forms, CANS, Consent to Exchange Information, and the IFSP. Mr. Goode and Ms. Amos stated that they are going to review code sections and may come up with their own interdisciplinary team before the start of the 2024/2025 school year. Prince Edward CSA policies will be updated to include FAPT may serve as the interdisciplinary team.

#### New Business:

Donna Woodson will be the Director of Special Education at Prince Edward Public Schools effective July 1, 2024, and will be the school representative for CPMT. Therefore, a new parent representative for FAPT will have to be found.

Effective for the 2026 fiscal year, if the bill is passed, OCS plans to give each CSA unlimited funds up to a maximum amount.

There being no further business, the meeting adjourned at 11:24am with a recommendation from Karen Townsend and a second from LeTina Giles. All members unanimously agreed. The next CPMT meeting is scheduled for July 18, 2024, at 10:00 am in the 3<sup>rd</sup> Floor Conference Room of the Courthouse.