

## Minutes

Winchester CPMT  
411 N. Cameron Street, 2<sup>nd</sup> Floor  
December 13, 2013  
1:00 p.m.

### Members Present

Mary Blowe, City of Winchester  
Charles Devine, Virginia Dept. of Health  
Mark Gleason, Northwestern Community Services Bd.  
Susan Groom, Winchester Public Schools  
Lyda Kiser, Parent Representative  
Jaimi Lineberg, Winchester Dept. Social Services  
Paul Scardino, National Counseling Group

### Members/Others Not Present

Dale Iman, City Manager  
Doug Hewett, Asst. City Manager  
Kelly Bober, Child Advocacy Center  
Amber Dopkowski, Winchester  
Dept. Social Services  
Julie VanWinkle, Dept. of Juvenile  
Justice

### Others Present

Donna Veach, Winchester Dept. Social Services

Item	Discussion	Action
<b>Call to Order/Additions to the Agenda</b>  <b>Approval of Minutes</b>  <b>Announcements</b>	The meeting was opened by Member, Paul Scardino, at 1:00pm	Dr. Devine motioned to approve the minutes from November 12, 2013. Mr. Gleason seconded. Motion to approve the minutes was unanimous.
<b>Financial Report</b>	The Financial Report was distributed and included expenditures for November, 2013  Report: November, 2013 Gross Expenditures: \$112,760.53 Expenditure Refunds: \$3,380.88 Net Expenditures: \$109,379.65 Local Dollars: \$47,289.74 Regular Medicaid Payments to Providers: \$16,191.60 Local Match: \$4,641.93  Wrap Dollars Funds Beginning Balance: \$23,424.00 Encumbered: \$3,629.85 Disbursed: \$9,485.00 Remaining Funds: \$10,309.15  Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$5,017.51 Disbursed: \$7,376.40 Remaining Funds: \$7,768.45	Mr. Scardino reviewed the report.

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<p><b>Old Business</b></p> <p><b>Policy Report-Work Committee Assignments</b></p>	<p>Reassignment of Committees to align with new strategic plan was discussed.</p>	<p>The reassignment of committees was approved on motion by Mr. Gleason and seconded by Dr, Devine. The motion was unanimously approved.</p>
<p><b>Strategic Planning Report</b></p> <p><b>FAPT Substance Abuse Training</b></p> <p><b>Eligibility Evaluation for Non-Medicaid Children</b></p> <p><b>Intensive Care Coordination Services</b></p> <p><b>CSA Parental Copay Assessment</b></p> <p><b>Eligibility Determination Process</b></p>	<p>Funding</p> <p>Training-Survey</p> <p>Forms</p> <p>By-Laws &amp; Policies</p> <p>Parental Co-Pay</p>	<p>No Report</p> <p>No Report</p> <p>No Report</p> <p>No Report</p> <p>Completed</p> <p>Discussion of Strategic Planning Report will be held at the next meeting.</p> <p>Training to be held December 19, 2013</p> <p>Discission to be rescheduled. Mr. Gleason will be rescheduling.</p> <p>Discussion to be rescheduled. Mr. Gleason will be taking care of this.</p> <p>Beginning January 1, 2014</p> <p>Beginning January 1, 2014</p>
<p><b>New Business</b></p>		

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<p><b>FY2013 Critical Gap Survey</b></p> <p><b>OCS Administrative Memo#13-11</b></p> <p><b>OCS Administrative Memo #13-10</b></p>	<p>A copy of the Survey was included in the packet of information distributed.</p> <p>Definition and Eligibility Criteria: Mental Health Support</p> <p>Coordination of Community Assessments Requirements</p> <p>All directors have met with a very positive outcome. CPMT will endorse and will proceed with the proposal.</p>	<p>Ms. Dopkowski was endorsed to complete the Survey and contact Mr. Gleason if assistance is needed. Review will be done at the next meeting. Due date January 31, 2014.</p> <p>Discussion expressing concerns about the new criteria was held.</p> <p>Motion by Mr. Gleason and seconded by Dr. Devine, funding will be pooled with neighboring jurisdictions to ensure a good and thorough assessment.</p>
<p><b>FY2013 WRAP Fund Outcomes</b></p>	<p>Susan Groom provided the following:        Some students moved to a less restrictive environment due to services received.        No student ended services needing a more restrictive environment        Projected outcomes have been obtained.</p>	<p>Ms. Dopkowski is to respond to OCS regarding these outcomes.</p>
<p><b>Motion to Convene in Executive Session</b></p>	<p><i>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.</i></p>	<p>Mr. Scardino asked that the meeting move into Executive Session. On motion by Mr. Gleason, seconded by Ms. Groom, the meeting moved into Executive Session.</p>

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<b>Motion to Come Out of Executive Session &amp; Immediately Reconvene in Open Session</b>		Motion to come out of Executive Session by Mr. Gleason and seconded by Ms. Groom. Approved unanimously.
<b>Motion to Certify Compliance by Roll Call Vote</b>	<i>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.</i>	Motion to Certify Compliance by Roll Call Vote was made by Mr. Gleason, seconded by Dr. Devine, and unanimously approved.
<b>Motion to Approve All Cases</b>	Members abstaining from vote: Susan Groom 1 case Paul Scardino 6 cases	All cases were approved on motion by Ms. Kiser, seconded by Mr. Gleason.
<b>Motion to Adjourn/Next Meeting Date</b>	The next CPMT meeting will be held Tuesday January 14, 2014 at 2:00 p.m., Our Health Campus, 2 <sup>nd</sup> Floor Conference Room, 411 N. Cameron St., Winchester VA	The meeting was adjourned on motion by Ms. Kiser and seconded by Dr. Devine.

Transcribed by DV