

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, May 10, 2018
2:00 p.m.

MEMBERS PRESENT

Kelly Blowe, City of Winchester
Kelly Bober, Child Advocacy Center
Amber Dopkowski, Winchester Dept. Social Services
Mark Gleason, Northwestern Community Services Board
Dr. Colin Greene, Winchester/Frederick Health Department
Sarah Kish, Winchester Public Schools
Peter Roussos, Dept. of Juvenile Justice

MEMBERS/OTHERS NOT PRESENT

Paul Scardino, National Counseling Group

Others Present:

Karen Reinhardt, Winchester CSA Coordinator

RECAP OF CPMT VOTES:

Motion:

- Motion to approved Agenda
- Motion to approve minutes from February 8, 2018 CPMT Meeting
- Motion to endorse VJCCCA plan as explained by Peter Roussos, Dept of Juvenile Justice
- 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: Ms. Dopkowski
- 1st: Ms. Bober
2nd: Ms. Dopkowski
- 1st: Mr. Gleason
2nd: Ms. Bober
- 1st:: Dr. Greene
2nd: Mr. Gleason
- 1st:: Mr. Gleason
2nd: Ms. Dopkowski

Status:

- Approved
Unanimously
- Approved
with 2
abstentions
- Approved
Unanimously
- Approved
Unanimously
- Approved
Unanimously

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Thursday, May 10, 2018
 2:00 p.m.

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: Ms. Bober

- 1st: Ms. Bober
2nd: Ms. Blowe

Status:

- Approved
Unanimously

- Approved
Unanimously

- Approved
Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Chairperson, Sarah Kish at 2:02 pm. Motion to approve minutes	1 st : Mr. Gleason 2 nd : Ms. Dopkowski
Approval of Minutes	Motion to approve minutes from April 12, 2018, CPMT Meeting.	On Motion by Ms. Bober and seconded by Ms. Dopkowski the Minutes from the February 8, 2018, CPMT meeting were approved with 2 abstentions, Ms. Kish and Mr. Roussos, who were not in attendance.
Announcements	Mr. Roussos Explained about funding for services for youth served by the Court Services unit through the Virginia Juvenile Court Crime Control Act. There is funding of \$126,000, which will be used for providing services to this population of youth. Mr. Roussos asked the CPMT for endorsement of the plan to use the funding for services.	Mr. Gleason motioned that the team endorse the plan. Ms. Bober seconded.
Financial Report	The Financial Presentation was distributed for April 2018 with limited information Report: April 2018	Ms. Reinhardt reviewed the reports.

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Thursday, May 10, 2018
 2:00 p.m.

Item	Discussion	Action
	<p>Gross Expenditures: \$429,620.82 Expenditure Refunds: \$9,607.15 Net Expenditures: \$420,013.67 Local Dollars: Regular Medicaid Payments to Providers: \$632,428.44 Local Match: \$147,108.45</p> <p>Wrap Dollars Funds Beginning Balance: \$25,128.05 Encumbered: \$6,285.90 Disbursed: \$9,977.60 Remaining Funds: \$8,864.55</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$5,918.15 Disbursed: \$7,675.00 Remaining Funds: \$6,568.85 Unduplicated CSA Case Count: 192 Average Spent per Child: \$11,146.17</p>	
<p>Old Business:</p> <p>a. Strategic Planning Meeting</p> <p>b. RFP Update</p>	<p>The Strategic Planning meeting was held at 1:00pm. Incorporating the Quality Improvement Plans from the 2018 CSA Audit was discussed.</p> <p>Ms. Reinhardt reached out to vendors after there was no response to RFP. Two vendors have submitted applications.</p>	<p>Ms. Reinhardt will amend the Strategic Plan to reflect addition of Quality Improvement Plans and bring to CPMT in June.</p> <p>The team recommends a small group subcommittee look at the two applications and make recommendations to the CPMT at the June meeting. Mr. Gleason and Ms. Dopkowski have agreed to represent the team and will meet on May 21 at 3:30. Ms. Reinhardt will send out an invitation.</p>

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Thursday, May 10, 2018
 2:00 p.m.

Item	Discussion	Action
<p>c. CPMT Date and Time Discussion</p> <p>d. New term for FAPT/CPMT Private Provider Representatives and Parent Representatives 2018</p>	<p>Ms. Reinhardt reached out to each CPMT Member to see what days and times would be a good alternative for the CPMT meeting day of the month and time.</p> <p>According to CPMT By-laws, Private Provider Representatives and Parent Representatives are appointed for two year terms in May of even years.</p>	<p>The current day and time seem to be best for everyone, so there will be no changes.</p> <p>Ms Reinhardt will be on vacation June 14, so team decided to move June's meeting to June 20, 2018 at 1:00pm</p> <p>Ms. Reinhardt sent out a Letter of Application for Private Provider Representatives for FAPT and CPMT. Ms. Reinhardt asked the Parent Representatives if they would like to be reappointed, and both want to continue.</p>
<p>New Business:</p> <p>a. Administrative Budget Plan sent to Dept of Education</p> <p>b. Fiscal Subcommittee Meeting</p>	<p>Each year Winchester CPMT must complete an Administrative Budget Plan to allocate administrative funding for the program from the Department of Education.</p> <p>The Fiscal Subcommittee needs to meet again to discuss the rising CSA costs, and look for possible ways to bring down spending.</p>	<p>.Ms. Reinhardt, Ms. Kish and the Fiscal Agent, Celeste Broadstreet, signed the plan. Ms. Reinhardt mailed the plan to the Dept of Education on 4/30/18.</p> <p>Ms. Reinhardt will send out a doodle poll with several dates/times for the meeting, and schedule the meeting when most can attend.</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>Ms. Kish asked that the meeting move into Executive Session. On motion by Dr. Greene, seconded by Mr. Gleason, the meeting moved into Executive Session.</p>

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Thursday, May 10, 2018
 2:00 p.m.

Item	Discussion	Action
Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		Motion to come out of Executive Session by Mr. Gleason and seconded by Ms. Dopkowski. 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. Gleason seconded by Dr. Greene. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Mr. Gleason seconded by Ms. Bpber. Motion was approved.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, June 20, 2018 at 1:00 p.m., Winchester Social Services Department, 24 Baker Street, Conference Room, Winchester, VA.	The meeting was adjourned on motion by Ms. Bober and seconded by Ms. Blowe.

Attachments: April Financials

Transcribed by kfr