

**COMMUNITY POLICY AND MANAGEMENT TEAM
MEETING MINUTES
July 27, 2026**

Called to order 10:04 a.m. by Lori Gates-Addison.

CPMT Members Confidentiality Signature Form

The following CPMT members attended:

Michelle Brown, Tazewell County School
Brenda Blizzard Parent Representative
Arlene Matney, Fiscal Agent Tazewell County Administration
David Taylor, Director Tazewell County DSS
Megan Goodie for Robin Jackson CPMT Vice Chair Tazewell County Health Department
Whitley Wagner, DePaul Private Provider Representative
Lori Gates-Addison, Cumberland Mountain Community Service Board
Shanna Plaster, Tazewell County Board of Supervisors

The following CPMT members were absent:

Roberta Boyd, Executive Director Clinch Valley Community Action
Robbie Davis Chair, Tazewell County Department of Juvenile Justice

June 22, 2026 CPMT Minutes – Whitley Wagner made the motion to approve June 22, 2026 CPMT meeting minutes. Michelle Brown seconded and the motion unanimously passed.

June Fiscal Year 2026 Financial Report – Arlene Matney made the motion to approve the June Fiscal Year 2026 Financial Report. David Taylor seconded and the motion unanimously passed.

Safe & Stable Funds June 30, 2026 – David Taylor made the motion to approve June 30, 2026 Safe & Stable Funds. Arlene Matney seconded and the motion unanimously passed.
Members were informed \$5,000.00 Safe and Stable Funds were returned unused for the year.

UNFINISHED BUSINESS:

An email was sent to CPMT members July 9, 2026 for member participation with the Office of Children's Services Program Auditor Exit Conference 1:00 p.m. July 23, 2026. In attendance in the virtual meeting OCS Auditors Rachel Friedman and Annette Larkin; CSA Coordinator Margo Trigg; CPMT members Robbie Davis, Robin Jackson, David Taylor, and Tazewell County DSS Administrative Services Manager Charity Whitt.

During today's meeting CPMT reviewed and discussed Tazewell County CSA Program Self-Assessment Validation (SAV) Draft Report, File No. 38-2025. Tazewell County CPMT's formal response to the draft report is **due to OCS Monday, August 31, 2026.**

CPMT was informed, the formal response to the draft report is a collaborative effort required by all members. OCS instructed the response come from the CPMT Chair, or from the CSA Coordinator and copying the CPMT Chair. The auditor will paste CPMT's response directly into the report, or the comments can be submitted by replying to the audit email or by sending a Word document attachment. In addition, CPMT may submit a letter in any format for the auditor to attach to the report.

OCS auditors reviewed Tazewell County Local CSA Policy & Procedure Manual and made eighty-four (84) corrections. The coordinator was to schedule review of the manual for CPMT to approve edits on the next several monthly meetings. However, some CPMT members suggested and all members agreed the coordinator will create a separate word document listing each original error and the recommended OCS correction. CPMT will then be given the list of all corrections made to the Local CSA Policy & Procedure Manual.

NEW BUSINESS:

Administrative Memo #26-06 CSA Reimbursement for Private Day Special Education Tuition – FY2027 – Private Day Rate Caps – FY2027-July 1, 2026. (*Email sent to CPMT and FAPT 7-1-2026*) Make sure this information is reviewed.

OCS Scott Reiner Memo Youth Placed at Hallmark Youthcare. (*Email sent to CPMT and FAPT 7-13-2026*) Again, make sure you are reviewing these important email.

OCS Verification of Licensed Sponsored Residential Placement (*Email sent to CPMT and FAPT 7-14-2026*)

The coordinator informed members OCS emailed **Administrative Memo 26-09** FY2027 Administrative Budget Plan Funding this morning. This email was sent to CPMT Chairs, CSA Coordinators and CSA Fiscal Agents. Ms. Matney was asked if she saw the email. August 1, 2026, the Office of Children's Services will release the CSA Administrative Plan funding allocations for FY2027. An email will be generated to all local CSA fiscal agents, prompting them to approve their Administrative Plan (and request the funds) via the Fiscal Agent module in the CSA Local Expenditure, Data and Reimbursement System (LEDRS). FY2027 Administrative Budget Plan fund requests can be processed between August 1, 2026, and June 15, 2027. The system will close at midnight on June 15, 2027. At that point, no other requests for the FY2027 Administrative Funds will be accepted.

Included in today's meeting packet Office of Children's Services Utilization Reports FY2026 – Locality Comparison Report by Placement Type Buchanan, Russell, Tazewell (Handout). CPMT members reviewed and discussed this data.

Also included in today's meeting packet for CPMT review, Local Medicaid Billings by Month Updated May 21, 2026.

CPMT members reviewed Office of Children's Services August 2026 Training Calendar (Handout). At this time, there is not any training listed on the calendar

Community Announcements

Ms. Lori Gates-Addison informed members of the upcoming Suicide Conference to be held in September 2026.

Closed Session – David Taylor 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 Whitley Wagner.

Open Session – David Taylor made a motion to return to open session. The motion was seconded by Whitley Wagner 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 2

ABSENT DURING MEETING: Roberta Boyd, Robbie Davis

ABSENT DURING VOTE: Roberta Boyd, Robbie Davis

Shanna Plaster 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 David Taylor and unanimously carried.

Whitley Wagner made a motion to approve funding for Foster Care Maintenance Services Not FAPT Reviewed for services for these cases. The motion was seconded by Michele Brown and unanimously carried.

Meeting adjourned at 11:39

Next CPMT Meeting Monday August 24, 2026 at 10:00 a.m.