

**Minutes**  
Winchester CPMT  
24 Baker Street, Board Room  
Thursday, June 8, 2017  
2:00 p.m.

**MEMBERS PRESENT**

Amber Dopkowski, Winchester Dept. Social Services  
Eden Freeman, City of Winchester  
Mark Gleason, Northwestern Community Services Board  
April Jenkins, Winchester/Frederick Health Department  
Lyda Kiser, Parent Representative  
Sarah Kish, Winchester Public Schools  
Peter Roussos, Dept. of Juvenile Justice  
Paul Scardino, National Counseling Group

**MEMBERS/OTHERS NOT PRESENT**

Mary Blowe, City of Winchester  
Kelly Bober, Child Advocacy Center

**Others Present:**

Karen Farrell, Winchester CSA Coordinator

**RECAP OF CPMT VOTES:**

**Motion:**

- Motion to approve agenda
- Motion to approve minutes from June 8, 2017 CPMT Meeting
- Motion to continue 45 day FAPT reviews for Special Education Private Day Placements
- 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:**

1<sup>st</sup>: Mr. Roussos  
2<sup>nd</sup>: Mr. Gleason  
1<sup>st</sup>: Mr. Gleason  
2<sup>nd</sup>: Ms. Dopkowski

1<sup>st</sup>: Ms. Kiser  
2<sup>nd</sup>: Mr. Scardino

1<sup>st</sup>: Mr. Roussos  
2<sup>nd</sup>: Mr. Gleason

**Status:**

Approved  
Unanimously  
Approved  
Approved  
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.

**Action:**

- 1<sup>st</sup>: Mr. Gleason
- 2<sup>nd</sup>: Mr. Scardino

**Status:**

- Approved
- Unanimously

- Motion to Approve All Cases, as discussed.

- 1<sup>st</sup>: Mr. Gleason
- 2<sup>nd</sup>: Ms. Freeman

- Approved
- Unanimously

- Motion to adjourn CPMT Meeting

- 1<sup>st</sup>: Mr. Roussos
- 2<sup>nd</sup>: Ms. Jenkins

- Approved
- Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Agenda</b>	The meeting was opened by Chair, Sarah Kish at 2:05 pm.	Mr. Roussos motioned to approve agenda, Mr. Gleason seconded..
<b>Approval of Minutes</b>	Motion to approve minutes from May 11, 2017, CPMT Meeting.	On Motion by Mr. Gleason and seconded by Ms. Dopkowski, the Minutes from the June 8, 2017, CPMT meeting were approved.
<b>Announcements</b>	Winchester Social Services has two new hires.	Ms. Farrell will set up a CSA/FAPT training time for the new hires.
<b>Financial Report</b>	<p>The Financial Presentation was distributed for June 1.</p> <p>Report: July 2017            Gross Expenditures: \$176,791.39            Expenditure Refunds: \$566.49            Net Expenditures: \$176,224.79            Local Dollars: \$78,223.79            Regular Medicaid Payments to Providers:\$633,927.94</p>	Ms. Farrell reviewed the report.

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	<p>Local Match: \$181,739.22</p> <p>Wrap Dollars Funds Beginning Balance: \$16,681.00            Encumbered: \$2,031.90            Disbursed: \$9,044.21            Remaining Funds: \$5,604.89</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00            Encumbered: \$3,910.20            Disbursed: \$14,761.79            Remaining Funds: \$1,490.01            Unduplicated CSA Case Count: 169            Average Spent per Child: \$12,720.05</p>	
<p><b>Old Business:</b></p> <p><b>a. UR Procedure for residential placements</b></p> <p><b>b. ASAM Criteria for SA Evaluations/ Treatment paid by CSA</b></p> <p><b>c. IACCT Update</b></p>	<p>Members would like to see proposal to use CSA money on a case to case basis to provide UR services for residential cases, which puts a cap on cost for the first year, to ensure return on investment.</p> <p>Team discussed only using providers for Substance Abuse Treatment/Evaluation, who use ASAM Criteria.</p> <p>IACCT implementation by Megellan started July 1, 2017. Winchester has had two referrals.</p>	<p>CSA Coordinator brought initial draft. Subcommittee will meet to discuss proposal.</p> <p>Ms. Farrell will send out a letter to Substance Abuse Treatment Providers, with recommended changes, notifying them of change beginning September 1, 2017.            Ms. Farrell will keep CPMT Members updated.</p> <p>Ms. Farrell will keep CPMT posted on how IACCT process is working.</p>
<p><b>New Business:</b></p> <p><b>a. Discuss Strategic Planning Meeting</b></p>	<p>Ms. Farrell distributed Strategic Planning Meeting Minutes with updated Strategic Plan.</p>	<p>CPMT Members reviewed Strategic Planning Meeting Minutes and updated Strategic Plan.</p>

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<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>b. Level A Group Home Transition Process July 1, 2017</b>	Ms. Farrell discussed upcoming process to transition Level A Group Homes to be licensed by DBHS by July1, 2018.	No action .
<b>c. 45 Day Review of Special Education Private Day Placements</b>	Ms. Kish asked CPMT to reconsider the requirement of bringing IEP Private Day and Residential Placements to FAPT every 45 days.	CPMT Members voted to continue 45 day FAPT reviews for Special Education Private Day Placements
<b>d. CSA Local Agency Annual Risk Assessment Survey</b>	OCS requires that one CPMT representative be chosen to complete the CSA Local Agency Annual Risk Assessment Survey online by July 24, 2017. .	Chairperson, Sarah Kish will complete the survey with assistance from Ms. Farrell. Mr. Gleason suggested that any concerns with the IACCT process be listed on the survey.
<b>Motion to Convene in Executive Session</b>	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.	Ms. Kish asked that the meeting move into Executive Session. On motion by Ms. Kiser seconded by Mr. Scardino, the meeting moved into Executive Session.
<b>Motion to Come Out of Executive Session &amp; Immediately Reconvene in Open Session</b>		Motion to come out of Executive Session by Mr. Roussos and seconded by Mr. Gleason. Approved unanimously.
<b>Motion to Certify Compliance by Roll Call Vote</b>	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. Scardino, and unanimously approved.

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<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Motion to Approve All Cases</b>	Motion to Approve all cases as discussed.	All cases were approved, on motion by Mr. Gleason seconded by Ms. Freeman. Motion was approved.
<b>Motion to Adjourn/Next Meeting Date</b>	The next CPMT meeting will be held Thursday, July 13, 2017 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. Jenkins

Attachments: June 1 Financials  
 July Attachments

Transcribed by kff