

CLARKE COUNTY CPMT MEETING MINUTES

September 27, 2022

Attendees

Katherine Webster	CSA Coordinator
Frank Moore	Clarke County Public Schools and CPMT Vice Chair
Jerry Stollings	CSU Representative
Denise Acker	CSB Representative
Tavan Mair	Private Provider Representative
Leea Shirley	VDH Representative
Jennifer Parker	DSS Representative and CPMT Chair

Absent

Terri Catlett	BOS Representative
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Jen called the meeting to order at 2:06 p.m. The meeting was conducted in person at the Clarke County Government Center.

Old Business:

Denise made a motion to approve the minutes from August; Jerry seconded the motion.

New Business:

1. Katherine provided the team with update on information she learned at a recent meeting for county clerks of boards and committees. Policies for information distribution were reviewed along with a virtual meeting policy. Denise motioned that Clarke CPMT adopt COV 2.2-3708.3 as the official policy for holding virtual meetings. Leea seconded the motion and the motion passed.
2. Jen stated that during the FY24 budget process, a full-time position for the Clarke CSA coordinator will be discussed. Katherine noted that the census has increased from 7 to 27 in the past 2 years, with numerous complicated foster care cases that take a lot of time to work.
3. Denise discussed the mandated reporter changes at Northwestern CSB and noted that there were no final changes implemented, but she will alert the team when new policies are officially adopted.
4. Katherine updated the team about the search for a parent representative and the county's policies on posting to the county Facebook page. The team suggested using a photo of the government center as the background for the posting. Katherine will follow up with the PIO.
5. There were now cases to report for youth awaiting placement in facilities. Denise noted that Northwestern is working on a data reporting initiative and will loop Katherine in when it is up and running.
6. Katherine asked for the team's input for the remaining section of the self-assessment workbook to prepare for the upcoming CSA audit. The section on risk assessment asked about a policy and required testing of that policy with a risk scenario. The team suggested Katherine review previous year's audits for guidance. Katherine will also reach out to county administration to inquire about their risk assessment policy.

Financial Update:

The payment reports from July and August were reviewed. There were no questions.

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 4 cases was reviewed. Denise made a motion to leave closed session and Tavan seconded.

Next meeting: October 25, 2022 at 2:00 p.m.