

Minutes
Winchester CPMT
WebEx Meeting
Thursday, May 14, 2020
2:00 p.m.

MEMBERS PRESENT

- Mary Blowe, City of Winchester
- Amber Dopkowski, Winchester Dept. Social Services
- Mark Gleason, Northwestern Community Services Board, Chairperson
- Sarah Kish, Winchester Public Schools
- Peter Roussos, Dept. of Juvenile Justice, Acting Chairperson
- Mary Zirkle, Winchester Community Mental Health Center

Others Present:

- Erika Arenas, Administrative Services Manager
- Brett Farmer, City of Winchester IT Department
- Janine Renoy, City of Winchester IT Department

MEMBERS/OTHERS NOT PRESENT

- Dr. Colin Greene, Winchester/Frederick Health Department

RECAP OF CPMT VOTES:

Motion:

Motion to approve Agenda.

Action:

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

Status:

Approved
Unanimously

Motion to approve minutes from March 12, 2020, CPMT Meeting

1st: Ms. Blowe
2nd: Ms. Kish

Approved
Unanimously

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.

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

Approved
Unanimously

Motion to come out of Executive Session

1st: Mr. Gleason
2nd: Ms. Zirkle

Approved
Unanimously

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Motion:

Action:

Status:

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.

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

Approved
 Unanimously

Motion to Approve All Cases, as discussed or amended.

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

Approved
 Unanimously
 Ms. Zirkle
 abstains from
 any cases
 involving
 WCMHC.
 Mr. Gleason
 abstains from
 any cases
 involving
 NWCSB.

Motion to adjourn CPMT Meeting

1st: Mr. Roussos
 2nd: Ms. Zirkle

Approved
 Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Acting Chairperson, Amber Dopkowski at 2:03 pm. Motion to approve Agenda.	1 st : Mr. Gleason 2 nd : Ms. Kish Approved Unanimously
Approval of Minutes	Motion to approve minutes from March 12, 2020 CPMT Meeting.	On Motion by Ms. Blowe and seconded by Ms. Kish the Minutes from the March 12, 2020 CPMT meeting were approved.
Public Comment	No members of the public in attendance.	No action.

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Announcements	No announcements.	No action.
Financial Report	<p>The Financial Presentation was electronically displayed for March and April 2020.</p> <p>Report: March 2020, FY20</p> <ul style="list-style-type: none"> • Gross Expenditures: \$272,871.07 • Expenditure Refunds: \$6,478.62 • Net Expenditures: \$266,392.45 • Local Dollars: \$104,626.44 • Regular Medicaid Payments to Providers (updated as of 4/30/20): \$597,622.11 • Local Match: \$170,151.47 <p>Report: April 2020, FY20</p> <ul style="list-style-type: none"> • Gross Expenditures: \$118,560.76 • Expenditure Refunds: \$10,718.32 • Net Expenditures: \$107,842.44 • Local Dollars: \$43,425.43 <p>Wrap-Around Services Funds:</p> <ul style="list-style-type: none"> • Beginning Balance: \$23,406.30 • Encumbered: \$2,814.00 • Disbursed: \$18,564.00 • Remaining Funds: \$2,028.30 <p>Non-Mandated Funds</p> <ul style="list-style-type: none"> • Beginning Balance: \$20,162.00 • Encumbered: \$0.00 • Disbursed: \$18,092.70 • Remaining Funds: \$2,069.30 <ul style="list-style-type: none"> • Unduplicated CSA Case Count: 201 • Average Spent per Child: \$11,741.57 	Ms. Dopkowski reviewed the reports.

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<p>Old Business</p> <ul style="list-style-type: none"> • Outcomes Subcommittee Meeting • Strategic Planning Meeting – Minutes, work on Goal 1 • Transportation Services – Meeting scheduled, March 30, 11:00 AM. 	<ul style="list-style-type: none"> • Outcomes subcommittee meeting to be deferred until normal meeting practices are resumed. • Strategic Planning Meeting to be deferred until normal meeting practices are resumed. • Transportation Meeting to be deferred until normal meeting practices are resumed. 	<ul style="list-style-type: none"> • No action. • No action. • No action.
<p>New Business:</p> <ul style="list-style-type: none"> • Winchester CSA Program Update • Ordinance Assuring Continuity in the Government • CSA FY20 Expenditures and Supplemental Appropriation 	<ul style="list-style-type: none"> • The CSA Coordinator position is vacant and frozen until further notice. CSA general email: winchestercsa@winchesterva.gov was created to receive all CSA-related inquiries. FAPT continues to be facilitated electronically. • Ms. Dopkowski discussed correspondence relating to government continuity during the pandemic. • City Council heard the supplemental appropriation request on April 28, 2020 and approved the supplemental figure of \$900,000. Projected to spend \$3.4M in the CSA budget through FY20. 	<ul style="list-style-type: none"> • Ms. Dopkowski presented CSA program updates. • No action. • CPMT will be reviewing CSA costs and reassessing processes around CSA for future planning.

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<ul style="list-style-type: none"> • Private Day Special Education Payments • Admin Memo # 20-02 Cap on FY2021 Private Day Special Education Rate Increases • Utilization Review Rates During Pandemic 	<ul style="list-style-type: none"> • Winchester CSA has continued to provide payments to providers as authorized by FAPT. Ms. Kish discussed the continuity of IEPs during the pandemic. The CPMT is not recommending any rate adjustments at this time. • The Office of Children’s Services (OCS) issued a memo regarding the continuation of the 2% annual rate increase limit for CSA funded private day special education programs. • CPMT was notified that a community provider lowered their Utilization Review (UR) Tier 3 Extended Area Placement Services rate due to travel/in-person restrictions in place at this time. 	<ul style="list-style-type: none"> • No action. • Ms. Dopkowski presented this memorandum. • No action.
<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. Dopkowski asked that the meeting move into Executive Session. On motion by Mr. Gleason seconded by Mr. Roussos, 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 Mr. Gleason and seconded by Ms. Zirkle. Approved unanimously.</p>

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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 Mr. Roussos. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Mr. Roussos, seconded by Mr. Gleason. Motion was approved. Ms. Zirkle abstained from any cases involving WCMHC. Mr. Gleason abstained from any cases involving NWCSB.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, June 11 at 2:00 PM via WebEx unless otherwise notified.	The meeting was adjourned on motion by Mr. Roussos and seconded by Ms. Zirkle.

Attachments: March 2020 FY20 Financials
 April 2020 FY20 Financials
 Strategic Plan 2020-2022
 Administrative Memo 20-02

Transcribed by ema