

**COMMUNITY POLICY AND MANAGEMENT TEAM  
MEETING MINUTES  
August 25, 2025**

Called to order 10:01 a.m. by Robbie Davis, CPMT Chair

**The following CPMT members attended:**

Melinda Smith, Tazewell County Schools  
Roberta Boyd, Clinch Valley Community Action  
Robbie Davis Chair, Tazewell County Juvenile Court Services  
Lori Gates-Addison, Cumberland Mountain Community Service Board  
Robin Jackson CPMT Vice Chair Tazewell County Health Department  
Arlene Matney, Fiscal Agent Tazewell County Administration  
Sheri Hale for David Taylor, Director Tazewell County DSS

**The following CPMT members were absent:**

Shelby Mitchell, National Counseling Group  
Shanna Plaster, Tazewell County Board of Supervisors  
Parent Representative – Vacant

**CPMT Members Confidentiality Signature Form**

**July 28, 2025 CPMT Minutes** – Sheri Hale made the motion to approve the July 28, 2025 CPMT meeting minutes. Roberta Boyd seconded and the motion unanimously passed.

**July Fiscal Year 2025 Financial Report** – Arlene Matney made the motion to approve the July FY 2025 Financial Report. Melinda Smith seconded and the motion unanimously passed.

**July Fiscal Year 2026 Financial Report** – Melinda Smith made the motion to approve the July FY 2026 Financial Report. Robin Jackson seconded and the motion unanimously passed.

**07-01-2024 to 06-30-2025 Encumbered WRAP Funds - \$0 Allocation**

**07-01-2024 to 06-30-2025 Encumbered WRAP Funds - \$0 Allocation**

**Safe & Stable Funds July 31, 2025** – Robin Jackson made the motion to approve the July 31, 2025 Safe & Stable Funds. Lori Gates-Addison seconded and the motion unanimously passed.

Arlene Matney, Fiscal Agent Tazewell County Administration informed members \$2.5 million County Funds is allocated to Tazewell County Children's Services Act Program for the 2026 Fiscal Year.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

Discussion was had to remove the Encumbered WRAP Funds from the monthly agenda due to this funding category having \$0 allocation from the Office of Children's Services due to nonuse by Tazewell County. There is not any data to review and approve. Members agreed to remove the WRAP Funds report from the monthly CPMT meeting due to the \$0 allocation. Members agreed if this funding becomes available for Tazewell County, this funding line would be added back to the monthly meeting.

Sheri Hale made the motion to remove from agenda for review and approval due to \$0 allocation the **Encumbered WRAP Funds**. Arlene Matney seconded and the motion unanimously passed.

Included in today's meeting the CPMT and FAPT member organization charts and updated members list. Ms. Boyd informed members she will reach out to Janet Wilson, a potential CPMT Parent Representative. Members discussed the criteria for filling this seat.

Next on the agenda, Power Point slides of CSA Continuous Quality Improvement – CQI Dashboard Expenditure, Service Utilization and Outcomes Data for Utilization Management (UM) for **Tazewell, Buchanan, Russell Counties, and Statewide** Updated through August 2025

1. Finance (Handout and Power Point Slides)
2. Demographics/Utilization (Handout and Power Point Slides)
3. Outcome Measures (Handout and Power Point Slides)

Members reviewed and discussed the expenditure, mandate type, placement and service data shown for each locality.

Next on the agenda CPMT members reviewed Office of Children's Services September 2025 Training Calendar (Handout)

### **Community Announcements**

Ms. Lori Gates-Addison reminded members the Pathways to Hope Suicide Prevention Conference scheduled September 11, 2025. She also informed members CMCSB provides Safe Talk training regarding suicide. This is training is 2–2 ½ hours offered to Foster Care parents, caregivers, guardians and parents.

The coordinator reminded members the 14th Annual Commonwealth of Virginia Children's Services Act Conference at The Hotel Roanoke & Conference Center in Roanoke, Virginia October 14-16, 2025. The pre-conference session for CSA Coordinators, CPMT members and FAPT Members is October 14, 2025 at 2:00 pm to - 5:00 pm. The pre-conference is free but you must register. Participants including State Executive Council, State and Local Advisory Team, CPMT members, local government administrators, agency heads, private provider representatives, and parent representatives, FAPT members, CSA Coordinators, community partners, and stakeholders. Participants can expect to receive information and training that will assist them in achieving the mission and vision of CSA. Workshops and sessions are designed for local government representatives responsible for implementation of the CSA to meet specific needs.

**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 Melinda Smith and unanimously carried.

Sheri Hale made a motion to return to open session. 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**

**7 AYES, NAYS 0, ABSENT 3**

**ABSENT DURING MEETING:** Shelby Mitchell, Shanna Plaster, Parent Representative Vacant

**ABSENT DURING VOTE:** Shelby Mitchell, Shanna Plaster, Parent Representative Vacant

Arlene Matney 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 Melinda Smith and unanimously carried.

Meeting adjourned at 11:12 a.m.

**The Next CPMT Meeting is Monday September 22, 2025 at 10:00 a.m.**