

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, December 13, 2018
2:00 p.m.

MEMBERS PRESENT

Eden Freeman, City of Winchester
Mark Gleason, Northwestern Community Services Board
Dr. Colin Greene, Winchester/Frederick Health Department
Sarah Kish, Winchester Public Schools
Paul Scardino, National Counseling Group

MEMBERS/OTHERS NOT PRESENT

Amber Dopkowski, Winchester Dept. Social Services
Peter Roussos, Dept. of Juvenile Justice
Mary Zirkle, Winchester Community Mental Health Center

Others Present:

Karen Reinhardt, Winchester CSA Coordinator

RECAP OF CPMT VOTES:

Motion:

- Motion to approved Agenda.
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- Motion to approve minutes from October 11, 2018 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 or amended.

Action:

1st: Ms. Freeman
2nd: Mr. Scardino

1st: Mr. Scardino
2nd: Ms. Kish

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

1st: Mr. Scardino
2nd: Ms. Freeman

1st: Mr. Scardino
2nd: Ms. Freeman

1st: Mr. Scardino

Status:

Approved
Unanimously

Approved
with 3
abstention

Approved
Unanimously

Approved
Unanimously

Approved
Unanimously

Approved

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Motion:

Action:

Status:

- Motion to adjourn CPMT Meeting

2nd: Dr. Greene

Unanimously

1st: Ms. Freeman

Approved

2nd: Dr. Greene

Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Acting Chairperson, Mark Gleason, at 2:01pm. Motion to approve Agenda.	1 st : Ms. Freeman 2 nd : Mr. Scardino Approved Unanimously
Approval of Minutes	Motion to approve minutes from October 11, 2018 CPMT Meeting.	On Motion by Mr. Scardino and seconded by Ms. Kish the Minutes from the November 8, 2018, CPMT meetings were approved with 1 abstention.
Announcements	None	No Action
Financial Report	<p>The Financial Presentation was distributed for October FY19</p> <p>Report: November 2018 - FY19 Gross Expenditures: \$189,267.63 Expenditure Refunds: \$4,791.52 Net Expenditures: \$184,476.11 Local Dollars: \$78,990.35 Regular Medicaid Payments to Providers: Unknown Local Match: Unknown</p> <p>Wrap Dollars Funds Beginning Balance: \$18,788.00 Encumbered: \$306.00 Disbursed: \$1,101.60 Remaining Funds: \$17,380.40</p>	Ms. Reinhardt reviewed the reports.

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Item	Discussion	Action
	Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$8,236.07 Disbursed: \$2,750.00 Remaining Funds: \$9,175.93 Unduplicated CSA Case Count: 131 Average Spent per Child: \$6,139.07	
Old Business a. Fiscal Subcommittee Meeting b. Outcomes Subcommittee Meeting c. Strategic Plan d. CSA Training e. FAPT Process Satisfaction Survey	Fiscal Subcommittee met November 8, 2018. Ms. Reinhardt attempted to schedule Outcomes Subcommittee meeting, and will try again for a Friday morning. Updated Strategic Plan, including tasks was completed by Ms. Reinhardt and presented to CPMT. Ms. Reinhardt presented results of Training topic survey. Ms. Reinhardt had presented a draft FAPT Process Satisfaction Survey on November 8.	Ms. Reinhardt presented minutes from that meeting. Ms. Reinhardt will send out invitations to Outcomes Subcommittee Meeting. No Action. The team will begin to work on scheduling a training for 2019, considering survey results. Ms. Zirkle will ask the input of Parent Support Partners to assess if the survey is family friendly.
New Business: a. New CPMT Location b. Joint CPMT/FAPT Meeting 12/6/18 c. Transportation Service	Ms. Reinhardt proposed new location for FAPT at 411 N. Cameron St, Winchester, VA. Ms. Reinhardt presented minutes from the joint CPMT/FAPT meeting on 12/6/18. One of service gaps brought up at the joint CPMT/FAPT meeting was transportation services.	The team had no objections to the new location. No action. Ms. Reinhardt will meet with local providers to discuss possible options.

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Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		Motion to come out of Executive Session by Mr. Scardino and seconded by Ms. Freeman. 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 Mr. Scardino seconded by Ms. Freeman. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Mr. Scardino seconded by Dr. Greene. Motion was approved.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, January 10, 2019 at 2:00 p.m., 411 N. Cameron St, Kee-Willingham Conference Room, Winchester, VA.	The meeting was adjourned on motion by Ms. Freeman, and seconded by Dr. Greene.

Attachments: November FY19 Financials
 List of CSA Training Topics
 Minutes from joint CPMT/FAPT Meeting

Transcribed by kfr