

Clarke County CPMT Agenda  
May 24, 2022  
2:00 PM  
Clarke County Government Center

OPEN SESSION

1. Approve minutes from April 26, 2022
2. Financial – April payment report

CLOSED SESSION

Consent Agenda: 3 cases

Next Meeting: June 28, 2022

# CLARKE COUNTY CPMT MEETING MINUTES

April 26, 2022

## Attendees

Katherine Webster	CSA Coordinator
Frank Moore	Clarke County Public Schools
Jennifer Parker	Clarke County DSS
Leea Shirley	VDH Representative
Jerry Stollings	CSU Representative
Denise Acker	CSB Representative
Terri Catlett	BOS Representative
Tavan Mair	Executive Director of Connected Communities

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Jen called the meeting to order at 2:04 p.m. The meeting was conducted in person at the Clarke County Government Center.

## Old Business:

Frank made a motion to approve the minutes from March; Denise seconded the motion. Terri abstained from voting as she was absent from the March meeting.

## New Business:

1. The team introduced themselves to Tavan Mair, executive director of Connected Communities, Inc., a behavioral health service provider in the Northern Shenandoah Valley. Tavan is in the process of completing the paperwork to fill to private provider representative position on CPMT and joined the meeting today as a member of the public.
2. Katherine presented the team with a draft of the shortened version of the Clarke CSA contract for services. This version of the contract will be used for non-clinical services like daycare, drug testing, or one-time services like evaluations. After reviewing multiple versions of MOU/As and other localities' contracts, Katherine removed sections of the full Clarke CSA contract that did not apply to these kinds of services. Denise made a motion to adopt the shortened version of the contract and Terri seconded. All members voted yea, there were no nay votes and the motion carried.
3. CPMT members reviewed the letter Katherine developed for vendors, outlining the contract requirements for timely submission of invoices, progress reports, and other documentation. The letter was sent to all active vendors via email on 4/21/22. As of this meeting, the issues have not resolved. Katherine noted that there is another series of letters that will be sent as the fiscal year closes, to remind vendors of the necessity for prompt documentation submission.
4. CPMT reviewed the OCS request to update the annual service gap survey. The results are as follows:
  - a. For FY 2022, are there any new gaps in services identified that were not reported in FY 2021? *School based mental health services, evidence-based practice services.*

- b. Have any of the gaps in services identified in FY 2021 been resolved in FY 2022? *There is now a behavioral health clinic in Clarke County with case management and medication management services.*
- c. Have any of the barriers to providing services identified in FY 2021 increased or are there any new barriers identified for FY 2022? *There is increased demand for evidence based practice services (MST, FFT, PCIT) but few providers of those services. The upstart cost of training and maintaining staff in those roles is prohibitive to the business of private providers. There is no agency able to provide TDT to the school system.*
- d. Have any of the barriers to providing services identified in FY 2021 decreased or been resolved completely? *There is now a behavioral health clinic in Clarke County with case management and medication management services. The return of in-person treatment has benefited the community.*

Katherine will respond to the OCS inquiry with these answers via email.

- 5. CPMT completed the Locality's Annual Risk Assessment Survey in preparation for the audit to take place in FY23. The group reviewed each question and Katherine will complete the form online with the group's answers.

**Financial Update:**

Katherine provided the team with payment reports from March, there were no questions about the report.

**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. Tavan left the meeting prior to entering closed session.

**Consent Agenda:**

The consent agenda with 5 cases was reviewed. Terri made a motion to leave closed session and Denise seconded.

**Next meeting:  
May 24, 2022 at 2:00 p.m.**

**MOTION TO CONDUCT A CLOSED MEETING**

I move that the Clarke County Community Policy and Management Team conduct a closed meeting in accordance with §2.2-3711 A of the Code of Virginia for the purposes of:

2.2-3711.A (4) – The protection of the privacy of individuals in personal matters not related to public business.

The subject matter of the closed meeting will be:

1. Case Review (active and recent).

**RECORD OF VOTE AS TO THE AFORESAID MOTION**

	MOTION BY	SECOND	ABSENT/ ABSTAIN	AYE	NAY
<i>Denise Acker</i>		✓		✓	
<i>Jerry Stollings</i>				✓	
<i>Jennifer Parker</i>				✓	
<i>Terri Catlett</i>				✓	
<i>Leea Shirley</i>			✓		
<i>Frank Moore</i>	✓			✓	
<i>James Willis</i>			✓		

**CERTIFICATE**

Do each of you certify that to the best of your knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act, and only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered by the Community Policy and Management Team in the closed meeting?

	AYE	NAY	ABSENT	REASON FOR NAY VOTE
<i>Denise Acker</i>	✓			
<i>Jerry Stollings</i>	✓			
<i>Jennifer Parker</i>	✓			
<i>Terri Catlett</i>	✓			
<i>Leea Shirley</i>			✓	
<i>Frank Moore</i>	✓			
<i>James Willis</i>			✓	

The aforesaid Motion and Certificate were adopted in open meeting at a public meeting held on April 26, 2022 of the Clarke County Community Policy and Management Team by roll-call vote as shown above. The Certificate was adopted immediately after the closed meeting at a reconvened open meeting.

*[Signature]*  
Vice-Chair

4/26/22  
Date

**EXPENDITURE REPORT**

Reporting Period: April 2022

Print Download To Excel Export Data?

PART 1 - EXPENDITURE DESCRIPTION REPORT							
	Expenditure Description	MatchRate	Expenditure	Refunds	NetExpenditures	LocalShare	StateShare
1a	Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b	Foster Care - all others in Licensed Residential Congregate Care	0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1c	Residential Congregate Care-CSA Parental Agreements ; DSS Noncustodial Agreements	0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d	Non-Mandated Services/Residential/Congregate	0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e	Educational Services - Congregate Care	0.4797	\$6,726.84	\$0.00	\$6,726.84	\$3,226.87	\$3,499.97
2a	Treatment Foster Care - IV-E	0.4797	\$3,312.54	\$0.00	\$3,312.54	\$1,589.03	\$1,723.51
2a1	Treatment Foster Care	0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a2	Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b	Specialized Foster Care - IV-E ; Community Based Services	0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b1	Specialized Foster Care	0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c	Family Foster Care - IV-E ; Community Based Services	0.2399	\$270.00	\$0.00	\$270.00	\$64.77	\$205.23
2d	Family Foster Care Maintenance only	0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e	Family Foster Care - Children receiving maintenance and basic activities payments; independent living Stipend/Arrangements	0.4797	\$1,488.00	\$0.00	\$1,488.00	\$713.79	\$774.21
2f	Community - Based Services	0.2399	\$14,060.00	\$1,033.25	\$13,026.75	\$3,125.12	\$9,901.63
2f1	Community Transition Services - Direct Family Services to Transition from Residential to Community	0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g	Special Education Private Day Placement	0.4797	\$21,633.26	\$0.00	\$21,633.26	\$10,377.47	\$11,255.79
2h	Wrap-Around Services for Students With Disabilities	0.4797	\$11,785.00	\$0.00	\$11,785.00	\$5,653.26	\$6,131.74
2i	Psychiatric Hospitals/Crisis Stabilization Units	0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	Non-Mandated Services/Community-Based	0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>Total</b>		<b>\$59,275.64</b>	<b>\$1,033.25</b>	<b>\$58,242.39</b>	<b>\$24,750.31</b>	<b>\$33,492.08</b>

**PART 2 - EXPENDITURE REFUND DESCRIPTION**

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	10	\$0.00
Parental Co-Payments	20	\$0.00
Payments made on behalf of the child (SSA, SSI, VA benefits ...)	30	\$0.00
Child Support Collections through DCSE	40	\$1,033.25
Pool prior-reported expenditures re-claimed under IV-E	50	\$0.00
Other (Please specify):	90	\$0.00
<b>TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).</b>		<b>\$1,033.25</b>

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