

**COMMUNITY POLICY AND MANAGEMENT TEAM
MINUTES
April 24, 2023**

The members of the CPMT met Monday, April 24, 2023 at 10:00 a.m. in the Training Room of the Tazewell County Department of Social Services.

The following members attended:

Michelle Brown, Tazewell County School Board for Melinda Smith, Tazewell County School Board
Jeff Brintle, Tazewell County Juvenile Court Services
David Taylor, CPMT Vice Chair, Director Tazewell County Department of Social Services
Cynthia Hale for Lori Gates-Addison, CPMT Chairperson, Cumberland Mountain CSB
Shanna Plaster, Tazewell County Board of Supervisors
Dwayne Sturgill, Family Preservation Services

The following members were absent:

Arlene Matney, Finance Tazewell County Board of Supervisors, Roberta Boyd, Clinch Valley Community Action, Kathy Alley, Parent Representative, Robin Jackson Tazewell County Health Department

David Taylor, CPMT Chairperson called the meeting to order at 10:06 a.m.

March 27, 2023 CPMT Minutes – Jeff Brintle made the motion to approve the minutes from March 27, 2023 CPMT meeting. Shanna Plaster seconded and the motion unanimously passed.

The coordinator advised members Tazewell County local Fiscal Assistant Shanun Smith submitted to OCS 4/11/2023 a supplemental allocation request for fiscal year 2023. From 7/31/2022 to 4-11-2023 approximately an expenditure total of \$1,502,990.47 has been made. That left a balance of \$855,138.26 to be used for the rest of the 2023 year, ending June 30, 2023. In order to ensure we will have enough CSA funding from April 11, 2023 to June 30, a supplement of \$1,599,705 was requested and approved by our CPMT Chair Lori Gates Addison and Arlene Matney, Fiscal Agent Director of Finance Tazewell County Board of Supervisors. The Office of Children's Services adjusted this amount to \$1,398, 653.47 and approved the supplement request. OCS has released (50%) \$699,326.73 for immediate use. This supplement is reflected on the March 2023 Financial Report.

March 2023 Financial Report – Jeff Brintle made the motion to approve the March 2023 Financial Report. Dwayne Sturgill seconded and the motion unanimously passed.

07-01-2022 to 06-30-2023 Encumbered WRAP Funds – Dwayne Sturgill made the motion to approve the 07-01-2022 to 06-30-2023 Encumbered WRAP Funds. Shanna Plaster seconded and the motion unanimously passed.

Mr. Sturgill questioned why the \$20,765.00 Wrap Around Funds were allocated back to OCS when there is an obvious need for services for children in the area. He asked why we did not use the funds, what exactly the requirements for applying for the funds are, and what services are covered. The coordinator informed the members Wrap Around Services can be used for students with disabilities for services in the home that the child does not receive in school. The coordinator also stated she did not know what the exact requirements are for these services however the services would be requested on the service plan for FAPT and CPMT approval for the in-home services. For an example she used Family Preservations VRP in home services as a type of services that could be used. Ms. Cynthia Hale and other members also agreed with Mr. Sturgill and voiced their concerns in the funds not being utilized.

Jeff Brintle asked if an IEP was a requirement to obtain WRAP funding, the coordinator replied no, she did not think so. David Taylor commented he believed he had read that it was required. The coordinator stated she would seek clarification and advise the members. She continued to say Ms. Melinda Smith, Director of Special Services Tazewell County School Board could explain to the members in detail this

information however Ms. Smith was unable to attend this meeting today. Ms. Smith reviews and follows up on cases that may be eligible for Wrap spending and to utilize those funds. Ms. Angela Roberts Steele, Tazewell County Special Education Coordinator who is a FAPT member also reviews cases that can utilize this funding.

Dr. Michelle Brown, Special Education Coordinator Tazewell County Schools was in attendance and discussed with the CPMT members more about the Special Education Wrap. Even though families have been offered the use of this service and funding, they are declining because it would require the provider to visit the home for the services. She also discussed the mistrust and resistance families can have. Dr. Brown discussed the challenges associated with getting parents and caregivers to utilize the services offered by the agency and educational service programs even when the funding is available but the families refuse to partake of the services.

The coordinator also informed members she had advised members in previous CPMT and FAPT meetings Tazewell County has used very little to no Encumbered WRAP Funds. *See January 23, 2023 CPMT Meeting Minutes.* During the review and approval of the **Financial, Encumbered Wrap and Safe and Stable Funds** it was discussed WRAP funds were still not being used. Ms. Smith stated she has been working on this and commented she will continue to send out reminders to utilize this funding.

See October 24, 2022 CPMT Meeting Minutes. Shanun Smith CSA Fiscal Assistant with the Tazewell County Dept. of Social Services presented to CPMT an overview of the monthly financial reports during this meeting. Ms. Smith discussed the CSA Quarterly Report for September 2022 and September 2023; Encumbered Wrap Funds for September 2022 and September 2023 Report. Along with discussing why the figures may differ on these monthly reports, she brought to the attention of the members the Wrap funds were not being utilized.

The coordinator referred members to *Administrative Memo #23-02 Review and Reallocation of FY2023 WRAP-Around Services for Students with Disabilities (SPED Wrap) from Office of Children's Services Kristy Wharton, CFO.* The coordinator forwarded this email to all members Friday 2/24/23 for review. Memo 23-02 explained at the end of February a locality's expenditures of the SPED Wrap-Around will be analyzed. A locality's SPED Wrap Allocation will be removed, if a locality has not used Wrap Around Services for Students with Disabilities as of February 28, 2023. This will take place effect March 1, 2023. If a locality's SPED Wrap Allocation is removed and would require funding after March 1, 2023, a request for a new allocation will need to be submitted to request new Wrap funding.

After the CPMT meeting, the coordinator sought clarification and was informed by Ms. Angela Roberts Steele, "The child Does need to have an Individualized Education Program (IEP) in place before Wrap Funds can be requested."

Safe & Stable Funds March FY2022-2023 – Jeff Brintle made the motion to approve the March 2023 Safe & Stable Funds. Shanna Plaster seconded and the motion unanimously passed.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

The CSA Coordinator advised members she did not print out and include in today's packet **Administrative Memo #23-04, Elimination of CPMT Reporting Requirements Under §2.2-5206.16, COV.** She did email to all FAPT & CPMT members on 3-27-2023. She gave a brief overview, the state of Virginia emailed in August 2022 forms and instructions as part of CPMT powers and duties requires that the CPMT submit to the Department of Behavioral Health and Developmental Services information on children and adolescents admission to an acute care or residential treatment facility was not obtained within a reasonable amount of time. This was also in concurrence with Governor Youngkin's Safe and Sound Task Force implemented because children were displaced in unsuitable sleeping arrangements, i.e.

hotels, local DSS offices, because of shortages of foster homes, kinship family placements, and delays in group homes and residential treatment centers.

Next on the agenda **CSA Program Audits Federal Expenditure Reporting and Sub-recipient Monitoring Requirements; local government's FY 2022 Annual Comprehensive Financial Report (ACFR)** (Handout). This request came from OCS's Audit Program email March 20, 2023 to all CPMT Chairs and CSA Coordinators. The coordinator obtained the Tazewell County Year 2022 Audit Report and submitted to OCS Audit Program March 28, 2023. This was the 2022 audit results from the County of Tazewell. The Tazewell County CSA program did not have any material weakness in the 2022 County Audit.

Included in today's packet for members to review, **Office of Children's Services Data Collection Event Time to Service Study** (Handout). OCS sent to all localities in Virginia, to be completed by CSA staff beginning with the first referral received, referral heard at FAPT, and the start of service beginning the month of February through April 15, 2023. The Joint Legislative Audit and Review Commission (JLARC) recommended that the Office of Children's Services (OCS) should require local CSA programs to measure, collect and report timeliness data to OCS at least annually. The survey was distributed previously in the February 27, 2023 CPMT Meeting. CPMT members were asked to fill out and return the survey to the coordinator. The coordinator did not receive any surveys back from CPMT members, only FAPT members. Tazewell County data was collected for Foster Care, Foster Care Prevention and CHINS. JLARC recommended OCS use this data to identify local CSA programs with relatively long start times for services, provide assistance to these programs, and notify CPMT of their low performance relative to other CSA programs. The coordinator submitted this completed data to OCS April 10, 2023.

On today's agenda for completion, **Administrative Memorandum #23-05, FY2023 CSA Service Gap Survey**. (Emailed to FAPT & CPMT 3-31-2023) Handout. The coordinator emailed the blank survey to FAPT and CPMT members ahead of the scheduled meetings to start reviewing and completing the survey. Blank copies of the survey were distributed in today's meeting packet for review and completion. Members also received in today's meeting packet the March 4, 2022 FY 2022 Gap in Services Survey and the FY 2021 Service Gap Survey for members to reference in filling out the FY2023 Gap Survey. The coordinator did not get any completed surveys today. Members were asked to have their survey back to the coordinator before the May 22, 2023 CPMT meeting in order to have time to complete the on-line survey before the May 30, 2023 deadline.

CPMT members reviewed the OCS May 2023 Training Calendar for comments and discussion. There were not and Community Announcements

Mr. Taylor moved to enter closed session.

Closed Session – Jeff Brintle made a motion that the CPMT go into Closed Session to discuss cases for Foster Care, CPS, Cumberland, Court Services, Tazewell County Schools and funding to be provided for services for these cases. The motion was seconded by Shanna Plaster and unanimously carried.

Certification of Closed Meeting

WHEREAS, The Tazewell County CPMT has convened a closed meeting on this date pursuant to an affirmative vote and in accordance with the provisions of the Virginia Freedom of Information Act; and **WHEREAS**, 2.2-3711 and 2.2-3712 of the Code of Virginia requires a certification by the CPMT that such closed meeting was conducted in conformity with Virginia law;

NOW THEREFORE, BE IT RESOLVED, that the Tazewell County CPMT hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (i) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the CPMT.

VOTE

AYES 4, NAYS 0 ABSENT 4

ABSENT DURING MEETING: Arlene Matney, Roberta Boyd, Kathy Alley, Robin Jackson

ABSENT DURING VOTE: Arlene Matney, Roberta Boyd, Kathy Alley, Robin Jackson

Jeff Brintle made a motion to approve the Foster Care, CPS, Cumberland, Court Services, Tazewell County School cases and funding to be provided for services requested for these cases discussed in closed session. The motion received a second by Shanna Plaster and was approved by the members of CPMT.

Jeff Brintle made a motion to return to open session. The motion was seconded by Shanna Plaster and unanimously carried.

The coordinator informed members this year has seen a steady decrease in foster care cases. She stated in today's FAPT case approvals, 8 client cases were closed for services, 2 adoption, 2 family reunification, and 4 teens in foster care custody turned 18 decided not to continue with independent living services. April 2022 Distinct Child Count by Service Report shows Foster Care child count at **76**, with **19** residential. Current year to day April 2023 we have **49** children in Foster Care with **15** in residential.

Adjourned 11:00 a.m.

The next scheduled CPMT meeting Monday May 22, 2023 at 10:00 a.m.