

Minutes
Winchester CPMT
411 N Cameron St, Kee-Willinham Conference Room
Thursday, October 10, 2019
2:00 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
Amber Dopkowski, Winchester Dept. Social Services
Mark Gleason, Northwestern Community Services Board
Dr. Colin Greene, Winchester/Frederick Health Department
Sarah Kish, Winchester Public Schools
Mary Zirkle, Winchester Community Mental Health Center

Others Present:

Karen Reinhardt, Winchester CSA Coordinator

MEMBERS/OTHERS NOT PRESENT

Paul Scardino, National Counseling Group
Peter Roussos, Dept. of Juvenile Justice

RECAP OF CPMT VOTES:

Motion:

- Motion to approve Agenda.

- Motion to approve minutes from August 8, 2019 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

Action:

1st: Ms. Dopkowski
2nd: Ms. Blowe

1st: Dr. Greene
2nd: Ms. Dopkowski

1st: Dr. Greene
2nd: Ms. Dopkowski

1st: Dr. Greene
2nd: Ms. Zirkle

Status:

Approved
Unanimously

Approved
with 3
abstention

Approved
Unanimously

Approved
Unanimously

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Motion:

- 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 or amended.

- Motion to adjourn CPMT Meeting

Action:

- 1st: Dr. Greene
2nd: Ms. Dopkowski

- 1st: Dr. Greene
2nd: Ms. Dopkowski

- 1st: Dr. Greene
2nd: Ms. Dopkowski

Status:

- Approved Unanimously

- Approved Unanimously
Ms. Zirkle abstains from any cases involving WCMHC.

- Approved Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Chairperson, Mark Gleason at 2:00 pm. Motion to approve Agenda.	1 st : Ms. Dopkowski 2 nd : Ms. Blowe Approved Unanimously
Approval of Minutes	Motion to approve minutes from September 12, 2019 CPMT Meeting.	On Motion by Dr. Greene and seconded by Ms. Dopkowski the Minutes from the September 12, 2019, CPMT meetings were approved..
Announcements		
Financial Report	The Financial Presentation was distributed for September 2019 Report: September 2019, FY20 Gross Expenditures: \$306,049.34 Expenditure Refunds: \$6,710.88	Ms. Reinhardt reviewed the reports.

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Item	Discussion	Action
	<p>Net Expenditures: \$299,338.46 Local Dollars: \$126,064.31 Regular Medicaid Payments to Providers: Unknown Local Match: Unknown</p> <p>Wrap Dollars Funds Beginning Balance: \$15,577.00 Encumbered: \$18,496.00 Disbursed: \$3,736.00 Remaining Funds: (\$6,655.00)</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$6,468.00 Disbursed: \$11,083.95 Remaining Funds: \$2,610.05 Unduplicated CSA Case Count: 113 Average Spent per Child: \$3,912.21</p>	
<p>Old Business</p> <p>a. Subcommittee Meetings</p> <p>b. Strategic Plan</p> <p>c. CSA Training</p> <p>d. FAPT Process Satisfaction Survey</p>	<p>Outcomes Subcommittee Meeting 10/10/19 at 3:00pm, immediately following October CPMT Meeting</p> <p>Strategic Planning meeting will be January 9, 2020 before regular CPMT meeting at 12:30. Regular CPMT will be abbreviated.</p> <p>Ms. Reinhardt scheduled a training on the IACCT Process for October 29, 2019 at 1:00pm.</p> <p>Ms. Reinhardt completed a FAPT Process Survey for parents. Amy Simmons has added the survey to the City of Winchester Website.</p>	<p>Ms. Reinhardt will sent out meeting invitations for October 10 after CPMT meeting.</p> <p>Ms. Reinhardt will send out invitations and check to see if John Lamana is available to facilitate.</p> <p>Ms. Reinhardt sent out invitations for training.</p> <p>Ms. Reinhardt will send out a communication about the survey to Case Workers.</p>

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e. Transportation Service	One of service gaps brought up at the joint CPMT/FAPT meeting was transportation services.	Ms. Reinhardt provided minutes from 9/27/19 meeting. Ms. Reinhardt will schedule follow up meeting.
f. Winchester Local Match Rate	Ms. Reinhardt contacted Scott Reiner, OCS, about match rate.	Ms. Reinhardt included email from Mr. Reiner explaining the match rate and state assembly language.
New Business:		
a. Updated resources on CHINS/CSA Parental Agreements and Fostering Futures/CSA	Ms. Reinhardt provided information about updates to CSA resources on CHINS/CSA parental agreements and Fostering Futures now available on OCS website.	No action.
b. FY19 Payment Breakdown	Ms. Reinhardt provided information and charts showing the breakdown of FY19 payments by category and breakdown of Community Services by service.	No action.
c. Prior Year Medicaid Payment	Ms. Reinhardt contacted Maris Adcock about payment for FY18 Medicaid, which was taken out of FY19 by OCS. The payment was Medicaid billed too late to come out of FY18. FY19 has no pending payments.	Ms. Reinhardt will check report on OCS website each year to see if there are any pending Medicaid payments from the previous fiscal year.
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.	Mr. Gleason asked that the meeting move into Executive Session. On motion by Dr. Greene, seconded by Ms. Dopkowski, the meeting moved into Executive Session.

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Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		Motion to come out of Executive Session Dr. Greene and seconded by Ms. Zirkle. Approved unanimously.
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 Certify Compliance by Roll Call Vote was made by Dr. Greene seconded by Ms. Dopkowski. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Dr. Greene, seconded by Ms. Dopkowski. Motion was approved. Ms. Zirkle abstained from any cases involving WCMHC.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, September 12, 2019 at 2:00p.m., 411 N. Cameron St, Kee-Willingham Conference Room, Winchester, VA.	The meeting was adjourned on motion by Dr. Greene and seconded by Ms. Dopkowski.

- Attachments: September FY20 Financials
 Minutes form Transportation Meeting 9/27/19
 CSA FY2020 Base Pool Allocation Worksheet
 Virginia Assembly Language on Local Match Rate
 Minutes from Outcomes Subcommittee Meeting
 Email from Carol Wilson, OCS about update resources available on OCS website
 FY19 Payment Breakdown information and charts
 FY2018 Reimbursement History showing Medicaid payments

Transcribed by kfr