

Minutes
 Winchester CPMT
 24 Baker Street, Board Room
 Thursday, June 9, 2016
 2:00 p.m.

MEMBERS PRESENT

Mary Blowe, City of Winchester
 Kelly Bober, Child Advocacy Center
 Dr. Charles Devine, Winchester/Frederick Health
 Department
 Amber Dopkowski, Winchester Dept. Social Services
 Mark Gleason, Northwestern Community Services Board
 Lyda Kiser, Parent Representative
 Sarah Kish, Winchester Public Schools
 Paul Scardino, National Counseling Group
 Peter Roussos, Dept. of Juvenile Justice

Others Present:

Karen Farrell, Winchester CSA Coordinator
 Connie P. Greer, Winchester Dept. of Social Services
 Onofrio Castiglia, Winchester Star

MEMBERS/OTHERS NOT PRESENT

Eden Freeman, City of Winchester

RECAP OF CPMT VOTES:

Motion:

- Motion to approve the minutes from May 12, 2016, CPMT Meeting
- Motion to approve the Agenda for June 9, 2016, CPMT Meeting
- Motion to approve Wrap Funds to be utilized pursuant to guidance from Administrative Memo #16-03 from the Office of Children’s Services.
- Motion to approve Winchester Community Policy and Management Team Resolution 2015-03 to establish the regular meetings for June 2016-June 2017.
- Motion to Approve Consent Agenda, including all cases as distributed.
- Motion to adjourn CPMT Meeting

Action:

1st: Ms. Kiser
 2nd: Ms. Dopkowski
 Ms. Kish -- abstained
 1st: Ms. Dopkowski
 2nd: Ms. Kiser
 1st: Ms. Kiser
 2nd: Dr. Devine
 1st: Dr. Devine
 2nd: Mr. Scardino
 1st: Dr. Devine
 2nd: Mr. Roussos
 Mr. Scardino – abstained
 from ____ case(s)
 Mr. Gleason – abstained
 from ____ case(s)
 1st: Ms. Kiser
 2nd: Ms. Dopkowski

Status:

Approved with
 noted abstention
 Approved
 Unanimously
 Approved
 Unanimously
 Approved
 Unanimously
 Approved
 with noted
 abstention
 Approved
 Unanimously

Item	Discussion	Action
Call to Order/Approval of Agenda	The meeting was opened by Chair, Mark Gleason at 2:00 pm.	
Approval of Minutes	Motion to approve the minutes from May 12, 2016, CPMT Meeting	On Motion by Ms. Kiser and seconded by Ms. Dopkowski, the Minutes from the May 12, 2016,

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		CPMT meeting were approved, with Ms. Kish abstaining.
Announcements	None.	No action required.
Financial Report	<p>The Financial Report was distributed and included expenditures for May, 2016.</p> <p>Report: May, 2016 Gross Expenditures: \$244,310.58 Expenditure Refunds: \$7,478.16 Net Expenditures: \$236,832.42 Local Dollars: \$110,280.08 Regular Medicaid Payments to Providers: \$320,690.00 Local Match: \$632,101.45</p> <p>Wrap Dollars Funds Beginning Balance: \$15,478.00 Encumbered: \$4,006.90 Disbursed: \$10,322.28 Remaining Funds: \$1,148.82</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$8,797.60 Disbursed: \$11,314.25 Remaining Funds: \$1,794.15</p> <p>Unduplicated CSA Case Count: 144 Average Spent per Child: \$9,937.72</p>	Ms. Farrell reviewed the report.
<p>Old Business:</p> <p>a. Strategic Planning Report- Assignment of Work Committees</p> <p>b. CPMT appointments of FAPT Member</p>	<p>Strategic Planning & Assignment of Work Committees</p> <ol style="list-style-type: none"> 1. Common Ground through Education, Training and Shared Expectations (Gleason, Kish, Roussos, Devine, Kiser) 2. Data-Driven Accountability and Service Provision (Scardino, Bober) 	<p>See further discussion below.</p> <ol style="list-style-type: none"> 1. Discussed several ways to implement this goal, including CPMT self-assessment and following the funding process from beginning to end. Decided to meet with the Family Assessment and Planning Team (FAPT) at September's CPMT meeting to solicit the FAPT's needs. Will discuss what information CPMT would like from FAPT and vice versa at July CPMT meeting. 2. No report.

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	It is time to reappoint the Private Provider Representative to the Family Assessment and Planning Team.	At last month's meeting, Ms. Tiffani Markwood was chosen to be the Private Provider Representative, and will start her duties at July FAPT meetings.
New Business		
a. Allocations for FY17	Winchester was allocated \$1,180,385 in Children's Services Act funding for Fiscal Year 2017. Non-Mandated funding for Fiscal Year 2017 remained at \$20,162.	No action.
b. Wrap Funds	Ms. Farrell distributed and discussed Administrative Memo #16-03 regarding FY17 Wrap-Around Services for Children with Disabilities. Ms. Farrell reviewed the Intent to Utilize Funds for Wrap Around Services for Children with Disabilities.	Ms. Kiser motioned to approve Wrap Funds to be utilized pursuant to guidance from Administrative Memo #16-03 from the Office of Children's Services. Dr. Devine seconded the motion, which passed unanimously.
c. CPMT Chair	Ms. Farrell reviewed the agreed upon rotation schedule for CPMT Chair and CPMT Vice-Chair.	Mr. Roussos, Court Services for Juvenile Detention, agreed to be Chair for July 2016-June 2017. Ms. Kish, Winchester Public Schools, agreed to be Vice Chair for July 2016-June 2017.
d. New CPMT Resolution	Ms. Farrell reviewed a draft of Winchester Community Policy and Management Team Resolution 2015-03 to establish the regular meetings for June 2016-June 2017.	Dr. Devine motioned to accept Winchester Community Policy and Management Team Resolution 2015-03 to establish the regular meetings for June 2016-June 2017. Mr. Roussos seconded the motion, which passed unanimously.
e. Dr. Devine's retirement	Dr. Devine is retiring from the Lord Fairfax Health District. In addition to finding someone to fill his position on CPMT, a doctor to sign Certificates of Need must also be established.	Ms. Farrell to request guidance from the Office of Children's Services regarding how other localities get Certificates of Need signed for admittance into residential treatment.
Motion to Approve Consent Agenda, including all cases as distributed.		All items on the Consent Agenda, including all cases as distributed were approved, on motion by Dr. Devine, seconded by Mr. Roussos.

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		Motion was unanimously approved.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, July 14, 2016 at 2:00 p.m., Winchester Social Services Department, 24 Baker Street, Conference Room, Winchester, VA.	The meeting was adjourned on motion by Mr. Roussos and seconded by Ms. Blowe.

Attachments: Minutes of May 12, 2016 w/attachments
 Jun 2016 Financials
 CSA 2017 Allocation Table
 Administrative Memo #16-03 w/attachments
 Resolution 2015-03

Transcribed by CPG