

Minutes
Winchester CPMT
24 Baker Street, Board Room
Thursday, August 9, 2018
2:00 p.m.

MEMBERS PRESENT

Amber Dopkowski, Winchester Dept. Social Services
Mary Blowe, City of Winchester
Mark Gleason, Northwestern Community Services Board
Sarah Kish, Winchester Public Schools
Dr. Colin Greene, Winchester/Frederick Health Department

MEMBERS/OTHERS NOT PRESENT

Peter Roussos, Dept. of Juvenile Justice
Paul Scardino, National Counseling Group

Others Present:

Karen Reinhardt, Winchester CSA Coordinator

RECAP OF CPMT VOTES:

Motion:

- Motion to approved Agenda

- Motion to approve minutes from July 12, 2018 CPMT Meeting

- 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. Gleason
2nd: Dr. Greene

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

1st: Dr. Greene
2nd: Ms. Kish

1st:: Mr. Gleason
2nd: Dr. Greene

Status:

Approved
Unanimously

Approved
with 2
abstentions

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. Gleason
2nd: Dr. Greene

- 1st: Mr. Gleason
2nd: Dr. Greene

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

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 2:00pm. Motion to approve Agenda.	1 st : Mr. Gleason 2 nd : Dr. Greene
Approval of Minutes	Motion to approve minutes from July 12, 2018 CPMT Meeting.	On Motion by Dr. Greene and seconded by Ms. Blowe the Minutes from the July 12, 2018, CPMT meetings were approved with 2 abstentions.
Announcements	Winchester Social Services, Justin Gerometta is Acting Foster Care Supervisor	No Action
Financial Report	The Financial Presentation was distributed for June (2) FY18 and July FY19. Report: June (2) 2018 Gross Expenditures: \$435,875.26 Expenditure Refunds: \$3,318.70 Net Expenditures: \$432,556.56 Local Dollars: \$193,487.99 Regular Medicaid Payments to Providers:\$762,048.94	Ms. Reinhardt reviewed the reports.

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	<p>Local Match: \$176,179.89</p> <p>Wrap Dollars Funds Beginning Balance: \$25,128.05 Encumbered: \$2,370 Disbursed: \$13,743.50 Remaining Funds: \$8,8189.55</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$2,000 Disbursed: \$10,305.00 Remaining Funds: \$7,857.00 Unduplicated CSA Case Count:211 Average Spent per Child: \$14,142.95</p> <p>Report: July 2018 - FY19 Gross Expenditures: \$85.00 Expenditure Refunds: \$0 Net Expenditures: \$85.00 Local Dollars: \$19.50 Regular Medicaid Payments to Providers: Unknown Local Match: Unknown</p> <p>Wrap Dollars Funds Beginning Balance: \$18,788.00 Encumbered: \$0 Disbursed: \$0 Remaining Funds: \$18,788.00</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00 Encumbered: \$0 Disbursed: \$0 Remaining Funds: \$20,162.00</p>	
<p>Old Business:</p> <p>a. RFP Update</p>	<p>Both Providers approved for Utilization Review Services have been notified by Mike Marzullo, and contracts have been sent out.</p>	<p>Ms. Reinhardt will meet with both providers to go over OCS form and service expectations. Ms. Reinhardt</p>

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<p>b. Fiscal Subcommittee Meeting</p> <p>c. Strategic Plan</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>Now that the Strategic Plan has been accepted, there needs to be time set aside to work on the plan.</p>	<p>will set up a training for Workers about service. Ms. Dopkowski recommended Ms. Reinhardt bring listing of Residential Cases to CPMT to ensure each case receives Utilization Review Services.</p> <p>Fiscal Subcommittee meeting is scheduled for August 15, 2018 at 11:30am at WDSS.</p> <p>The Team agreed to set aside one hour before every other CPMT meeting to work on the plan. This will begin on September 13 at 1:00pm. Ms. Reinhardt will send out invitations.</p>
<p>New Business:</p> <p>a. FY19 Allocations</p> <p>b. Administrative memo #18-06 Rates for Private Day Placements</p> <p>c. Administrative Memo #18-08 FY18 CSA Program Expenditure Year End</p>	<p>Ms. Reinhardt reported the FY19 Allocations to the City of Winchester by OCS as follows: Mandated Funds - \$2,200,246.00 Wrap Around Funds - \$18,788.00 Non-mandated Funds - \$20,162.00</p> <p>Ms. Reinhardt completed a survey to OCS with current rates for Private Day Placement Providers. The memo attached specifies that rate increases effective July 2019 are limited to two percent above the rates paid July 2018.</p> <p>Ms. Reinhardt explained that the last day to submit LEDRS reimbursement reports for FY18 is September 28, 2018, which is a Friday.</p>	<p>No Action</p> <p>No action.</p> <p>Ms. Reinhardt will ensure that all FY18 LEDRS are submitted on or before this date.</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</p>	<p>Ms. Dopkowski asked that the meeting move into</p>

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	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.	Executive Session. On motion by Dr. Greene, seconded by Ms. Kish, 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 Mr. Gleason and seconded by Dr. Greene. 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. Gleason seconded by Dr. Greene. Approved unanimously.
Motion to Approve All Cases	Motion to Approve all cases as discussed or amended.	All cases were approved, on motion by Mr. Gleason seconded by Dr. Greene. Motion was approved.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Thursday, September 13, 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: June (2) Financials
 July FY19 Financials
 Administrative Memo #18-06
 Administrative Memo #18-08

Transcribed by kfr