

# **CPMT PACKET**

**2/8/2018**

## **Winchester CPMT Agenda**

February 8, 2:00pm

WDSS, 24 Baker St

Winchester, VA 22601

**Approve Minutes from 1/11/18**

### **Announcements**

**New Hires**

### **Financial Report**

a. January Financials

### **Old Business**

- a. Incorporation of Quality Improvement Plans into Strategic Plan
- b. SPED Wrap-Around Allocation Memo #17-06
- c. Annual Forms – Code of Ethics, Confidentiality Agreement, Statement of Economic Interest
- d. RFP Update

### **New Business**

- a. CSA Audit Validation Visit 1/16/17
- b. Strategic Planning Meeting
- c. CPMT Date and Time Discussion
- d. Winchester City Supplemental Request

### **Motion to Convene in Executive Session**

*Motion to convene in Executive Session pursuant to 2.2- 3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.*

### **Motion to Come Out of Executive Session & Immediately Reconvene in Open Session**

### **Motion to Certify Compliance by Roll Call Vote**

*Move that the members of the Winchester City CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.*

### **Motion to Approve All Cases**

### **Motion to Adjourn**

**Next Meeting:** Thursday, March 8, 2018 at 2:00 at WDSS Boardroom

**JANUARY MINUTES WITH  
DECEMBER FINANCIALS**

**Minutes**  
Winchester CPMT  
24 Baker Street, Board Room  
Thursday, November 9, 2017  
2:00 p.m.

**MEMBERS PRESENT**

Amber Dopkowski, Winchester Dept. Social Services  
Mary Blowe, City of Winchester  
Kelly Bober, Child Advocacy Center  
Dr. Colin Greene, Winchester/Frederick Health Department  
Sarah Kish, Winchester Public Schools  
Peter Roussos, Dept. of Juvenile Justice  
Paul Scardino, National Counseling Group

**MEMBERS/OTHERS NOT PRESENT**

Mark Gleason, Northwestern Community Services Board

**Others Present:**

Karen Farrell, Winchester CSA Coordinator

**RECAP OF CPMT VOTES:**

**Motion:**

- Motion to approve minutes from June 8, 2017 CPMT Meeting
  
- Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.
  
- Motion to come out of Executive Session
  
- Motion to Certify Compliance by Roll Call Vote Move that the members of the Winchester CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.
  
- Motion to Approve All Cases, as discussed.

**Action:**

1<sup>st</sup>: Ms. Dopkowski  
2<sup>nd</sup>: Mr. Roussos

1<sup>st</sup>:: Mr. Roussos  
2<sup>nd</sup>: Mr Scardino

1<sup>st</sup>:: Mr. Roussos  
2<sup>nd</sup>: Ms. Dopkowski

1<sup>st</sup>: Mr. Scardino  
2<sup>nd</sup>: Ms. Blowe

1<sup>st</sup>: Ms. Dopkowski  
2<sup>nd</sup>: Mr. Roussos

**Status:**

Approved  
Unanimously  
Approved

Approved  
Unanimously

Approved  
Unanimously

Approved  
Unanimously

Approved  
Unanimously

**Minutes**  
 Winchester CPMT  
 24 Baker Street, Board Room  
 Thursday, November 9, 2017  
 2:00 p.m.

**Motion:**

- Motion to adjourn CPMT Meeting

**Action:**

1<sup>st</sup>: Mr. Roussos  
 2<sup>nd</sup>: Ms. Blowe

**Status:**

Approved  
 Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Agenda</b>	The meeting was opened by Chair, Sarah Kish at 2:05 pm.	
<b>Approval of Minutes</b>	Motion to approve minutes from November 9, 2017, CPMT Meeting.	On Motion by Ms. Dopkowski and seconded by Mr. Roussos the Minutes from the November 9, 2017, CPMT meeting were approved.
<b>Announcements</b>	Mr. Roussos asked to add Timbrook Program to Agenda.	Approved
<b>Financial Report</b>	<p>The Financial Presentation was distributed for November and December 2017</p> <p>Report: November 2017            Gross Expenditures: \$167,022.33            Expenditure Refunds: \$3,733.33            Net Expenditures: \$163,289.00            Local Dollars: \$68,765.92            Regular Medicaid Payments to Providers: Unknown            Local Match: Unknown</p> <p>Wrap Dollars Funds Beginning Balance: \$17,738.00            Encumbered: \$13,065.80            Disbursed: \$4,107.40            Remaining Funds: \$564.80</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00            Encumbered: \$11,010.00</p>	Ms. Farrell reviewed the report.

**Minutes**  
 Winchester CPMT  
 24 Baker Street, Board Room  
 Thursday, November 9, 2017  
 2:00 p.m.

Item	Discussion	Action
	<p>Disbursed: \$0.00            Remaining Funds: \$9,152.00            Unduplicated CSA Case Count: 140            Average Spent per Child: \$4,333.04</p> <p>Report: December 2017            Gross Expenditures: \$303,816.49            Expenditure Refunds: \$4,403.17            Net Expenditures: \$299,413.32            Local Dollars: \$133,127.61            Regular Medicaid Payments to Providers:            \$456,850.16            Local Match: 120,427.51</p> <p>Wrap Dollars Funds Beginning Balance:            \$17,738.00            Encumbered: \$5,965.40            Disbursed: \$7,660.50            Remaining Funds: \$4,112.10</p> <p>Non-Mandated Funds Beginning Balance:            \$20,162.00            Encumbered: \$8,410.00            Disbursed: \$1,690/00            Remaining Funds: \$10,062.00            Unduplicated CSA Case Count: 149            Average Spent per Child: \$6,110.35</p>	
<p><b>Old Business:</b></p> <p><b>a. Fiscal Subcommittee Meeting Minutes and Recommendations</b></p>	<p>The Fiscal Subcommittee member in attendance, Ms. Dopkowski and Ms. Farrell presented the Minutes from the Fiscal Subcommittee Meeting on December 5, 2018, and the recommendations from the meeting:</p> <ol style="list-style-type: none"> <li>1. Recommend that FAPT return to 90 day reviews for residential cases, with written policy that anyone involved in the case can ask for more frequent</li> </ol>	<p>Motion to approve recommendation Mr. Scardino. Mr. Roussos seconded. Approved.</p>

**Minutes**  
 Winchester CPMT  
 24 Baker Street, Board Room  
 Thursday, November 9, 2017  
 2:00 p.m.

Item	Discussion	Action
<p><b>b. Self-Assessment Workbook Submitted with Quality Improvement Plans</b></p>	<p>FAPT reviews, if needed, on a case by case basis.</p> <p>2. Recommend requirement of FTM every 90 days in residential cases and FTM before initial FAPT, unless the placement is an emergency placement.</p> <p>3. CPMT Members were asked what information is necessary for residential cases presented during executive session at CPMT meetings.</p> <p>Ms. Farrell submitted the Self-Assessment Workbook with Quality Improvement plans to OCS.</p>	<p>Motion to approve recommendation – Mr Roussos. Ms. Dopkowski seconded. Approved.</p> <p>Information needed for CPMT presentation on residential cases is CSA Referral Form, Family Care Plan and Budget Request Form.</p> <p>No Action</p>
<p><b>New Business:</b></p> <p><b>a. Incorporation of Quality Improvement Plans into Strategic Plan</b></p> <p><b>b. Presentation of FY18 Expenditures</b></p> <p><b>c. SPED Wrap-Around Allocation Memo #17-06</b></p> <p><b>d. Annual Forms due</b></p>	<p>Quality Improvement Plans need to be incorporated in Strategic Plan.</p> <p>Ms. Farrell presented a power point presentation of FY18 expenditures this year.</p> <p>Localities requesting additional Wrap funds have to send request to OCS by January 31, 2018.</p> <p>Ms. Farrell will email annual Code of Ethics, Confidentiality Agreement, and Statement of Economic Interest, if applicable, to CPMT and FAPT Members.</p>	<p>Ms. Farrell will schedule a Strategic Planning meeting.</p> <p>Ms. Farrell will schedule a meeting with Ms. Kish to decide how much additional Wrap funds to request. Ms. Farrell will email forms to CPMT and FAPT Members.</p>
<p><b>Motion to Convene in Executive Session</b></p>	<p>Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or</p>	<p>Ms. Kish asked that the meeting move into Executive Session. On motion by Mr. Roussos seconded by Mr. Scardino. The meeting</p>

**Minutes**  
 Winchester CPMT  
 24 Baker Street, Board Room  
 Thursday, November 9, 2017  
 2:00 p.m.

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
	family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.	moved into Executive Session.
<b>Motion to Come Out of Executive Session &amp; Immediately Reconvene in Open Session</b>		Motion to come out of Executive Session by Mr. Roussos and seconded by Ms. Dopkowski. Approved unanimously.
<b>Motion to Certify Compliance by Roll Call Vote</b>	Move that the members of the Winchester CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.	Motion to Certify Compliance by Roll Call Vote was made by Mr. Scardino, seconded by Ms. Blowe, and unanimously approved.
<b>Motion to Approve All Cases</b>	Motion to Approve all cases as discussed.	All cases were approved, on motion by Ms. Dopkowski seconded by Mr. Roussos. Motion was approved.
<b>Motion to Adjourn/Next Meeting Date</b>	The next CPMT meeting will be held Thursday, February 8 at 2:00 p.m., Winchester Social Services Department, 24 Baker Street, Conference Room, Winchester, VA.	The meeting was adjourned on motion by Mr. Roussos and seconded by Ms. Blowe.

Attachments: November and December FY18 Financials  
 January Attachments

Transcribed by kff



Chart A

CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: January 10, 2018	FOR PERIOD ENDING: December 31, 2017 Report ID: 28884
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Farrell Phone Number:540-686-4832

PART 1 - EXPENDITURE DESCRIPTION

	EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1.</b>	<b>CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
1a.	Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b.	Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$47,819.59	\$1,013.27	\$46,806.32	\$26,838.74	\$19,967.58
1c.	Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$16,970.00	\$0.00	\$16,970.00	\$9,730.60	\$7,239.40
1d.	Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e.	Educational Services - Congregate Care	\$0.4587	\$58,652.75	\$68.00	\$58,584.75	\$26,872.82	\$31,711.93
<b>2.</b>	<b>OTHER MANDATED SERVICES</b>						
2a.	Treatment Foster Care - IV-E	\$0.4587	\$55,173.71	\$68.45	\$55,105.26	\$25,276.78	\$29,828.48
2a.1	Treatment Foster Care	\$0.4587	\$33,402.98	\$1,091.00	\$32,311.98	\$14,821.51	\$17,490.47
2a.2	Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.	Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1	Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c.	Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$8,831.15	\$2.72	\$8,828.43	\$2,025.24	\$6,803.19
2d.	Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$8,410.02	\$1,909.73	\$6,500.29	\$2,981.68	\$3,518.61
2f.	Community - Based Services	\$0.2294	\$32,744.41	\$250.00	\$32,494.41	\$7,454.22	\$25,040.19
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$156.00	\$0.00	\$156.00	\$35.79	\$120.21
2g.	Special Education Private Day Placement	\$0.4587	\$36,412.78	\$0.00	\$36,412.78	\$16,702.54	\$19,710.24
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$3,553.10	\$0.00	\$3,553.10	\$1,629.81	\$1,923.29
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$1,690.00	\$0.00	\$1,690.00	\$387.69	\$1,302.31
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$303,816.49</b>	<b>\$4,403.17</b>	<b>\$299,413.32</b>	<b>\$134,757.41</b>	<b>\$164,655.91</b>

**CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 2**

PART 2 - EXPENDITURE REFUND DESCRIPTION		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$312.80
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,846.00
Child Support Collections through DCSE	040	\$2,244.37
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
<b>TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).</b>		<b>\$4,403.17</b>

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

Chart B

**Transaction History**

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
<b>Beginning Balance</b>				<b>\$1,623,901.00</b>	<b>\$878,966.00</b>	<b>\$744,935.00</b>
<b>Pool Reimbursement History</b>						
	9	07/31/2017	08/09/2017	\$9,323.78	\$6,386.94	\$2,936.84
	9	08/31/2017	09/06/2017	\$89,710.06	\$53,942.57	\$35,767.49
	9	09/30/2017	09/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
	1	09/30/2017	09/29/2017	(\$12,268.86)	(\$6,053.18)	(\$6,215.68)
	9	10/31/2017	11/03/2017	\$234,055.53	\$133,878.64	\$100,176.89
	9	11/30/2017	12/08/2017	\$163,289.00	\$94,523.55	\$68,765.45
	1	12/31/2017	01/10/2018	\$299,413.32	\$164,655.90	\$134,757.42
<b>Pool Reimbursement Expenditure Totals</b>				<b>\$884,723.21</b>	<b>\$503,350.37</b>	<b>\$381,372.84</b>
<b>Supplement History</b>						
<b>Supplement Totals</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>CSA System Balance</b>				<b>\$739,177.79</b>	<b>\$375,615.63</b>	<b>\$363,562.16</b>

**Transaction History without WRAP Dollars**

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
<b>Beginning Balance</b>				<b>\$1,606,163.00</b>	<b>\$869,365.00</b>	<b>\$736,798.00</b>
<b>Pool Reimbursement History</b>						
	-	07/31/2017	08/09/2017	\$9,323.78	\$6,386.94	\$2,936.84
	-	08/31/2017	09/06/2017	\$89,560.06	\$53,861.37	\$35,698.69
	-	09/30/2017	09/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
	-	09/30/2017	09/29/2017	(\$12,268.86)	(\$6,053.18)	(\$6,215.68)
	-	10/31/2017	11/03/2017	\$232,175.13	\$132,860.78	\$99,314.35

-	11/30/2017	12/08/2017	\$161,212.00	\$93,399.27	\$67,812.73
-	12/31/2017	01/10/2018	\$295,860.22	\$162,732.61	\$133,127.61
<b>Pool Reimbursement Expenditure Totals</b>			<b>\$877,062.71</b>	<b>\$499,203.74</b>	<b>\$377,858.97</b>

**Supplement History**

<b>Supplement Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
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<b>CSA System Balance (Non-WRAP):</b>	<b>\$729,100.29</b>	<b>\$370,161.26</b>	<b>\$358,939.03</b>
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**Transaction History WRAP dollars only**

<b>Match Rate:</b>	<b>Status</b>	<b>Period End</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
0.4587						

**WRAP Allocation Additions History**

<b>WRAP Allocation Additions Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
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**Pool Reimbursement History - WRAP only**

-	07/31/2017	08/09/2017	\$0.00	\$0.00	\$0.00
-	08/31/2017	09/06/2017	\$150.00	\$81.19	\$68.81
-	09/30/2017	09/29/2017	\$0.00	\$0.00	\$0.00
-	09/30/2017	09/29/2017	\$0.00	\$0.00	\$0.00
-	10/31/2017	11/03/2017	\$1,880.40	\$1,017.86	\$862.54
-	11/30/2017	12/08/2017	\$2,077.00	\$1,124.28	\$952.72
-	12/31/2017	01/10/2018	\$3,553.10	\$1,923.29	\$1,629.81

<b>Pool Reimbursement Expenditure Totals -WRAP only</b>	<b>\$7,660.50</b>	<b>\$4,146.63</b>	<b>\$3,513.87</b>
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<b>CSA System Balance (WRAP only):</b>	<b>\$10,077.50</b>	<b>\$5,454.37</b>	<b>\$4,623.13</b>
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**WRAP-AROUND SERVICES FOR STUDENTS WITH DISABILITIES**  
 (enter fiscal year dates)

Child	33	43	42	39
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Agency Worker	WPS	WPS	WPS	WPS	NREP
		McKiernan	Morris	Morris	Clatterbuck

MONTH	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUN (2)	CHILD TOTAL	MONTH TOTAL
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Beginning Balance	17,738.00
(Less) Disbursed	7,660.50
(Less) Encumbered	5,965.40
<b>Remaining Funds</b>	<b>\$ 4,112.10</b>

**NON-MANDATED FUNDS  
FY 2018**

*Chart D*

CHILD #	31	32	21	34	35	28	36	37	38	44	41		
Agency	WPS	NWCSB	WPS	WPS	WPS	WPS	NREP	WPS	WPS	DJJ	WPS		
Worker	Morris	Trichter	Mckleeman	Mckleeman	Mckleeman	Mohr	Clatterbuck	Morris	Snyder	Marsten	Mckleeman		
MONTH												MONTH TOTAL	
JUL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AUG	-	-	-	-	-	-	-	-	-	-	-	-	-
SEP	-	-	-	-	-	-	-	-	-	-	-	-	-
OCT	-	-	-	-	-	-	-	-	-	-	-	-	-
NOV	-	-	-	-	-	-	-	-	-	-	-	-	-
DEC	-	-	-	-	-	-	-	-	-	-	-	-	-
JAN	-	-	-	-	-	-	-	-	-	-	-	-	-
FEB	-	-	-	-	-	-	-	-	-	-	-	-	-
MAR	-	-	-	-	-	-	-	-	-	-	-	-	-
APR	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUN	-	-	-	-	-	-	-	-	-	-	-	-	-
JUN (2)	-	-	-	-	-	-	-	-	-	-	-	-	-
CHILD TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,690.00	\$ 1,690.00

Beginning Balance \$ 20,162.00  
 (Less) Disbursed \$ 1,690.00  
 (Less) Encumbered \$ 8,410.00  
**Remaining Funds \$ 10,062.00**

COMPARISON CHART

Chart E

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018
JUL	\$ 9,458.29	\$ 5,089.89	\$ 3,036.21	\$ 3,186.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78
AUG	145,415.77	113,164.41	145,670.33	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37
SEP	128,872.42	140,623.38	126,252.80	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38
OCT	159,100.81	125,383.16	113,565.55	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05
NOV	117,450.86	161,810.81	117,093.83	112,159.19	109,379.65	164,640.34	112,255.08	263,196.39	167,022.33
DEC	111,673.88	107,885.14	101,861.19	116,376.55	108,602.83	204,456.19	138,115.97	177,478.64	303,816.49
JAN	130,627.75	142,931.48	151,908.54	163,869.33	107,440.05	105,557.78	130,968.48	180,727.59	
FEB	83,063.75	133,838.60	121,575.88	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	
MAR	119,700.47	144,940.45	117,899.40	120,489.59	86,867.82	100,991.97	128,104.07	201,250.48	
APR	136,286.49	160,351.57	101,993.55	108,460.48	152,250.00	153,605.45	157,691.90	156,282.65	
MAY	128,319.69	173,228.70	121,909.56	127,950.48	30,652.63	123,540.61	236,832.42	290,393.99	
JUN	132,160.41	111,218.28	126,270.80	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	
JUN (2)	143,870.07	212,852.44	155,010.08	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	
FY TOTAL	1,546,000.66	1,733,298.31	1,504,050.72	1,454,585.07	1,116,509.78	1,664,710.40	1,803,530.95	2,503,626.98	910,442.40
Medicaid Pay	542,278.28	445,437.88	26,551.56	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	458,850.16
FY TOTAL	\$ 2,088,278.94	\$ 2,178,736.19	\$ 1,530,602.28	\$ 1,657,323.81	\$ 1,240,817.22	\$ 1,934,094.28	\$ 2,158,768.93	\$ 3,024,430.28	\$ 1,367,292.56
Med. Exp. Match	95,542.20	82,464.82	7,612.00	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	120,427.51
CSA/Local Share	616,075.51	716,796.97	642,150.99	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	381,372.84
# Children Served	114	116	97	75	91	112	151	178	149
				unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD
Average per Child				\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 8,110.35		

NOTE: \* Indicates gross expenditures (excluding any refunds)

CITY OF WINCHESTER  
 CSA FUND BALANCE  
 CHILDREN'S SERVICE ACT (CSA)

Chart F

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED CREDIT AUTHORIZATIONS & POSOS		ADJUSTED FUND BALANCE
						FUND BALANCE	FUND BALANCE	
118 CSA MANDATED 17/18 ASSIST	10,000.00	13,467.36	(3,467.36)	0.00	(3,467.36)	0.00	0.00	(3,467.36)
118 CSA MANDATED 17/18 POS	1,596,163.00	922,528.20	673,634.80	1,032,939.90	(359,305.10)	50,126.30	(409,431.40)	
118 CSA NON-MANDATED 17/18 POS	20,162.00	1,690.00	18,472.00	7,305.00	11,167.00	3,900.00	7,267.00	
118 CSA W/A SRVS FOR STUDENTS 17/18 POS	17,738.00	9,564.50	8,173.50	275.40	7,898.10	0.00	7,898.10	
	1,644,063.00	947,250.06	696,812.94	1,040,520.30	(343,707.36)	54,026.30	(397,733.66)	



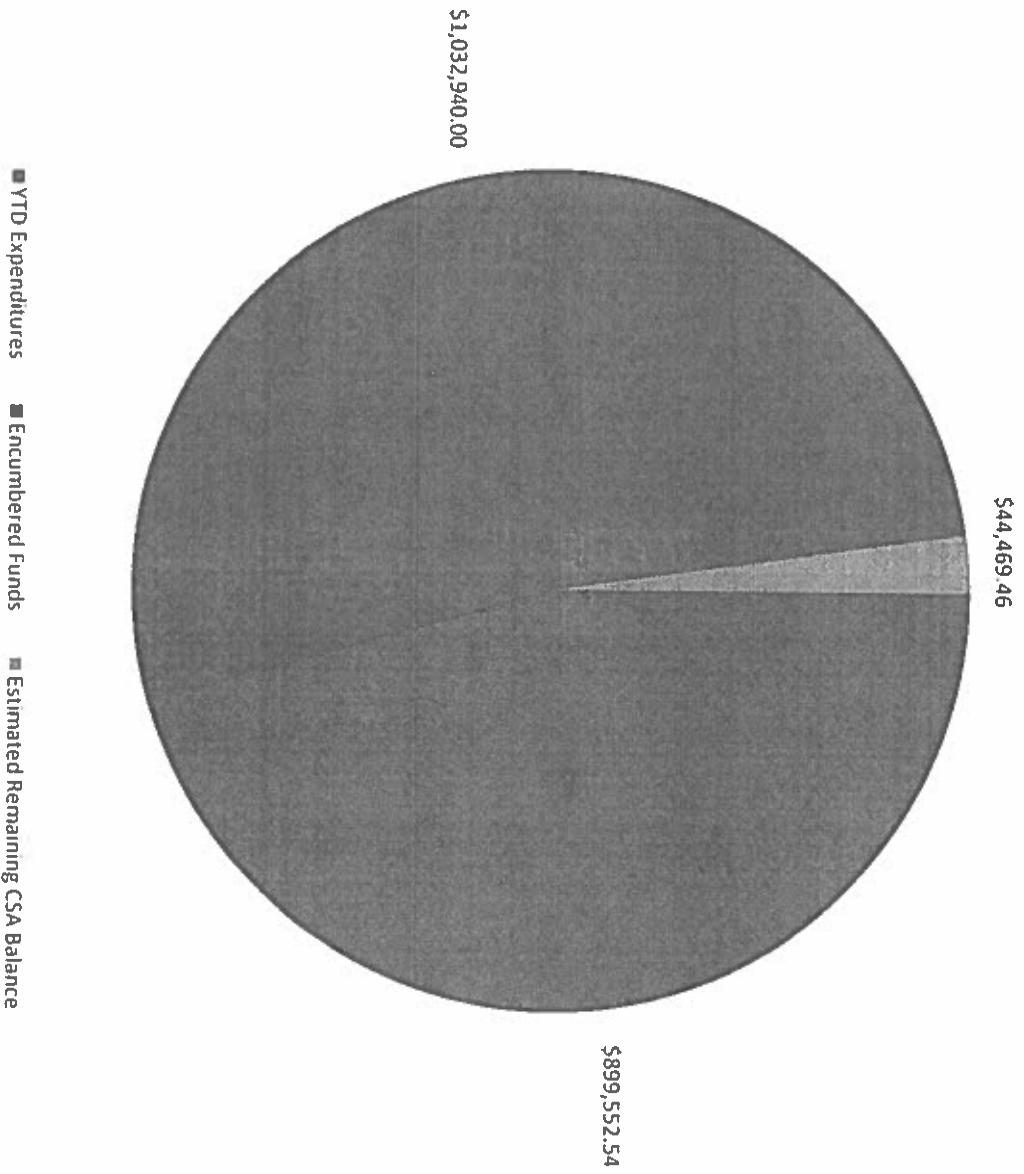
chart G

Estimated Remaining CSA Balance for Fiscal Year

<b>FISCAL YEAR BUDGET</b>	<b>\$2,000,000.00</b>
Less: YTD Expenditures	<u>\$ 899,552.54</u>
	<b>\$ 1,100,447.46</b>
LESS: Encumbered Funds	<u>\$ 1,032,940.00</u>
ADD: Funds to Unencumber	<u>\$ 12,208.00</u>
	<b>\$ 79,715.46</b>
LESS: Pending Payments	\$ -
LESS: Remaining Clothing Allowances	\$ 10,208.00
LESS: Purchasing Card Transactions	\$ -
LESS: Recurring Payments	<u>\$ 25,038.00</u>
<b>Estimated Remaining CSA Balance</b>	<b><u>\$ 44,469.46</u></b>

Chart G

**ESTIMATED REMAINING CSA BALANCE FOR FISCAL YEAR**



# **JANUARY FINANCIALS**

Chart A

## CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: February 05, 2018	FOR PERIOD ENDING: January 31, 2018 Report ID: 28998
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Farrell Phone Number:540-686-4832

## PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$24,204.30	\$319.34	\$23,884.96	\$13,695.64	\$10,189.32
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d. Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	\$0.4587	\$27,015.24	\$770.00	\$26,245.24	\$12,038.69	\$14,206.55
<b>2. OTHER MANDATED SERVICES</b>						
2a. Treatment Foster Care - IV-E	\$0.4587	\$61,474.01	\$65.00	\$61,409.01	\$28,168.31	\$33,240.70
2a.1 Treatment Foster Care	\$0.4587	\$9,601.00	\$1,182.00	\$8,419.00	\$3,861.80	\$4,557.20
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b. Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1 Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c. Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$1,549.65	\$2.72	\$1,546.93	\$354.87	\$1,192.06
2d. Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$5,542.18	\$529.54	\$5,012.64	\$2,299.30	\$2,713.34
2f.	Community - Based Services	\$0.2294	\$12,459.97	\$842.60	\$11,617.37	\$2,665.02	\$8,952.35
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$1,107.20	\$0.00	\$1,107.20	\$253.99	\$853.21
2g.	Special Education Private Day Placement	\$0.4587	\$9,026.48	\$1,526.00	\$7,500.48	\$3,440.47	\$4,060.01
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$1,904.00	\$0.00	\$1,904.00	\$873.36	\$1,030.64
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$153,884.03</b>	<b>\$5,237.20</b>	<b>\$148,646.83</b>	<b>\$67,651.45</b>	<b>\$80,995.38</b>

**CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 2**

PART 2 - EXPENDITURE REFUND DESCRIPTION		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$1,526.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$2,196.00
Child Support Collections through DCSE	040	\$1,515.20
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
<b>TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).</b>		<b>\$5,237.20</b>

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

Chart B

**Transaction History**

**Pool Reimbursement History**

Match Rate: 0.4587			Total Amount	State	Local
Beginning Balance			\$1,631,291.05	\$882,966.00	\$748,325.05
Status	Period End Date	Date Filed	Total Amount	State	Local
<u>9</u>	7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
<u>9</u>	8/31/2017	9/6/2017	\$89,710.06	\$53,942.57	\$35,767.49
<u>9</u>	9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
<u>1</u>	9/30/2017	9/29/2017	(\$12,268.86)	(\$6,053.18)	(\$6,215.68)
<u>9</u>	10/31/2017	11/3/2017	\$234,055.53	\$133,878.64	\$100,176.89
<u>9</u>	11/30/2017	12/8/2017	\$163,289.00	\$94,523.55	\$68,765.45
<u>5</u>	12/31/2017	1/10/2018	\$299,413.32	\$164,655.90	\$134,757.42
<u>5</u>	1/31/2018	2/5/2018	\$148,646.83	\$80,995.38	\$67,651.45
Pool Reimbursement Expenditure Totals			\$1,033,370.04	\$584,345.75	\$449,024.29

**Supplement History**

Period End Date	Date Filed	Total Amount	State	Local
Supplement Totals		\$0.00	\$0.00	\$0.00
CSA System Balance(With Wrap)		\$597,921.01	\$298,620.25	\$299,300.76

**Transaction History without WRAP Dollars**

**Pool Reimbursement History**

--

<b>Match Rate: 0.4587</b>		<b>Total Amount</b>	<b>State</b>	<b>Local</b>
<b>Beginning Balance</b>		<b>\$1,606,163.00</b>	<b>\$869,365.00</b>	<b>\$736,798.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
8/31/2017	9/6/2017	\$89,560.06	\$53,861.37	\$35,698.69
9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
9/30/2017	9/29/2017	(\$12,268.86)	(\$6,053.18)	(\$6,215.68)
10/31/2017	11/3/2017	\$232,175.13	\$132,860.78	\$99,314.35
11/30/2017	12/8/2017	\$161,212.00	\$93,399.27	\$67,812.73
12/31/2017	1/10/2018	\$295,860.22	\$162,732.61	\$133,127.61
1/31/2018	2/5/2018	\$146,742.83	\$79,964.74	\$66,778.09
<b>Pool Reimbursement Expenditure Totals - WRAP only</b>		<b>\$1,023,805.54</b>	<b>\$579,168.49</b>	<b>\$444,637.05</b>

Supplement History

Period End Date	Date Filed	Total Amount	State	Local
Supplement Totals		\$0.00	\$0.00	\$0.00
<b>CSA System Balance(Non-Wrap)</b>		<b>\$582,357.46</b>	<b>\$290,196.51</b>	<b>\$292,160.95</b>

Transaction History WRAP dollars only

Pool Reimbursement History - WRAP only

<b>Beginning Balance</b>		<b>\$17,738.00</b>	<b>\$9,601.00</b>	<b>\$8,137.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
8/31/2017	9/6/2017	\$150.00	\$81.20	\$68.81
10/31/2017	11/3/2017	\$1,880.40	\$1,017.86	\$862.54
11/30/2017	12/8/2017	\$2,077.00	\$1,124.28	\$952.72
12/31/2017	1/10/2018	\$3,553.10	\$1,923.29	\$1,629.81
1/31/2018	2/5/2018	\$1,904.00	\$1,030.64	\$873.36
<b>Pool Reimbursement Expenditure Totals - WRAP only</b>		<b>\$9,564.50</b>	<b>\$5,177.26</b>	<b>\$4,387.24</b>

WRAP Allocation Modification History

Period End Date	Date Filed	Total Amount	State	Local
	1/31/2018	\$7,390.05	\$4,000.00	\$3,390.05
WRAP Allocation Modification Totals		\$7,390.05	\$4,000.00	\$3,390.05
CSA System Balance (WRAP only)		\$15,563.55	\$8,423.73	\$7,139.82



Chart C

**WRAP-AROUND SERVICES FOR STUDENTS WITH DISABILITIES**  
 (enter fiscal year dates)

Child	33	43	42	39
Agency	WPS	WPS	WPS	NREP
Worker	Mckiemman	Morris	Morris	Clatterbuck
MONTH				
JUL	\$ -	\$ -	\$ -	\$ -
AUG	-	-	-	150.00
SEP	-	-	-	-
OCT	-	1,005.00	275.40	600.00
NOV	-	2,077.00	-	-
DEC	-	-	1,813.10	1,740.00
JAN	-	804.00	1,100.00	-
FEB	-	-	-	-
MAR	-	-	-	-
APR	-	-	-	-
MAY	-	-	-	-
JUN	-	-	-	-
JUN (2)	-	-	-	-
<b>CHILD TOTAL</b>	<b>\$ -</b>	<b>\$ 3,886.00</b>	<b>\$ 3,188.50</b>	<b>\$ 2,490.00</b>
				<b>\$ 9,564.50</b>

Beginning Balance	17,738.00
(Less) Disbursed	9,564.50
(Less) Encumbered	4,626.60
<b>Remaining Funds</b>	<b>\$ 3,546.90</b>

# NON-MANDATED FUNDS FY 2018

*Chart D*

CHILD #	31	32	21	34	35	28	36	37	38	44	41
Agency	WPS	NWCSB	WPS	WPS	WPS	WPS	NREP	WPS	WPS	DJJ	WPS
Worker	Morris	Trichter	Mckieeman	Mckieeman	Mckieeman	Mohr	Clatterbuck	Morris	Snyder	Marsten	Mckieeman
MONTH											
JUL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AUG	-	-	-	-	-	-	-	-	-	-	-
SEP	-	-	-	-	-	-	-	-	-	-	-
OCT	-	-	-	-	-	-	-	-	-	-	-
NOV	-	-	-	-	-	-	-	-	-	-	-
DEC	-	-	-	-	-	-	-	-	-	-	-
JAN	-	-	-	-	-	-	-	-	-	-	-
FEB	-	-	-	-	-	-	-	-	-	-	-
MAR	-	-	-	-	-	-	-	-	-	-	-
APR	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-
JUN	-	-	-	-	-	-	-	-	-	-	-
JUN (2)	-	-	-	-	-	-	-	-	-	-	-
CHILD TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,690.00	\$ -
											\$ 1,690.00

Beginning Balance	\$ 20,162.00
(Less) Disbursed	\$ 1,690.00
(Less) Encumbered	\$ 10,977.50
<b>Remaining Funds</b>	<b>\$ 7,494.50</b>

COMPARISON CHART

Chart E

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018
JUL	\$ 9,458.29	\$ 5,089.89	\$ 3,038.21	\$ 3,186.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78
AUG	145,415.77	113,164.41	145,670.33	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37
SEP	128,872.42	140,623.38	126,282.80	146,178.67	78,193.02	121,923.88	130,355.82	212,702.49	101,200.36
OCT	159,100.81	125,383.16	113,566.55	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05
NOV	117,450.86	161,810.81	117,083.83	112,168.19	109,379.65	164,840.34	112,255.06	263,196.39	167,022.33
DEC	111,673.88	107,885.14	101,861.19	116,376.55	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49
JAN	130,827.75	142,931.48	151,908.54	163,889.33	108,802.83	105,557.78	130,986.48	180,727.59	153,884.03
FEB	83,063.75	133,838.60	121,575.88	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	
MAR	119,700.47	144,940.45	117,899.40	120,489.59	86,667.82	100,981.97	128,104.07	201,250.48	
APR	136,286.49	160,351.57	101,993.55	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	
MAY	128,319.69	173,228.70	121,909.56	127,960.48	30,652.63	123,540.61	236,832.42	280,393.99	
JUN	132,160.41	111,218.28	126,270.80	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	
JUN (2)	143,870.07	212,852.44	155,010.08	138,161.28	118,678.54	188,184.70	181,342.81	353,937.73	
FY TOTAL	1,546,000.66	1,733,298.31	1,504,050.72	1,454,585.07	1,116,509.78	1,664,710.40	1,803,530.95	2,503,626.98	1,064,328.43
non-Medicaid Pay	542,278.28	445,437.88	26,551.56	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	492,766.22
TOTAL	\$ 2,088,278.94	\$ 2,178,736.19	\$ 1,530,602.28	\$ 1,657,323.81	\$ 1,240,817.22	\$ 1,934,094.28	\$ 2,158,768.93	\$ 3,024,430.28	\$ 1,557,091.65
Med. Lign. Match	95,542.20	82,464.82	7,612.00	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	113,277.12
ORA Local Share	616,075.51	716,796.97	642,150.99	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	444,637.05
# Children Served	114	116	97	75	91	112	151	178	162
				unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD
Average per child				\$ 14,863.49	\$ 11,943.91	\$ 14,066.32	\$ 6,889.82		

NOTE: \* Indicates gross expenditures (excluding any refunds)

CITY OF WINCHESTER  
 CSA FUND BALANCE  
 CHILDREN'S SERVICE ACT (CSA)

*Chart F*

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED		ADJUSTED FUND BALANCE
						CREDIT	AUTHORIZATIONS & POSOS	
C18 CSA MANDATED 17/18 ASSIST	10,000.00	15,342.16	(5,342.16)	0.00	(5,342.16)	0.00	0.00	(5,342.16)
C18 CSA MANDATED 17/18 POS	1,596,163.00	1,248,015.37	348,147.63	882,396.22	(534,248.59)	70,108.10	0.00	(604,356.69)
C18 CSA NON-MANDATED 17/18 POS	20,162.00	3,137.50	17,024.50	9,530.00	7,494.50	0.00	0.00	7,494.50
C18 CSA W/A SRVS FOR STUDENTS 17/18 POS	17,738.00	9,564.50	8,173.50	275.40	7,898.10	4,351.20	0.00	3,546.90
	<u>1,644,063.00</u>	<u>1,276,059.53</u>	<u>368,003.47</u>	<u>892,201.62</u>	<u>(524,198.15)</u>	<u>74,459.30</u>	<u>0.00</u>	<u>(598,657.45)</u>

Chart G

Estimated Remaining CSA Balance for Fiscal Year

<b>FISCAL YEAR BUDGET</b>		<b>\$2,000,000.00</b>
Less: YTD Expenditures	\$	<u>1,050,831.66</u>
	\$	949,168.34
LESS: Encumbered Funds	\$	966,660.92
ADD: Funds to Unencumber	\$	<u>39,946.00</u>
	\$	22,453.42
LESS: Pending Payments	\$	4,066.00
LESS: Remaining Clothing Allowances	\$	10,621.61
LESS: Projected Expenditures thru June		
LESS: Recurring Payments	\$	<u>20,865.00</u>
<b>Estimated Remaining CSA Balance</b>	\$	<u><u>(13,099.19)</u></u>

Chart 5

**ESTIMATED REMAINING CSA BALANCE FOR FISCAL YEAR**

