

**Minutes**  
Winchester CPMT  
WebEx Meeting  
Thursday, November 12, 2020  
2:00 p.m.

**MEMBERS PRESENT**

- Mary Blowe, City of Winchester
- Dan Hoffman, City of Winchester
- Amber Dopkowski, Winchester Dept. Social Services
- Nora Hamme, Parent Representative
- Mary Zirkle, Winchester Community Mental Health Center
- Mark Gleason, Northwestern Community Services Board,
- Dr. Colin Greene, Lord Fairfax Health District
- Sarah Kish, Winchester Public Schools

**Others Present:**

- Erika Arenas, Winchester Dept. of Social Services
- Janine Renoy, City of Winchester IT Department

**MEMBERS/OTHERS NOT PRESENT**

- Peter Roussos, Dept. of Juvenile Justice

**RECAP OF CPMT VOTES:**

**Motion:**

**Action:**

**Status:**

Motion to approve Agenda.

1<sup>st</sup>: Mr. Gleason  
2<sup>nd</sup>: Dr. Greene

Approved  
Unanimously

Motion to approve minutes from October 8, 2020 CPMT Meeting.

1<sup>st</sup>: Mr. Gleason  
2<sup>nd</sup>: Mr. Hoffman

Approved  
with  
abstention by  
Dr. Greene

Motion to approve Special Education Private Day Placements Funding language into local Winchester CSA policy.

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

Approved  
Unanimously

Motion to approve Parental Agreement Policy Amendment language into local Winchester CSA policy.

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

Approved  
Unanimously

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

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Mr. Gleason

Approved  
Unanimously

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<u><b>Motion:</b></u>	<u><b>Action:</b></u>	<u><b>Status:</b></u>
whose case is being reviewed by the community policy and management team.		
Motion to come out of Executive Session	1 <sup>st</sup> : Mr. Gleason 2 <sup>nd</sup> : Dr. Greene	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.	1 <sup>st</sup> : Dr. Greene 2 <sup>nd</sup> : Mr. Gleason	Approved Unanimously
Motion to Approve All Cases, as discussed or amended.	1 <sup>st</sup> : Ms. Dopkowski 2 <sup>nd</sup> : Dr. Greene	Approved Unanimously
Motion to waive monthly copayment # 1 as presented and discussed in Executive Session.	1 <sup>st</sup> : Ms. Dopkowski 2 <sup>nd</sup> : Mr. Gleason	Approved Unanimously
Motion to waive monthly copayment # 2 as presented and discussed in Executive Session.	1 <sup>st</sup> : Ms. Dopkowski 2 <sup>nd</sup> : Dr. Greene	Approved Unanimously
Motion to adjourn CPMT Meeting	1 <sup>st</sup> : Dr. Greene 2 <sup>nd</sup> : Ms. Zirkle	Approved Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Agenda</b>	The meeting was opened by Vice Chairperson Sarah Kish at 2:10 PM.  Motion to approve Agenda.	1 <sup>st</sup> : Mr. Gleason 2 <sup>nd</sup> : Dr. Greene
<b>Approval of Minutes</b>	Motion to approve minutes from the October 8, 2020 CPMT Meeting.	On Motion by Mr. Gleason and seconded by Mr. Hoffman, the Minutes from the October 8, 2020 CPMT

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		meeting were approved.
<b>Public Comment</b>	No members of the public in attendance.	No action.
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• Peter Roussos, Director of the Court Services Unit with the Department of Juvenile Justice is retiring.</li> </ul>	<ul style="list-style-type: none"> <li>• Ms. Dopkowski presented this announcement.</li> </ul>
<b>Financial Report</b>	<p>The Financial Presentation was available electronically for October FY2021.</p> <p><b>Report: October 2020, FY2021</b></p> <ul style="list-style-type: none"> <li>• Gross Expenditures: \$368,584.78</li> <li>• Expenditure Refunds: \$2,370.30</li> <li>• Net Expenditures: \$366,214.48</li> <li>• Local Dollars: \$145,217.15</li> <li>• Regular Medicaid Payments to Providers (updated as of 10-16-20): \$326,115.84</li> <li>• Local Match: \$81,621.36</li> </ul> <p><b>Wrap-Around Services Funds:</b></p> <ul style="list-style-type: none"> <li>• Beginning Balance: \$17,659.00</li> <li>• Encumbered: \$3,216.00</li> <li>• Disbursed: \$8,844.00</li> <li>• Remaining Funds: \$5,599.00</li> </ul> <p><b>Non-Mandated Funds</b></p> <ul style="list-style-type: none"> <li>• Beginning Balance: \$20,162.00</li> <li>• Encumbered: \$0.00</li> <li>• Disbursed: \$0.00</li> <li>• Remaining Funds: \$20,162.00</li> </ul> <ul style="list-style-type: none"> <li>• Unduplicated CSA Case Count: 121</li> <li>• Average Spent per Child: \$6,120.02</li> </ul>	<ul style="list-style-type: none"> <li>• Ms. Arenas reviewed the reports.</li> </ul>

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<p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>• <b>Special Education Private Day Placements</b></li> <li>• <b>Parental Agreements</b></li> <li>• <b>UR for Residential Placements</b></li> <li>• <b>CPMT Private Provider Representative</b></li> </ul>	<ul style="list-style-type: none"> <li>• Incorporate vote to move the proposed Special Education Private Day Placement funding language into local Winchester CSA policy. The Office of Children’s Services (OCS) is providing local CPMTs the ability to modify contracts and policies to account for virtual learning environments.</li> <li>• Incorporate vote to move the proposed Parental Agreement Policy Amendment into local Winchester CSA policy. Such language includes a standard time limit of (6) six months to reduce the amount of time a youth spends in residential placements under this type of agreement.</li> <li>• No formal UR provider applications in response to the Request for Proposal (RFP) at this time. Regarding the services provided through UR, there is an ongoing effort to analyze data associated with current UR services to improve outcomes for youth in residential settings.</li> <li>• Winchester City Council has taken applications to fill this role. They will be making a determination whether to reappoint Ms. Zirkle or appoint a new member to the CPMT.</li> </ul>	<ul style="list-style-type: none"> <li>• On Motion by Mr. Gleason and seconded by Ms. Dopkowski, the proposed Special Education Private Day Placement Funding language was adopted into Winchester CSA policy. Approved unanimously.</li> <li>• On Motion by Mr. Gleason and seconded by Ms. Dopkowski, the proposed Parental Agreement Policy Amendment was adopted into Winchester CSA policy. Approved unanimously.</li> <li>• No action taken.</li> <li>• Pending action by Winchester City Council.</li> </ul>

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<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>• <b>CPMT Chair</b></li> <li>• <b>Private Day Placements Rates and Virtual Learning</b></li> </ul>	<ul style="list-style-type: none"> <li>• Mr. Roussos is retiring from his position as Director of the Court Services Unit (CSU) through Department of Juvenile Justice (DJJ). Under Winchester CPMT Bylaws, Ms. Kish, Director of Special Education Winchester Public Schools, will be Acting Chair until DJJ appoints a new member to the CPMT.</li> <li>• Emphasis from topic under Old Business. Ms. Kish advised one provider is not willing to renegotiate rates. Winchester Public Schools (WPS) is providing virtual learning as an alternative.</li> </ul>	<ul style="list-style-type: none"> <li>• As Vice Chair, Ms. Kish will serve as Acting Chair until a new CPMT member is appointed by DJJ.</li> <li>• Ms. Kish to hold further discussion with Private Day Providers regarding placement holds for youth who temporarily transition to WPS in a virtual learning environment.</li> </ul>
<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 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.</p>	<p>Ms. Kish asked that the meeting move into Executive Session. On motion by Dr. Greene and seconded by Mr. Gleason. Approved unanimously.</p>
<p><b>Motion to Come Out of Executive Session &amp; Immediately Reconvene in Open Session</b></p>		<p>Motion to come out of Executive Session by Mr. Gleason and seconded by Dr. Greene. Approved unanimously.</p>

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<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<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 Dr. Greene, seconded by Mr. Gleason. Approved unanimously.
<b>Motion to Approve All Cases</b>	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Ms. Dopkowski and seconded by Dr. Greene.
<b>Motion to Waive Copayment # 1</b>	Motion to waive monthly copayment # 1 as presented and discussed during Executive Session.	Motion was made by Ms. Dopkowski, seconded by Mr. Gleason. Approved unanimously.
<b>Motion to Waive Copayment # 2</b>	Motion to waive monthly copayment # 2 was presented and discussed during Executive Session.	Motion was made by Ms. Dopkowski, seconded by Dr. Greene. Approved unanimously.
<b>Motion to Adjourn/Next Meeting Date</b>	The next CPMT meeting will be held Thursday, December 10, 2020 at 2:00 PM via WebEx unless otherwise notified.	The meeting was adjourned on motion by Dr. Greene and seconded by Ms. Zirkle.

Attachments: October 2020 Financials, Winchester CSA Parental Agreement Proposed Policy Amendment 11-12-20, Winchester CSA Program Special Education Private Day Placements Funding 11-12-20

Transcribed by ema