

**COMMUNITY POLICY AND MANAGEMENT TEAM
MINUTES
November 27, 2023**

The members of the CPMT met Monday, November 27, 2023 at 10:00 a.m. in the Training Room of the Tazewell County Department of Social Services.

The following members attended:

Roberta Boyd, Clinch Valley Community Action
Robin Jackson Tazewell County Health Department
Dwayne Sturgill, Family Preservation Services
Shanna Plaster, Tazewell County Board of Supervisors
Jeff Brintle, Tazewell County Juvenile Court Services
Kathy Alley, Parent Representative
Lori Gates-Addison, Cumberland Mountain CSB
Arlene Matney, Finance Tazewell County Board of Supervisors

The following members were absent:

David Taylor, Chair, Director Tazewell County DSS
Michelle Brown, Tazewell County School Board
Melinda Smith, Tazewell County School Board

Due to the absence of David Taylor Chair and Melinda Smith Vice Chair and her back-up Michelle Brown, Jeff Brintle called the meeting to order at 10:00 a.m. Mr. Brintle presided over the meeting in their absence.

October 23, 2023 CPMT Minutes – Robin Jackson made the motion to approve the minutes from October 23, 2023 CPMT meeting. Shanna Plaster seconded and the motion unanimously passed.

October 31 2024 Financial Report – Dwayne Sturgill made the motion to approve the October 31 2024 Financial Report. Shanna Plaster seconded and the motion unanimously passed.

07-01-2023 to 06-30-2024 Encumbered WRAP Funds – Shanna Plaster made the motion to approve the October 2023 Encumbered WRAP Funds. Robin Jackson seconded and the motion unanimously passed.

Safe & Stable Funds October 31, 2023 – Dwayne Sturgill made the motion to approve the October 2023 Safe & Stable Funds. Kathy Alley seconded and the motion unanimously passed.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Included in today's meeting packet for CPMT members review is the PSSF Showcase 2020 Five Year Plans. The showcase is comprised of 2020 Five-Year Plans from various CSA localities. The showcase is an opportunity to review how other localities have focused the use of PSSF funds to benefit their communities. Tazewell County has made this list. Tazewell County's Five Year Plan is written by Shanun Smith, Tazewell County Fiscal Assistant. Members read the seven page Tazewell County Community Needs Assessment and discussed the use of the Safe and Stable Family Funds.

Also included in today's packet for members to review is the OCS updated ICC Guidance documentation on the service of Intensive Care Coordination (ICC). The updated documentation removed language-prohibiting use of the ICC with other targeted case management services. For all youth served through HFW, a "lead agency case manager" continues to be required; this person provides case management, is the connection to FAPT, and maintains responsibility for referrals and other case management/care management duties (this role is separate from the HFW facilitator and is filled by an employee of a local child serving agency such as the schools, LDSS, CSU or the CSB). For youth placed in congregate care

placements, HFW can begin 90 days prior to discharge. The CSA User Guide on line has been updated. Members reviewed Tazewell County's CSA Local Policy and Procedures Manual page 21 through 22 Intensive Care Coordination (ICC), and determined the way the current policy is written did not require updating or the removal of language prohibiting use of the ICC with other targeted case management services.

CPMT members conducted their annual review of the Tazewell County's CSA Local Policy and Procedures CPMT Long Range Plan. Members agreed to update and edit the wording under **Goal 1: Increase the number of children who are able to remain safely with their families Number (2) Decrease family substance abuse by increasing the number of community recovery opportunities.** The wording is to be changed to better reflect how this will actually be achieved through offering training to the community:

Decrease family substance abuse by increasing information, dissemination of information, and education of community recovery opportunities. This support can be achieved by utilizing programs such as training in Community Opportunities, Narcan, Safe Talk Suicide Prevention, and Recovery Support Groups.

Courtney Sexton, OCS Program Consultant has completed the Tazewell County Enhanced Technical Assistance-Initial Report. CPMT Chair David Taylor emailed a copy of the report to CPMT and FAPT members November 20, 2023. Mr. Taylor asked CPMT members to read over the information and come prepared to discuss the report during the November 27, 2023 CPMT meeting. CPMT members discussed the report and had many questions regarding the observations and findings. Members agreed this would be an ongoing discussion at the upcoming monthly CPMT meetings. Members also agreed that FAPT members will need the report now to have time to review before CPMT and FAPT can have a joint meeting. The coordinator informed members Ms. Sexton has scheduled to attend the February 26, 2023 CPMT meeting to review her report in person, answer questions and assist CPMT in writing a Program Enhancement Plan (PEP). She and members will be addressing strategies, benchmarks, and target dates for each of the recommendations included in the report. To provide CPMT members examples of some of the Policy, Training and Process recommendations Ms. Sexton suggested are already in place for Tazewell County CSA. The coordinator provided members copies of back-up documentation for **Policy** Recommendation 2, 3, 4, 5, 6, **Training** Recommendation 1, and **Process** Recommendation 6. She also asked members to keep and bring their copy of the report and the backup documentation packet to the next CPMT meeting December 18, 2023.

There was not any training listed on the Office of Children's Services December 2023 Training Calendar to review.

Ms. Gates-Addison commented for Community Announcements the ongoing Narcan training and Safe Talk training being offered to the community.

Closed Session – Lori Gates-Addison 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 Robin Jackson 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 8, NAYS 0, ABSENT 3

ABSENT DURING MEETING: David Taylor, Michelle Brown, Melinda Smith

ABSENT DURING VOTE: David Taylor, Michelle Brown, Melinda Smith

Dwayne Sturgill made a motion to approve funding to be provided for Foster Care, CPS, Cumberland, Court Services, and Tazewell County Schools for services for these cases. The motion was seconded by Roberta Boyd and unanimously carried.

Ms. Gates-Addison commented CPMT members need to have a breakdown on specific services being reviewed. Instead of OEI services, the summary should contain what the actual OEI service is. Members in attendance agreed. In addition, members agree the service summary for approval should have the amount being requested with Medicaid payment and the amount requested without Medicaid payment. The coordinator informed members some of the service plans did have this information however; CPMT requested that all the service plans include this information. The coordinator informed members she would take this request to the FAPT members at the December 4, 2023 FAPT meeting.

Lori Gates-Addison made a motion to return to open session. The motion was seconded by Robin Jackson and unanimously carried.

Jeff Brintle, Director of Tazewell County Juvenile Court Services and former CPMT Chair and Vice Chair signed all approvals in the absence of the Chair and Vice Chair.

Adjourned 11:30 a.m.

Due to the Christmas Holiday, the next scheduled CPMT meeting is Monday December 18, 2023 at 10:00 a.m.