

**COMMUNITY POLICY AND MANAGEMENT TEAM
MEETING MINUTES
September 22, 2025**

Called to order 10:00 a.m. by Robbie Davis, CPMT Chair

CPMT Members Confidentiality Signature Form

The following CPMT members attended:

Roberta Boyd, Clinch Valley Community Action
Michelle Brown, Tazewell County Schools
Robin Jackson CPMT Vice Chair Tazewell County Health Department
Robbie Davis Chair, Tazewell County Juvenile Court Services
Shanna Plaster, Tazewell County Board of Supervisors
David Taylor, Director Tazewell County DSS
Amanda Hildebrandt for Shelby Mitchell, National Counseling Group
Arlene Matney, Fiscal Agent Tazewell County Administration
Lori Gates-Addison, Cumberland Mountain Community Service Board

The following CPMT members were absent:

Parent Representative – Vacant

August 25, 2025 CPMT Minutes – Roberta Boyd made the motion to approve the August 25, 2025 CPMT meeting minutes. Michelle Brown seconded and the motion unanimously passed.

August Fiscal Year 2025 Financial Report – Robin Jackson made the motion to approve the August FY 2025 Financial Report. Arlene Matney seconded and the motion unanimously passed.

August Fiscal Year 2026 Financial Report – Robin Jackson made the motion to approve the August FY 2026 Financial Report. Shanna Plaster seconded and the motion unanimously passed.

Safe & Stable Funds August 31, 2025 – David Taylor made the motion to approve the August 31, 2025 Safe & Stable Funds. Robert Boyd seconded and the motion unanimously passed.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Tazewell County CPMT meets the fourth Monday of every month. Members reviewed the Year 2025 CPMT meeting schedule and confirmed previously agreed upon November 24, 2025 (thanksgiving Holiday Week) and December 15, 2025 (Christmas Holiday week) CPMT Meeting. After reviewing the November meeting date, members agreed to change to November 17, 2025.

Robin Jackson made the motion to approve **changing the CPMT meeting from November 24, 2025 to meeting November 17, 2025**. David Taylor seconded and the motion unanimously passed.

Members reviewed the Medicaid Billings Fiscal Year End June 2025 data included in today's meeting packet for Tazewell County (Handout).

Next on the agenda for review, Office of Children's Services Comparison Report - By Service Placement Type Fiscal Year End June 2025 for Buchanan, Russell, Tazewell (Handout). Members discussed the number of children serviced for each locality.

CPMT members reviewed Office of Children's Services October 2025 Training Calendar (Handout). Members were reminded of the Office of Children's Services (OCS) Virtual CSA Academy learning series designed to support CPMT members and those who supervise CSA Coordinators. (Emailed CPMT & FAPT 9/2/2025). Registration is required.

Community Announcements

None

Included in today's meeting packet for review, "***Recruiting and Retaining Parent Members on Interagency Teams***". Ms. Boyd informed members she has not had the opportunity to follow up with Janet Wilson, a potential CPMT Parent Representative. This is due to Ms. Wilson's schedule however; she will keep trying to schedule a meeting time to discuss.

Closed Session – Shanna Plaster 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 David Taylor and unanimously carried.

Robin Jackson made a motion to return to open session. The motion was seconded by Lori Gates-Addison 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 9, NAYS 0, ABSENT 1

ABSENT DURING MEETING: Parent Representative Vacant

ABSENT DURING VOTE: Parent Representative Vacant

David Taylor 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 Arlene Matney and unanimously carried.

Meeting adjourned at 11:45 a.m.

The Next CPMT Meeting is Monday October 27, 2025 at 10:00 a.m.