



Children's Services Act
Clarke County, Virginia

CLARKE COUNTY CPMT MEETING MINUTES

September 24, 2024

Attendees

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

Absent

Denise Acker	NWCSB Representative and CPMT Vice Chair
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Virtual

Ms. Leea Shirley called the meeting to order at 2:01PM. Ms. Terri Catlett made a motion to approve the agenda, and Ms. Tavan Mair seconded the motion. All members voted in favor.

Old Business:

1. Mr. Mair made a motion to approve the August 27, 2024, minutes. Ms. Catlett seconded the motion. All members voted in favor.
2. There were no agency updates.
3. Ms. Acosta reported that there were no real updates to the Parent Representative recruitment. DSS continues to have flyers advertising for the position hanging up.

New Business:

1. Ms. Acosta stated that a provider had declined to sign the model CSA contract with Clarke County CSA, due to the provider feeling that there were too many things not applicable to them. The provider sent in an alternative contract to be signed. Ms. Acosta presented the contract for review. Ms. Leea Shirley stated that the alternative contract needed to be reviewed by the county attorney. Ms. Shirley also stated that she was concerned that in the alternative contract there was no amount of liability coverage specified; the model CSA contract does have a certain amount specified as needed for liability coverage. Mr. Jerry Stollings stated that in his opinion, the alternative contract's

13th point was unacceptable, as Clarke County CSA is under the Commonwealth of Virginia. This point states; “This Agreement shall be made in and shall be governed by and interpreted in accordance with the laws of the State of Pennsylvania.” Mr. David Ash made a motion to have this alternative contract sent to Clarke County’s attorney for guidance. Mr. Frank Moore seconded the motion. All members voted in favor.

Ms. Jennifer Parker then stated that she believed the contract should be sent to the Office of Children’s Services to see if they have any guidance, as the Clarke County CSA Contract is the model contract that is on the OCS website, before sending it to the county attorney. Mr. Stollings asked if the contract needed to be brought back to CPMT if the county attorney felt that it was acceptable. Ms. Shirley said that if the county attorney deemed the contract acceptable, then it could be signed without any further CPMT review. Mr. Ash amended his motion to have the alternative contract sent to OCS for any guidance OCS might have, and then to have the alternative contract sent to the county attorney for review. Mr. Moore seconded the motion. All members voted in favor.

2. Ms. Acosta reported that previously, FAPT had requested an additional member be appointed to FAPT. CPMT had suggested that Ms. Acosta reach out to the Laurel Center and a victim’s advocate program and see if anyone was interested there. Ms. Acosta reported that the Children’s Project Program Coordinator with the Laurel Center had indicated interest in serving as a member of FAPT. Ms. Acosta stated that Ms. Lisa Herbaugh currently served on a few multi-disciplinary teams in Frederick County and Winchester City. Ms. Acosta reported that FAPT believed she would be a valuable asset to the team if she was appointed. Ms. Parker stated that Ms. Acosta should ensure that Ms. Herbaugh would be willing to complete the Statement of Economic Interest as required before having Ms. Herbaugh appointed. Mr. Stollings made a motion to have Ms. Acosta begin the paperwork needed for Ms. Herbaugh to be appointed, and Mr. Ash seconded the motion. All members voted in favor.

Financial Report:

Ms. Acosta presented the financial report. Ms. Shirley and Ms. Catlett requested that with the next financial report that Ms. Acosta include a year-to-date report on FY24, as FY24 would be closing through OCS on 09/30/2024. Ms. Shirley stated that she had been meeting with Ms. Parker and Ms. Acosta, and based on the current projections, that a supplement would need to be requested from not just OCS but the county as well. Ms. Shirley stated that the current projected amount needed to be requested from the county was \$155,07.06 for the base allocation. Mr. Stollings asked how many children were currently in residential facilities. Ms. Acosta reported that there were four, with an additional child receiving private day school services. Ms. Acosta reported additionally that based on projections, a WRAP supplement would need to be requested as well, but that currently, if all closed session requests for funding authorization were approved, the WRAP balance would be \$1711.75. Mr. Stollings asked if the supplements needed to be



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requested now, and Ms. Acosta and Ms. Shirley said not yet, but that they would need to be requested soon. Ms. Acosta stated that some children with the WRAP mandate had been found eligible for services through the CHINS mandate, and that their funding would be transferred to that mandate, as the state has capped the WRAP funding total at \$2.2 million. Mr. Moore asked about a private day school provider who had tried to bill for services not directly provided. Mr. Moore and Ms. Acosta discussed that the billing department for the provider had not verified that there were no services provided for the case and that therefore CSA could not pay for the fact that there were no services provided. There were no other questions from the team.

Utilization Management/Continuous Quality Improvement

Ms. Acosta presented the Continuous Quality Improvement reports for Clarke County CSA. Clarke County CSA continues to see an increase both in the number of individual cases served and in the average expenditure per case. Clarke County CSA continues to have better outcome rates as shown by the CANS assessment than the statewide average. Ms. Parker asked for comparisons with other counties' average expenditures, outcomes, and number of individual cases served. Mr. Stollings stated that he had access to some comparisons with other counties near Clarke County, and that Clarke County's increases were similar to the other counties. Ms. Parker asked about comparisons to similarly sized counties to be included in the next month's report. There were no other questions from the team.

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 7 cases was reviewed. Case #344 was approved for educational services contingent upon a contract being established with the educational provider. Case #381 was approved for outpatient therapy services contingent upon verification that the family had applied for FAMIS. All other cases were approved. Mr. Stollings made a motion to approve the cases as discussed in closed session and listed above. Ms. Parker seconded the motion. All members voted in favor.

Ms. Parker made a motion to adjourn the meeting. Mr. Stollings seconded the motion. All members voted in favor.

Meeting adjourned at 3:46PM.

Next Meeting: October 22, 2024