

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, June 13, 2019
2:00 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
Amber Dopkowski, Winchester Dept. Social Services
Leea Shirley, Winchester/Frederick Health Department
Sarah Kish, Winchester Public Schools
Paul Scardino, National Counseling Group
Mary Zirkle, Winchester Community Mental Health Center

MEMBERS/OTHERS NOT PRESENT

Mark Gleason, Northwestern Community Services Board
Peter Roussos, Dept. of Juvenile Justice

Others Present:

Karen Reinhardt, Winchester CSA Coordinator
Erika Arenas, Administrative Services Manager

RECAP OF CPMT VOTES:

Motion:

- Motion to approved Agenda.

- Motion to approve minutes from May 9, 2019 CPMT Meeting

- Motion to approve FY20 Resolution.

- 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. Scardino
2nd: Ms. Kish

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

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

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

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

Status:

Approved
Unanimously

Approved
with 1
abstention
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 or amended.

- Motion to adjourn CPMT Meeting

Action:

- 1st: Mr. Scardino
- 2nd: Ms. Zirkle

- 1st: Ms. Shirley
- 2nd: Ms. Kish
- 1st: Mr. Scardino
- 2nd: Ms. Zirkle

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 2:02 pm. Motion to approve Agenda.	1 st : Mr. Scardino 2 nd : Ms. Kish Approved Unanimously
Approval of Minutes	Motion to approve minutes from May 9, 2019 CPMT Meeting.	On Motion by Ms. Blowe and seconded by Ms. Kish, the Minutes from the May 9, 2019, CPMT meetings were approved with 1 abstention.
Announcements		
Financial Report	The Financial Presentation was distributed for May 2019 Report: May 2019 – FY19 Gross Expenditures: \$370,823.81 Expenditure Refunds: \$13,339.99 Net Expenditures: \$357,483.82 Local Dollars: \$151,631.79 Regular Medicaid Payments to Providers: \$606,209.76 Local Match: \$171,631.80	Ms. Reinhardt reviewed the reports.

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	<p>Wrap Dollars Funds Beginning Balance: \$18,788.00 Encumbered: \$7272.00 Disbursed: \$10,219.10 Remaining Funds: \$1,296.90</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$4,007.00 Disbursed: \$6,634.25 Remaining Funds: \$9,520.75 Unduplicated CSA Case Count: 233 Average Spent per Child: \$11,290.43</p>	
<p>Old Business</p> <p>a. Subcommittee Meetings</p> <p>b. Strategic Plan</p> <p>c. CSA Training</p> <p>d. FAPT Process Satisfaction Survey</p> <p>e. Transportation Service</p>	<p>1. Outcomes Subcommittee Meeting 5/9/19 at 3:00pm</p> <p>2. Fiscal Subcommittee Meeting 6/13/19 at 1:00pm</p> <p>Ms. Reinhardt presented minutes and updated Strategic Plan from 5/9/19. Ms Reinhardt asked if Members want to keep meeting every other month for Strategic Planning.</p> <p>Ms. Reinhardt to schedule a training about Family Friendly FAPT for Case Managers and FAPT Members on July 16 at 11:00am.</p> <p>Ms. Reinhardt had presented FAPT Process Satisfaction Survey to Members.</p> <p>One of service gaps brought up at the joint CPMT/FAPT meeting was transportation services.</p>	<p>Ms. Reinhardt reported on meeting. Meeting Cancelled. Ms. Reinhardt will reschedule.</p> <p>Ms. Reinhardt will send out an email asking Members if they want to keep meeting. Ms. Reinhardt will schedule meeting in Fall to develop new Strategic Plan goals.</p> <p>Ms. Reinhardt will send out invitations to the training.</p> <p>Ms. Reinhardt will completed changes. Ms. Blowe will look into using City system to push out survey to public.</p> <p>Ms. Reinhardt will schedule meeting with local providers to discuss service gap</p>

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<p>New Business:</p> <p>a. FY20 Resolution</p> <p>b. Chairperson FY20</p> <p>c. Provider Request</p> <p>d. Quarterly Statewide Date Reports</p> <p>e. FAPT Attendance Survey</p>	<p>Ms. Reinhardt presented FY20 Resolution for CPMT Meetings.</p> <p>According to CPMT By-laws the next CPMT Chairperson will be Mark Gleason. The next Vice Chairperson will be Peter Roussos. This will begin July 11, 2019.</p> <p>Provider requested CPMT reverse decision of Memo dated 8/13/2012, not to use a named Case Manager to provide services anymore.</p> <p>Ms. Reinhardt presented Statewide Data reports to team.</p> <p>Ms. Reinhardt presented FAPT Attendance Survey to team.</p>	<p>Ms. Shirley motioned to approve, seconded by Mr. Scardino. Ms. Dopkowski will sign and Ms. Reinhardt will post for the public.</p> <p>Ms. Reinhardt will contact Mr. Gleason to let him know.</p> <p>CPMT decided not to reverse decision.</p> <p>No action.</p> <p>The team asked that a few revisions be made to survey.</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. Dopkowski asked that the meeting move into Executive Session. On motion by Ms. Blowe, seconded by Ms. Kish 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. Shirley and seconded by Ms.</p>

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		Kish. 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. Scardino seconded by Ms. Zirkle. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Ms. Shirley, seconded by Ms. Kish. Motion was approved.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, June 13, 2019 at 2:00p.m., 411 N. Cameron St, Kee-Willingham Conference Room, Winchester, VA.	The meeting was adjourned on motion by Mr. Scardino and seconded by Ms. Zirkle.

Attachments: May 2019 Financials
 Strategic Planning Minutes and Updated Strategic Plan
 FY20 Resolution
 Statewide Data Reports
 FAPT Attendance Survey Results

Transcribed by kfr