

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, June 20, 2018
1:00 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
Kelly Bober, Child Advocacy Center
Mark Gleason, Northwestern Community Services Board
Dr. Colin Greene, Winchester/Frederick Health Department
Paul Scardino, National Counseling Group
Sarah Wingfield, Winchester Dept. Social Services

Others Present:

Karen Reinhardt, Winchester CSA Coordinator

MEMBERS/OTHERS NOT PRESENT

Amber Dopkowski, Winchester Dept. Social Services
Sarah Kish, Winchester Public Schools
Peter Roussos, Dept. of Juvenile Justice

RECAP OF CPMT VOTES:

Motion:

- Motion to approved Agenda
- Motion to approve minutes from May 10, 2018 Strategic Planning and CPMT Meeting
- Motion to accept updated Strategic Plan.
- Motion to accept RFP Subcommittee recommendation to approved using both RFP applicants for Utilization Reviewer services.
- Motion to renew current FAPT Parent Representative for another 2 year term.
- Motion to renew FAPT Private Provider Representative for another 2 year term
- Motion to approve CPMT Resolution for FY19.
- 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.

Action:

- 1st: Mr. Scardino
2nd: Ms. Blowe
- 1st: Mr. Scardino
2nd: Ms. Blowe
- 1st: Ms. Blowe
2nd: Mr. Scardino
- 1st: Mr. Scardino
2nd: Ms. Wingfield
- 1st: Dr. Greene
2nd: Mr. Scardino
- 1st: Ms. Wingfield
2nd: Ms. Blowe
- 1st: Dr. Greene
2nd: Mr. Scardino
- 1st: Ms. Bober
2nd: Dr. Greene

Status:

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

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Motion:

- Motion to come out of Executive Session

- 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: Dr. Greene
2nd: Ms. Bober

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

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

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

Status:

- Approved
Unanimously

- Approved
Unanimously

- Approved
Mr. Scardino
abstained
from 5 cases.

- Approved
Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Acting Chairperson, Mark Gleason at 1:02pm. Motion to approve agenda	1 st : Mr. Scardino 2 nd : Ms. Blowe
Approval of Minutes	Motion to approve minutes from May 10, 2018 Strategic Planning Meeting and regular CPMT Meeting.	On Motion by Mr. Scardino and seconded by Ms. Blowe the Minutes from the May 10, 2018, Strategic Planning and CPMT meetings were approved
Announcements	No announcements	No action
Financial Report	The Financial Presentation was distributed for May 2018. Report: May 2018 Gross Expenditures: \$343,414.93	Ms. Reinhardt reviewed the reports.

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Item	Discussion	Action
	<p>Expenditure Refunds: \$27,032.59 Net Expenditures: \$316,382.34 Local Dollars: \$136,382.34 Regular Medicaid Payments to Providers: \$688,282.72 Local Match: \$160,557.05</p> <p>Wrap Dollars Funds Beginning Balance: \$25,128.05 Encumbered: \$2,370 Disbursed: \$13,743.50 Remaining Funds: \$9,014.55</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$4,253.15 Disbursed: \$8,252.50 Remaining Funds: \$7,656.35 Unduplicated CSA Case Count: 199 Average Spent per Child: \$12,479.80</p>	
<p>Old Business:</p> <p>a. Strategic Planning Meeting</p> <p>b. RFP Update</p> <p>c. New term for FAPT/CPMT Private Provider and Parent Representatives 2018.</p>	<p>The Strategic Planning meeting was held at 1:00pm. Ms. Reinhardt completed an updated Strategic Plan, which included Quality Improvement Plans.</p> <p>Ms. Reinhardt and Mr. Gleason made a recommendation from the RFP Subcommittee, which met on May 21, 2018. The Subcommittee recommended using both RFP applicants for Utilization Review services.</p> <p>As per CPMT Bi-laws, FAPT/CPMT Private Provider and Parent Representatives must be appointed for a two year term on even years. Ms. Reinhardt sent CPMT Private Provider Representative applications to Amy Simmons for City Council to choose. Kelly Bober chose not to add her application for</p>	<p>Team approved updated Strategic Plan unanimously.</p> <p>Team approved using both RFP applicants for Utilization Review services. Ms. Reinhardt will contact Mike Marzullo to let him know the CPMT approved both.</p> <p>No Action</p>

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<p>d. Fiscal Subcommittee Meeting</p>	<p>CPMT Private Provider Representative. Ms. Reinhardt let Amy Simmons know that Mr. Scardino was willing to continue to be the CPMT Parent Representative. There were no other applicants for that position.</p> <p>Motion was made to renew the FAPT Parent Representative for another 2 year term.</p> <p>Ms. Reinhardt presented applications for FAPT Private Provider Representative. Motion was made to renew FAPT Private Provider Representative for another 2 year term.</p> <p>The Fiscal Subcommittee meeting was scheduled on June 5, at 1:00pm, but only one Member could attend. The meeting was cancelled and needs to be rescheduled.</p>	<p>1st: Dr. Greene 2nd: Mr. Scardino Approved unanimously</p> <p>1st: Ms. Wingfield 2nd: Ms. Blowe Approved unanimously Ms. Reinhardt will reschedule the Fiscal Subcommittee meeting and send out invitations.</p>
<p>New Business:</p> <p>a. Rotation of CPMT Chairperson and Vice Chairperson</p> <p>b. New CPMT Resolution for FY19</p> <p>c. CSA Self-Assessment Finding Letter</p>	<p>The CPMT Chairperson and Vice Chairperson rotate each July. This year Amber Dopkowski will be Chairperson and Mark Gleason will be Vice Chairperson.</p> <p>Ms. Reinhardt completed a New CPMT Resolution with meeting every second Thursday at 2:00pm at WDSS, 24 Baker St, Winchester, VA. Motion was made to accept the FY19 CPMT Resolution.</p> <p>Ms. Reinhardt included a copy of the CSA Self-Assessment Finding Letter from OCS for the 2018 CSA Audit. OCS “Concurs” with the Self-Assessment report that there “were no significant observations of noncompliance and/or internal control weakness”</p>	<p>Ms. Reinhardt notified Ms. Dopkowski that she will be Chairperson starting July of 2018. Mr. Gleason agreed to be Vice Chairperson.</p> <p>1st:Dr. Greene 2nd: Mr. Scardino Approved Unanimously. Ms. Reinhardt will send CPMT Resolution to current Chairperson, Sarah Kish, for her signature, and display for public. No action</p>

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Motion to Convene in Executive Session	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.	Mr. Gleason asked that the meeting move into Executive Session. On motion by Ms. Bober, seconded by Dr. Greene, the meeting moved into Executive Session.
Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		Motion to come out of Executive Session by Dr. Greene and seconded by Ms. Bober. 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 Ms. Bober seconded by Ms. Blowe. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Ms. Blowe seconded by Ms. Bober. Motion was approved. Mr. Scardino abstained from 5 cases.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, July 12, 2018 at 2:00 p.m., Winchester Social Services Department, 24 Baker Street, Conference Room, Winchester, VA.	The meeting was adjourned on motion by Dr. Greene and seconded by Ms. Blowe.

Attachments: May Financials
 Updated Strategic Plan
 CMPT FY19 Resolution
 OCS Audit Finding Letter

Transcribed by kfr

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