

CLARKE COUNTY CPMT MEETING MINUTES

December 21, 2023

Attendees

Nadia Acosta	CSA Coordinator
Jennifer Parker	DSS Representative
Frank Moore	CCPS Representative
Terri Catlett	BOS Representative
Jerry Stollings	CSU Representative and CPMT Chair
Tavan Mair	Private Provider Representative

Absent

Chris Bates	Parent Representative
Leea Shirley	VDH Representative and CPMT Vice Chair

Virtual

Denise Acker	CSB Representative
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Mr. Jerry Stollings called the meeting to order at 1:23PM. The meeting was conducted in person at the Clarke County Government Center. Mr. Stollings stated that the agenda would need to be amended to discuss FAPT virtual attendance. Ms. Jennifer Parker moved to amend the agenda, and Ms. Terri Catlett seconded. All members voted in favor.

Old Business:

1. Mr. Frank Moore made a motion to approve the November minutes. Mr. Tavan Mair seconded. All members voted in favor.
2. Ms. Parker brought up that she believed at the September CPMT meeting, it had been determined that FAPT members were required to attend in-person. Ms. Nadia Acosta explained that on the September minutes it was stated that it would be finalized in the October meeting, but due to the turnover of CSA Coordinators, FAPT in-person attendance had not been brought up in October. Mr. Stollings stated that the County Administrator, Mr. Chris Boies, had previously offered to give CPMT the county language around requiring in-person attendance for meetings. Ms. Parker stated that the Virginia Code stated that up to twenty-five percent of meetings could be missed. Ms. Terri Catlett stated that a quorum is achieved through physical attendance only, and that virtual attendance does not count towards a quorum. Ms. Denise Acker suggested that FAPT alternates be utilized to achieve physical attendance and the quorum if the original FAPT member was unable to attend. Ms. Acker made a motion that effective January 1, 2024, all FAPT members (including alternates) were required to attend all FAPT meetings in person; if an exception was warranted, the FAPT member's department head is required to give approval for virtual attendance. Mr. Frank Moore seconded the motion. All members voted in favor.

New Business:

1. Ms. Acosta reported that on December 14, 2023, the private provider representative to FAPT, Mr. Brad Williams, had resigned. Ms. Parker said that she would work on posting advertisements for a new private provider after the holidays.
2. The 2024 CPMT Schedule was reviewed. There were no questions from the team.

Financial Report:

November's financial report was met with no questions from the team. Ms. Acosta stated that due to the November holidays, most of November's payments had been delayed until December 15th, but that she would upload the new reports in a timely manner and the payments had been made.

Closed Session:

See attachment A for completed form detailing the motion to enter closed session, vote on the items discussed, and certify the discussion in closed session.

Consent Agenda:

The consent agenda with 5 cases was reviewed. Mr. Moore made a motion to approve all the cases as presented, and Ms. Parker seconded the motion. All members voted in favor.

Ms. Parker made a motion to adjourn the meeting, and Ms. Catlett seconded the motion.

Next meeting: January 24, 2024

Meeting adjourned at 2:44PM.