

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, April 13, 2017
2:00 p.m.

MEMBERS PRESENT

Amber Dopkowski, Winchester Dept. Social Services
Eden Freeman, City of Winchester
Mark Gleason, Northwestern Community Services Board
April Jenkins, Winchester/Frederick Health Department
Lyda Kiser, Parent Representative
Paul Scardino, National Counseling Group

MEMBERS/OTHERS NOT PRESENT

Kelly Bober, Child Advocacy Center
Mary Blowe, City of Winchester
Sarah Kish, Winchester Public Schools
Peter Roussos, Dept. of Juvenile Justice

Others Present:

Nickie Wheeler, Northwestern Community Services Board
Tim May, Northwestern Community Services Board
Karen Farrell, Winchester CSA Coordinator

RECAP OF CPMT VOTES:

Motion:

- Motion to approve minutes from March 9, 2017 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. Freeman
2nd: Ms. Jenkins

1st: Ms. Freeman
2nd: Ms. Kiser

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

Status:

Approved
Unanimously

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.

- Motion to adjourn CPMT Meeting

Action:

- 1st: Ms. Freeman
- 2nd: Ms. Jenkins

- 1st: Mr. Kiser
- 2nd: Mr. Scardino

- 1st: Ms. Kiser
- 2nd: Ms. Jenkins

Status:

- Approved
Unanimously

- Approved
Unanimously

- Approved
Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Acting Chair, Mark Gleason at 2:03 pm.	
Approval of Minutes	Motion to approve minutes from March 9, 2017, CPMT Meeting.	On Motion by Ms. Freeman and seconded by Ms. Jenkins, the Minutes from the March 9, 2017, CPMT meeting were approved.
Announcements	Ms. Farrell will be attending the CSA Conference in Roanoke April 18-20, 2017.	No Action.
Financial Report	<p>The Financial Presentation was distributed for February 2017.</p> <p>Report: February 2017 Gross Expenditures: \$204,536.84 Expenditure Refunds: \$3,286.36 Net Expenditures: \$201,250.48 Local Dollars: \$90,975.94 Regular Medicaid Payments to Providers: \$495,840.80 Local Match: \$142,151.36</p>	<p>Ms. Farrell reviewed the report.</p> <p>Ms. Farrell reported that the remaining supplemental request from OCS, \$166,825.00, was requested and received.</p>

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	Wrap Dollars Funds Beginning Balance: \$16,681.00 Encumbered: \$6,311.30 Disbursed: \$5,661.70 Remaining Funds: \$4,708.00 Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$6,783.88 Disbursed: \$11,163.11 Remaining Funds: \$2,215.01 Unduplicated CSA Case Count: 71 Average Spent per Child: \$27,924.35	
Old Business: a. UR Procedure for residential placements b. ASAM Criteria for SA Evaluations/ Treatment paid by CSA	Acting Chairperson, Mr. Gleason, suggested the discussion about the UR procedure for residential placements be tabled until next CPMT, due to low member attendance. Nickie Wheeler and Tim May from NWCSB came to the meeting and presented on ASAM criteria for SA Evaluations and treatment.	Ms. Farrell will put it on the CPMT Agenda for May's meeting. CPMT team will discuss if providers, paid by CSA funding, will be required to use ASAM Criteria.
New Business: a. CSA Policy Amendment for Residential Review b. Schedule meeting with FAPT c. Administrative Memo #17-01 Annual CSA Service Gap Survey	Ms. Farrell submitted draft policy change to amend the review time for residential placements to every 45 days in the Winchester CSA Policy Manual. Ms. Farrell asked for dates/times for the CPMT to meet with FAPT Members. Ms. Farrell presented Annual CSA Service Gap Survey, which is due April 28, 2017. Ms. Farrell asked the CPMT to complete the	Ms. Freeman motioned to approve policy amendment to include 45 day review for Private Day Placements also. Mr. Scardino seconded. Approved unanimously. Ms. Farrell will send a Doodle Poll to ask for dates/times for this meeting. Ms. Farrell will email a fillable PDF of the survey, will compile results, and

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<p>d. Survey for Training Subjects</p> <p>e. Schedule a Strategic Planning Meeting</p> <p>f. May CPMT Meeting</p>	<p>survey and send it to her.</p> <p>Ms. Farrell presented a draft survey of training topics to be sent out to Case Workers.</p> <p>Ms. Farrell asked CPMT for dates/times for the CPMT to meet to update the Strategic Plan.</p> <p>Ms. Farrell asked if the CPMT Members wanted to reschedule the May CPMT Meeting, because it is the same day as the NSV Alliance Training, and some members will be attending.</p>	<p>submit to OCS by April 28, 2017.</p> <p>CPMT endorsed the Training Topics survey. Ms. Farrell will send it out before next CPMT meeting and report on results.</p> <p>Ms. Farrell to send out a Doodle Poll to get time/date for this meeting.</p> <p>The Members asked that Ms. Farrell send out a Doodle Poll to reschedule the May CPMT meeting. Ms. Farrell will conduct a poll and let the CPMT Members know about the rescheduled meeting.</p>
<p>Motion to Convene in Executive Session</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>Mr. Gleason asked that the meeting move into Executive Session. On motion by Ms. Freeman seconded by Ms. Kiser, the meeting moved into Executive Session.</p>
<p>Motion to Come Out of Executive Session & Immediately Reconvene in Open Session</p>		<p>Motion to come out of Executive Session by Ms. Kiser and seconded by Mr. Scardino. Approved unanimously.</p>
<p>Motion to Certify Compliance by Roll Call Vote</p>	<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</p>	<p>Motion to Certify Compliance by Roll Call Vote was made by Ms. Freeman, seconded by Ms. Jenkins, and unanimously approved.</p>

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	was convened were heard, discussed, or considered in the closed meeting.	
Motion to Approve All Cases	Motion to Approve all cases as discussed.	All cases were approved, on motion by Ms. Kiser seconded by Mr. Scardino. Motion was approved.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, April 13, 2017 at 2:00 p.m., Winchester Social Services Department, 24 Baker Street, Conference Room, Winchester, VA.	The meeting was adjourned on motion by Ms. Kiser and seconded by Ms. Jenkins.

Attachments: March Financials
 April Attachments

Transcribed by kff