

**Albemarle CPMT
Charlottesville CPMT
Joint Committee Meeting Minutes
Wednesday, October 17, 2018
County Office Building
401 McIntire Road
Second Floor
Room 235**

Present: Lisa Beitz, Kaki Dimock, Lori Allshouse, Suzanne Fladd, Hope Robinson, Phyllis Savides, Cheryl Lewis, Mary Stebbins, Pattye Leslie, Erin Callas, Christa Galleo, Misty Graves, Kevin Kirst, Diane Kuknyo, Katie Ralston

Absent: Katrina Lee,

Guest: Suzanne, Fladd-ACPS

Albemarle: Yes
Charlottesville: Yes

Phyllis Savides called the meeting to order at 3:30

Agenda Item: Review & Approval of the Agenda/ Acceptance of Consent Agenda

Presenter: Chair

Discussion/Summary: Phyllis asked for motions from Charlottesville and Albemarle CPMT to approve the consent agenda.

Documents/Resources: October 2018 Agenda, September 2018 Minutes September Financial Reports sent by email.

Next Steps/Action(s) Taken: Lori Allshouse made a motion to approve for the County, which was seconded by Hope Robinson. Erin Callas made a motion to approve for the City, which was seconded by Misty Graves. Both motions passed unanimously.

Agenda Item: Action: CSA Provider Agreement Revisions for October

Presenter: CSA Coordinators

Discussion/Summary. There were no agreement revisions for Charlottesville for October. Albemarle had one for Bridges (Central Health) which was reviewed by the County Attorney. The provider had requested tremendous changes. Jennifer Wells talked to the provider and the County Attorney approved. Albemarle has two young people placed in this program. Phyllis asked for a motion from Albemarle CPMT to approve this provider revision.

Documents/Resources: Bridges Treatment Center (Central Health) sent with meeting docs

Next Steps/Action(s) Taken: A motion was made to approve the provider agreement from Bridges Treatment center for the County by Christa Galleo and was seconded by Lisa Beitz. The motion passed unanimously.

Agenda Item: Action: Local Policy Revision

Presenter: CSA Coordinators

Discussion/Summary. The Local Policy revision listed in detail the specific CPMT members and allowing of designees to attend. The document clarifies that Community Attention sits only on the Charlottesville CPMT Under established rates the CPMT approved paying up to the Medicaid allowable rate for Community Based Behavioral Health Services. Phyllis asked for motions from both CPMT's

Documents/Resources: Revision document for Management Structure and Established Rates.

Next Steps/Action(s) Taken: Erin Callas made a motion to approve the local policy revisions for the County. Hope Robinson seconded and the motion passed. Kaki Dimock made a motion to approve the local policy revisions for the City. Diane Kuknyo seconded and the motion passed.

Agenda Item: Presentation-DePaul-Private Provider

Presenter: Hope Robinson

Discussion/Summary: Hope Robinson is the Director of DePaul and sits on Albemarle CPMT as our Private Provider Representative. Hope handed out a flyer that gave information on DePaul's Program. Their main office is located in Roanoke. This Private non-profit child placement agency opened in 1977. DePaul build family homes and stronger communities by offering the following services: Foster Care, Foster-To-Adopt, Group Homes, Sponsored Residential, Day Support Services, Community Based Services and Independent Living programs.

Documents/Resources:

Next Steps/Action(s) Taken: informational

Agenda Item: FAPT Update

Presenter: CSA Coordinators

Discussion/Summary: The Quarterly FAPT surveys were provided to CPMT prior to the meeting. Cheryl said busy dockets are coming up for Albemarle as only two dates in November can be scheduled (due to Holidays). Katie said Charlottesville FAPT did not meet last week.

Documents/Resources: FAPT survey results emailed

Next Steps/Action(s) Taken: informational

Agenda Item: Review of Routine Foster Care Expenses/IFSP/Addendum Expenses

Presenter: CSA Coordinators

Discussion/Summary: Phyllis asked if there were questions about the FAPT approved expenses or the Routine Foster Care Expense Forms. OCS advised it was best practice for CPMT to review expenditures. No questions or concerns

Documents/Resources: Albemarle documents sent by email

Next Steps/Action(s) Taken: Informational

Agenda Item: CSA Coordinator Update

Presenter: CSA Coordinators

Discussion/Summary: Regarding the CDSS audit Katie is planning to ask OCS for a one-month extension. November CPMT meeting on November 21st will be cancelled because County and City offices will likely close at noon. If Katie cannot get the extension then she will call a special meeting of Charlottesville CPMT. Katie suggests that the Charlottesville CPMT hold the 28th for a meeting in order to review/approve the Self-Assessment Audit. She proposes having the meeting at the same time of 3:30. The Statewide CSA Coordinator meeting is Friday October 19th in Charlottesville. There are varieties of topics that will be discussed.

Documents/Resources: none

Next Steps/Action(s) Taken: Katie will keep CPMT posted.

Agenda Item: OCS Communications

Presenter: CSA Coordinators

Discussion/Summary: An administrative memo came out regarding a new automated for process for drawing down Administrative funds. CSA Coordinator initiates the process by entering the necessary data into the OCS system, which will create an action for CPMT Chair and then for the Fiscal Agent to approve. There is a window from 10/15/18 – 6-15/19 to draw down the money. We also received a communication from Scott Reiner to let us know about a state meeting held on October 29th. Phyllis sent the

email to Kevin Kirst. This meeting is a great opportunity to meet with the Public Consulting Group to hear more about the study on SPED Private Day Placement rates. Katie and Cheryl are hoping to attend. Kevin Kirst would like to go but may not be able to. The meeting will be in Glen Allen.

Documents/Resources: none

Next Steps/Action(s) taken: **Katie will report on the meeting at the December meeting.**

Agenda Item: Program Committee Update/Review of Practice Model

Presenter: CSA Coordinators

Discussion/Summary: The provider agreement currently states that providers agree to follow the current community practice model. Is there anything from Program's Multicultural Expectations should be incorporated in our practice model? Kaki thinks it is worth going beyond the practice model to show that we care about this. #9 under approach should be changed to culturally and linguistically "responsive" rather than "proficient". Phyllis thinks that it would be beneficial to highlight this and include more bullets listing specific examples making it part of the practice model. Kevin expressed concerns regarding the difference in language in the various items, some sharp legalistic and others not, which he finds it confusing, and believes there should be a more consistent tone and message. The provider agreement does state that providers shall adhere to the community practice model.

Documents/Resources: Practice Model sent with Meeting Documents

Next Steps/Action(s) Taken: **Kevin is going to bring back a revised document to the December meeting.**

Agenda Item: Data Committee Report

Presenter: Kaki

Discussion/Summary: A number of data points had been identified by the Data Committee for CPMT to potentially look at on a regular basis, or at a minimum annually. Kaki presented much of the 2017 data at the May Retreat. The group wants to look at data that is meaningful and will help CPMT in their management and evaluation of CSA. Gretchen Ellis with Charlottesville gave her a lot of data and graphs from the revitalized "Stepping Stones" report. Kaki is asking CPMT to review for content and give feedback. Kaki asked if it is helpful to look at trends instead of straight numbers and asked what should be added. Changes in CANS domains? Collecting # of children receiving prevention services that avoid foster care for 12 months after completion of service. # of youth in family-based settings with state target of 85% being one of the OCS dashboard items. # of youth exiting to permanent living arrangement with state target. # and percentage of youth in private day educational placements. CPMT would like to see the data broken out also by sex and race. CPMT would like Program Committee to review the data and evaluate it further, in an effort to help better inform their potential work.

Kaki said there is also a lot of cost data available that would be relevant and of interest to CPMT and Program.

Documents/Resources: none

Next Steps/Action(s) taken: Kaki will email Dashboard trend data out to Lisa to send to CPMT members. There will be additional updates provided.

Agenda Item: Other Business from CPMT

Presenter: Kaki

Discussion/Summary: Update from Kaki regarding Ms. Stump's concern voiced at the September meeting. City Attorney determined that her concern was not a CPMT issue it was a legal issue. City Attorney advised them to pay for those 4 days.

Documents/Resources: N/A

Next Steps/Action(s) taken: informational

Presentation Schedule

November: Charlottesville Self-Assessment Audit - Katie Ralston

December: Charlottesville City Public Schools - Katrina Lee

Phyllis Savides adjourned the meeting: 4:56

Next scheduled meeting: December 19, 2018

Respectfully Submitted:

Lisa Jordan