

COMMUNITY POLICY AND MANAGEMENT TEAM MEETING MINUTES

January 26, 2026 Rescheduled to January 29, 2026 due to Winter Storm and Agency Closure

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

CPMT Members Confidentiality Signature Form

The following CPMT members attended:

Robbie Davis Chair, Tazewell County Juvenile Court Services
David Taylor, Director Tazewell County DSS
Robin Jackson CPMT Vice Chair Tazewell County Health Department
Arlene Matney, Fiscal Agent Tazewell County Administration
Michelle Brown, Tazewell County Schools

The following CPMT members were absent:

Roberta Boyd, Clinch Valley Community Action
Shanna Plaster, Tazewell County Board of Supervisors
Lori Gates-Addison, Cumberland Mountain Community Service Board
Parent Representative Vacant
Private Provider Representative Vacant

December 15, 2025 CPMT Minutes – Robin Jackson made the motion to approve the December 15, 2025 CPMT meeting minutes. Michelle Brown seconded and the motion unanimously passed.

December Fiscal Year 2026 Financial Report – Michelle Brown made the motion to approve the December Fiscal Year 2026 Financial Report. Arlene Matney seconded and the motion unanimously passed.

Safe & Stable Funds December 31, 2025 – Robin Jackson made the motion to approve the December 31, 2025 Safe & Stable Funds. Arlene Matney seconded and the motion unanimously passed.

Discussion held with members regarding the December PSSF balance and not fully utilizing this grant funding. An Email sent to DSS FC, CPS and In-Home Supervisors about the remaining funds for the year. If the money is not entirely used by April 2026, we could possibly lose this funding to another locality. January expenditures show a substantial increase since the email was sent.

UNFINISHED BUSINESS:

CPMT Chair to sign Tazewell County CPMT Long Range Plan Annual Review. CPMT members voted to approve all edits during the December 15, 2025 meeting. Robbie Davis Chair signed the 2025-updated plan. Copies will be emailed to all CPMT members.

NEW BUSINESS:

FAPT requested to add Lighthouse Counseling as a CSA Tazewell County Provider (handout). Dr. Sykes is scheduled for an in person presentation at February 9, 2026 FAPT. Currently we are using Roark Counseling for Psychological Assessments. This will add another source for the Tazewell County area. CPMT members reviewed the rate sheet and service description provided in the meeting packet.

Robin Jackson made the motion to approve to add **Lighthouse Counseling as a Tazewell County CPMT CSA Provider**. Arlene Matney seconded and the motion unanimously passed.

CPMT were reminded of the Financial Disclosure Statement (FDS) emailed to CPMT 1/9/2026 (handout) from Stephanie Russell. The form was to be completed and returned to the County Administration by February 1, 2026. A second reminder was emailed to all CPMT members January 29, 2026.

OCS identifies specific training materials that support the CSA Program's foundational understanding of core operational competencies. All CPMT and FAPT staff managing the CSA program shall be provided internal/external training available from various resources. Case Managers and Workers are also provided with available training. The CSA Coordinator coordinates the CSA available training by OCS. All are to demonstrate a willingness to participate in training and skill development programs as required.

The coordinator is requesting Office of Children's Services Onsite Training for this 2026 year. Included in today's meeting packet is the OCS onsite training list as well as the Tazewell County CSA training spreadsheet with completed

training for CPMT, FAPT and Case Managers/Workers. Tazewell County has completed two of the six on-site training offered by OCS. The coordinator asked for CPMT approval to offer the following:

- Building a High-Functioning FAPT
- Family Engagement Case Workers/Managers and FAPT Training
- CQI & Strategic Planning CPMT Training

CPMT members present in today's meeting unanimously agreed for the coordinator to contact OCS and schedule:

- Family Engagement for Case Workers/Managers and FAPT Training
- CQI & Strategic Planning CPMT Training

CPMT members unanimously agreed to deviate from the agenda and move funding approval before A.11. CSA Continuous Quality Improvement to ensure a majority is present to vote. One member will need to leave at 11:00.

On today's meeting agenda for CPMT review is CSA Continuous Quality Improvement – CQI Dashboard Expenditure, Service Utilization and Outcomes Data for Utilization Management (UM) for Tazewell, Buchanan, Russell Counties, Statewide Updated through January 2026. This data was provided through a power point presentation for CPMT review.

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

CPMT members reviewed Office of Children's Services February 2026 Training Calendar (Handout). CPMT members were reminded of more CPMT training opportunities designed to support CPMT members and those who supervise CSA Coordinators. The coordinator emailed all members September 2, 2025 the eight-session learning series. The first training session started 1/9/2026 and the last training session is 4/24/2026.

Community Announcements

Discussion was had regarding the General Assembly potentially restructuring. The DJJ under DHHS

Closed Session – Robin Jackson 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 Arlene Matney and unanimously carried.

Open Session Robin Jackson made a motion to return to open session. The motion was seconded by David Taylor 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 5, NAYS 0, ABSENT 3

ABSENT DURING MEETING: Roberta Boyd, Shanna Plaster, Lori Gates-Addison, Parent Representative Vacant, Private Provider Representative Vacant

ABSENT DURING VOTE: Roberta Boyd, Shanna Plaster, Lori Gates-Addison, Parent Representative Vacant, Private Provider 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 Robin Jackson and unanimously carried.

David Taylor made a motion to approve funding for Foster Care Maintenance Services Not FAPT Reviewed for services for these cases. The motion was seconded by Robin Jackson and unanimously carried.

Meeting adjourned at 11:45 a.m.

Next CPMT Meeting Monday March 23, 2026 at 10:00 a.m.