

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, April 11, 2019
2:00 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
Amber Dopkowski, Winchester Dept. Social Services
Dr. Colin Greene, Winchester/Frederick Health Department
Peter Roussos, Dept. of Juvenile Justice
Mark Gleason, Northwestern Community Services Board
Mary Zirkle, Winchester Community Mental Health Center

MEMBERS/OTHERS NOT PRESENT

Paul Scardino, National Counseling Group
Sarah Kish, Winchester Public Schools

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 January 10, 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: Mr. Gleason
2nd: Mr. Roussos

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

1st: Mr. Roussos
2nd: Mr. Gleason

1st: Mr. Roussos
2nd: Dr. Greene

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: Mr. Gleason
- 2nd: Dr. Greene

- 1st: Mr. Gleason
- 2nd: Dr. Greene

- 1st: Mr. Roussos
- 2nd: Dr. Greene

Status:

- Approved Unanimously

- Approved Unanimously

- Approved Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Chairperson, Amber Dopkowski, at 2:05 pm. Motion to approve Agenda.	1 st : Mr. Gleason 2 nd : Mr. Roussos Approved Unanimously
Approval of Minutes	Motion to approve minutes from February 14, 2019 CPMT Meeting.	On Motion by Dr. Greene and seconded by Ms. Blowe, the Minutes from the February 14, 2019, CPMT meetings were approved with 3 abstention.
Announcements	Mr. Roussos – Juvenile Court Services has one new hire, Christine Lovasv. A new Achievement Center is opening soon as a resource for youth in Winchester and Frederick County.	No Action
Financial Report	The Financial Presentation was distributed for February and March 2019. Report: February 2019 – FY19 Gross Expenditures: \$365,583.98 Expenditure Refunds: \$7,824.43 Net Expenditures: \$357,759.55 Local Dollars: \$149,849.44 Regular Medicaid Payments to Providers: \$462,436.76	Ms. Reinhardt reviewed the reports.

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	<p>Local Match: \$131,234.47</p> <p>Wrap Dollars Funds Beginning Balance: \$18,788.00 Encumbered: \$13,950.00 Disbursed: \$1,221.60 Remaining Funds: \$3,616.40</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$0.00 Disbursed: \$6163.00 Remaining Funds: \$13,999.00 Unduplicated CSA Case Count: 180 Average Spent per Child: \$9,063.06</p> <p>Report: March 2019 – FY19 Gross Expenditures: \$265,563.11 Expenditure Refunds: \$6,710.59 Net Expenditures: \$258,852.52 Local Dollars: \$106,421.37 Regular Medicaid Payments to Providers: \$574,554.26 Local Match: \$162,837.38</p> <p>Wrap Dollars Funds Beginning Balance: \$18,788.00 Encumbered: \$2,908.00 Disbursed: \$7,311.10 Remaining Funds: \$8,568.90</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$0.00 Disbursed: \$6163.00 Remaining Funds: \$13,999.00 Unduplicated CSA Case Count: 199 Average Spent per Child: \$9,532.23</p>	
<p>Old Business a. Outcomes Subcommittee Meeting</p>	<p>Outcomes Subcommittee will meet immediately after CPMT Meeting on May 9, 2019.</p>	<p>Ms. Reinhardt will send out invitations to Outcomes Subcommittee Meeting.</p>

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b. Strategic Plan	Strategic Planning meeting was held before regular CPMT Meeting 1-10-19.	Ms. Reinhardt presented updated Strategic Plan. Next Strategic Planning Meeting 1:00, May 9, 2019
c. CSA Training	Ms. Reinhardt completed Can CSA Pay training on March 20, 2019. Six people attended.	Ms. Reinhardt will send power point of Can CSA Pay Training to CPMT Members.
d. FAPT Process Satisfaction Survey	Ms. Reinhardt had presented FAPT Process Satisfaction Survey to Members.	Ms. Reinhardt will complete a few other changes and present to FAPT May 9, 2019
e. Transportation Service	One of service gaps brought up at the joint CPMT/FAPT meeting was transportation services.	Ms. Reinhardt will meet with local providers to discuss possible options.
New Business:		
a. Administrative Memo #19-02 Cap on FY2020 Private Day Education Reimbursements	Ms. Reinhardt presented Administrative Memo #19-02 Cap on FY 2020 Private Day Education Reimbursements.	CSA will not reimburse Private Day cost increases for FY2020 of more than 2%. Ms. Reinhardt will monitor provider rate increases, and report back to CPMT.
b. Annual CSA Service Gap Survey	Ms. Reinhardt presented the annual CSA Service Gap Survey, which is due to OCS by May 6, 2019.	The CPMT Members collectively completed survey. Ms. Reinhardt will report to OCS by May 6, 2019.
c. CPMT Meeting Date And Time	Ms. Reinhardt asked if current CPMT meeting day of week and time needed to be changed due to no quorum in March.	Members agreed current day of week and time were good.
d. Request for CSA Supplemental	Ms. Reinhardt advised CPMT that projection reports for FY19 had been completed, and	City of Winchester Fiscal Agent is going to ask City

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e. UR Update	<p>the projected amount needed was more than the CSA allotment from the City of Winchester.</p> <p>Ms. Reinhardt updated the CPMT on the new UR services. Ms. Reinhardt presented the team with a sample of a monthly report.</p>	<p>Council for supplemental funding for FY2019.</p> <p>No action.</p>
Motion to Convene in Executive Session	<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. Dopkowski asked that the meeting move into Executive Session. On motion by Mr. Roussos, seconded by Mr. Gleason the meeting moved into Executive Session.</p>
Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		<p>Motion to come out of Executive Session by Mr. Roussos and seconded by Dr. Greene. Approved unanimously.</p>
Motion to Certify Compliance by Roll Call Vote	<p>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.</p>	<p>Motion to Certify Compliance by Roll Call Vote was made by Mr. Gleason seconded by Dr. Greene. Approved unanimously.</p>
Motion to Approve All Cases	<p>Motion to Approve all cases as discussed or amended.</p>	<p>All cases were approved, on motion by Mr. Gleason, seconded by Dr. Greene. Motion was approved.</p>
Motion to Adjourn/Next Meeting Date	<p>The next CPMT meeting will be held Thursday, May 9, 2019 Strategic Planning Meeting at 1:00p.m., Regular meeting at</p>	<p>The meeting was adjourned on motion by Mr. Gleason</p>

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	1:01p.m., 411 N. Cameron St, Kee-Willingham Conference Room, Winchester, VA.	and seconded by Dr. Greene.

Attachments: February and March FY19 Financials
Administrative Memo #1902
CSA Service Gap Survey

Transcribed by kfr