

# **CPMT PACKET**

**7/12/2018**

## **Winchester CPMT Agenda**

July 12, 2:00pm  
WDSS, 24 Baker St  
Winchester, VA 22601

### **Approve Minutes from 6/20/18**

#### **Announcements New Hires**

#### **Financial Report**

- a. June Financials

#### **Old Business**

- a. RFP Update
- b. New term for FAPT/CPMT Private Provider Representative and Parent Representative 2018
- c. Fiscal Subcommittee Meeting
- d. Strategic Plan

#### **New Business**

- a. Quarterly Local and Statewide Data Reports
- b. Questionnaire for FAPT – Why Parents are not coming

#### **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.*

#### **Motion to Come Out of Executive Session & Immediately Reconvene in Open Session**

#### **Motion to Certify Compliance by Roll Call Vote**

*Move that the members of the Winchester City 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**

#### **Motion to Adjourn**

**Next Meeting:** Thursday, August 9, 2018 at 2:00 at WDSS Boardroom

**JUNE MINUTES WITH  
MAY FINANCIALS**

**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:**

1<sup>st</sup>: Mr. Scardino  
2<sup>nd</sup>: Ms. Blowe  
1<sup>st</sup>: Mr. Scardino  
2<sup>nd</sup>: Ms. Blowe  
  
1<sup>st</sup>: Ms. Blowe  
2<sup>nd</sup>: Mr. Scardino  
1<sup>st</sup>: Mr. Scardino  
2<sup>nd</sup>: Ms. Wingfield  
  
1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Mr. Scardino  
  
1<sup>st</sup>: Ms. Wingfield  
2<sup>nd</sup>: Ms. Blowe  
  
1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Mr. Scardino  
1<sup>st</sup>: Ms. Bober  
2<sup>nd</sup>: Dr. Greene

**Status:**

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

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

**Motion:**

- Motion to come out of Executive Session

**Action:**

1<sup>st</sup>: Dr. Greene  
 2<sup>nd</sup>: Ms. Bober

**Status:**

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.

1<sup>st</sup>: Ms. Bober  
 2<sup>nd</sup>: Ms. Blower

Approved  
 Unanimously

- Motion to Approve All Cases, as discussed or amended.

1<sup>st</sup>: Ms. Blowe  
 2<sup>nd</sup>: Ms. Bober

Approved  
 Mr. Scardino  
 abstained  
 from 5 cases.

- Motion to adjourn CPMT Meeting

1<sup>st</sup>: Dr. Greene  
 2<sup>nd</sup>: Ms. Blowe

Approved  
 Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Agenda</b>	The meeting was opened by Acting Chairperson, Mark Gleason at 1:02pm. Motion to approve agenda	1 <sup>st</sup> : Mr. Scardino 2 <sup>nd</sup> : Ms. Blowe
<b>Approval of Minutes</b>	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
<b>Announcements</b>	No announcements	No action
<b>Financial Report</b>	The Financial Presentation was distributed for May 2018.  Report: May 2018 Gross Expenditures: \$343,414.93	Ms. Reinhardt reviewed the reports.

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

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><b>Old Business:</b></p> <p><b>a. Strategic Planning Meeting</b></p> <p><b>b. RFP Update</b></p> <p><b>c. New term for FAPT/CPMT Private Provider and Parent Representatives 2018.</b></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>

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

Item	Discussion	Action
<p><b>d. Fiscal Subcommittee Meeting</b></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>1<sup>st</sup>: Dr. Greene            2<sup>nd</sup>: Mr. Scardino            Approved unanimously</p> <p>1<sup>st</sup>: Ms. Wingfield            2<sup>nd</sup>: Ms. Blowe            Approved unanimously            Ms. Reinhardt will reschedule the Fiscal Subcommittee meeting and send out invitations.</p>
<p><b>New Business:</b></p> <p><b>a. Rotation of CPMT Chairperson and Vice Chairperson</b></p> <p><b>b. New CPMT Resolution for FY19</b></p> <p><b>c. CSA Self-Assessment Finding Letter</b></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>1<sup>st</sup>: Dr. Greene            2<sup>nd</sup>: 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>

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

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<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.	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.
<b>Motion to Come Out of Executive Session &amp; Immediately Reconvene in Open Session</b>		Motion to come out of Executive Session by Dr. Greene and seconded by Ms. Bober. 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 Ms. Bober seconded by Ms. Blowe. Approved unanimously.
<b>Motion to Approve All Cases</b>	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.
<b>Motion to Adjourn/Next Meeting Date</b>	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



# **MAY FINANCIALS**

**CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 1**

<b>DATE:</b> June 08, 2018	<b>FOR PERIOD ENDING:</b> May 31, 2018 <b>Report ID:</b> 29570
<b>LOCALITY:</b> Winchester -FIPS 840	<b>Contact Peerson:</b> Karen Reinhardt (Farrell) <b>Phone Number:</b> 540-542-6573

**PART 1 - EXPENDITURE DESCRIPTION**

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
<b>1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES</b>						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$11,680.12	\$13,065.75	(\$1,385.63)	(\$794.52)	(\$591.11)
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$14,565.00	\$0.00	\$14,565.00	\$8,351.57	\$6,213.43
1d. Non-Mandated Services/Residential/Congregate	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	\$0.4587	\$51,774.20	\$0.00	\$51,774.20	\$23,748.83	\$28,025.37
<b>2. OTHER MANDATED SERVICES</b>						
2a. Treatment Foster Care - IV-E	\$0.4587	\$77,954.81	\$133.82	\$77,820.99	\$35,696.49	\$42,124.50
2a.1 Treatment Foster Care	\$0.4587	\$71,391.55	\$9,931.69	\$61,459.86	\$28,191.64	\$33,268.22
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b. Specialized Foster Care - IV-E ; Community Based Services	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1 Specialized Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c. Family Foster Care - IV-E ; Community Based Services	\$0.2294	\$5,523.20	\$3.40	\$5,519.80	\$1,266.24	\$4,253.56
2d. Family Foster Care Maintenance only	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4587	\$18,000.53	\$614.22	\$17,386.31	\$7,975.10	\$9,411.21
2f.	Community - Based Services	\$0.2294	\$39,239.11	\$3,283.71	\$35,955.40	\$8,248.17	\$27,707.23
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$1,872.20	\$0.00	\$1,872.20	\$429.48	\$1,442.72
2g.	Special Education Private Day Placement	\$0.4587	\$47,070.81	\$0.00	\$47,070.81	\$21,591.38	\$25,479.43
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$3,765.90	\$0.00	\$3,765.90	\$1,727.42	\$2,038.48
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2294	\$577.50	\$0.00	\$577.50	\$132.48	\$445.02
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$343,414.93</b>	<b>\$27,032.59</b>	<b>\$316,382.34</b>	<b>\$136,564.27</b>	<b>\$179,818.07</b>

**CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 2**

PART 2 - EXPENDITURE REFUND DESCRIPTION		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$8,991.43
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,957.00
Child Support Collections through DCSE	040	\$1,328.51
Pool prior-reported expenditures re-claimed under IV-E	050	\$11,955.65
Other: #getforminfo.COMMENTS#	090	\$2,800.00
<b>TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).</b>		<b>\$27,032.59</b>

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

chart B

**Transaction History**

**Pool Reimbursement History**

Match Rate: 0.4587		Total Amount	State	Local	
Beginning Balance		\$1,631,291.05	\$882,966.00	\$748,325.05	
Status	Period End Date	Date Filed	Total Amount	State	Local
<u>9</u>	7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
<u>9</u>	8/31/2017	9/6/2017	\$89,710.06	\$53,942.57	\$35,767.49
<u>9</u>	9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
<u>9</u>	10/31/2017	11/3/2017	\$234,055.53	\$133,878.64	\$100,176.89
<u>9</u>	11/30/2017	12/8/2017	\$163,289.00	\$94,523.55	\$68,765.45
<u>9</u>	12/31/2017	1/10/2018	\$299,413.32	\$164,655.90	\$134,757.42
<u>9</u>	1/31/2018	2/5/2018	\$148,646.83	\$80,995.38	\$67,651.45
<u>9</u>	2/28/2018	3/12/2018	\$356,765.54	\$207,079.74	\$149,685.80
<u>9</u>	3/31/2018	4/11/2018	\$284,778.22	\$158,967.39	\$125,810.83
<u>9</u>	4/30/2018	5/15/2018	\$420,013.67	\$239,537.29	\$180,476.38
<u>5</u>	5/31/2018	6/8/2018	\$316,382.34	\$179,818.07	\$136,564.27
Pool Reimbursement Expenditure Totals			\$2,423,578.67	\$1,375,801.42	\$1,047,777.25

**Supplement History**

Period End Date	Date Filed	Total Amount	State	Local
	4/16/2018	\$919,943.00	\$564,640.00	\$355,303.00
Supplement Totals		\$919,943.00	\$564,640.00	\$355,303.00
CSA System Balance(With Wrap)		\$127,655.38	\$71,804.58	\$55,850.80

**Transaction History without WRAP Dollars**

**Pool Reimbursement History**

Match Rate: 0.4587		Total Amount	State	Local
Beginning Balance		\$1,606,163.00	\$869,365.00	\$736,798.00
Period End Date	Date Filed	Total Amount	State	Local
7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
8/31/2017	9/6/2017	\$89,560.06	\$53,861.37	\$35,698.69
9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
10/31/2017	11/3/2017	\$232,175.13	\$132,860.78	\$99,314.35
11/30/2017	12/8/2017	\$161,212.00	\$93,399.27	\$67,812.73
12/31/2017	1/10/2018	\$295,860.22	\$162,732.61	\$133,127.61
1/31/2018	2/5/2018	\$146,742.83	\$79,964.74	\$66,778.09
2/28/2018	3/12/2018	\$356,765.54	\$207,079.74	\$149,685.80
3/31/2018	4/11/2018	\$284,365.12	\$158,743.78	\$125,621.34
4/30/2018	5/15/2018	\$420,013.67	\$239,537.29	\$180,476.38
5/31/2018	6/8/2018	\$312,616.44	\$177,779.58	\$134,836.86
Pool Reimbursement Expenditure Totals - WRAP only		\$2,409,835.17	\$1,368,362.06	\$1,041,473.11

Supplement History

Period End Date	Date Filed	Total Amount	State	Local
	4/16/2018	\$919,943.00	\$564,640.00	\$355,303.00
Supplement Totals		\$919,943.00	\$564,640.00	\$355,303.00
CSA System Balance(Non-Wrap)		\$116,270.83	\$65,642.94	\$50,627.89

Transaction History WRAP dollars only

Pool Reimbursement History - WRAP only

Beginning Balance		\$17,738.00	\$9,601.00	\$8,137.00
Period End Date	Date Filed	Total Amount	State	Local
8/31/2017	9/6/2017	\$150.00	\$81.20	\$68.81
10/31/2017	11/3/2017	\$1,880.40	\$1,017.86	\$862.54
11/30/2017	12/8/2017	\$2,077.00	\$1,124.28	\$952.72
12/31/2017	1/10/2018	\$3,553.10	\$1,923.29	\$1,629.81

<b>Beginning Balance</b>		<b>\$17,738.00</b>	<b>\$9,601.00</b>	<b>\$8,137.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
1/31/2018	2/5/2018	\$1,904.00	\$1,030.64	\$873.36
3/31/2018	4/11/2018	\$413.10	\$223.61	\$189.49
5/31/2018	6/8/2018	\$3,765.90	\$2,038.48	\$1,727.42
Pool Reimbursement Expenditure Totals - WRAP only		\$13,743.50	\$7,439.36	\$6,304.14

WRAP Allocation Modification History

Period End Date	Date Filed	Total Amount	State	Local
	1/31/2018	\$7,390.05	\$4,000.00	\$3,390.05
WRAP Allocation Modification Totals		\$7,390.05	\$4,000.00	\$3,390.05
CSA Balance (WRAP only)		\$11,384.55	\$6,161.64	\$5,222.91

**WRAP-AROUND SERVICES FOR STUDENTS WITH DISABILITIES**  
**FY18**

Chart C

Child	33	43	42	39
Agency	WPS	WPS	WPS	NREP
Worker	McKiernan	Morris	Morris	Clatterbuck
MONTH				
JUL	\$ -	\$ -	\$ -	\$ -
AUG	-	-	-	150.00
SEP	-	-	-	-
OCT	-	-	1,005.00	275.40
NOV	-	-	2,077.00	-
DEC	-	-	-	1,813.10
JAN	-	-	804.00	1,100.00
FEB	-	-	-	-
MAR	-	-	-	413.10
APR	-	-	2,340.90	1,425.00
MAY	-	-	-	-
JUN	-	-	-	-
JUN (2)	-	-	-	-
<b>CHILD TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,886.00</b>	<b>\$ 5,942.50</b>
			<b>\$ 3,915.00</b>	<b>\$ 13,743.50</b>
				<b>MONTH TOTAL</b>
				<b>\$ -</b>
				<b>150.00</b>
				<b>-</b>
				<b>1,880.40</b>
				<b>2,077.00</b>
				<b>3,553.10</b>
				<b>1,904.00</b>
				<b>-</b>
				<b>413.10</b>
				<b>3,765.90</b>
				<b>-</b>
				<b>-</b>

Beginning Balance	25,128.05
(Less) Disbursed	13,743.50
(Less) Encumbered	2,370.00
<b>Remaining Funds</b>	<b><u>\$ 9,014.55</u></b>

# NON-MANDATED FUNDS FY 2018

Chart D

CHILD #	39	45	44	41
Agency Worker	NREP Clatterbuck	CSB Trichler	DJJ Marsten	WPS McKiernan
MONTH				
JUL	\$ -	\$ -	\$ -	\$ -
AUG	\$ -	\$ -	\$ -	\$ -
SEP	\$ -	\$ -	\$ -	\$ -
OCT	\$ -	\$ -	\$ -	\$ -
NOV	\$ -	\$ -	\$ -	\$ -
DEC	\$ -	\$ -	1,690.00	1,690.00
JAN	\$ -	\$ -	\$ -	\$ -
FEB	375.00	812.50	650.00	1,837.50
MAR	2,295.00	-	1,137.50	3,432.50
APR	-	162.50	552.50	715.00
MAY	-	-	577.50	577.50
JUN	-	-	-	-
JUN (2)	-	-	-	-
CHILD TOTAL	\$ -	\$ 2,670.00	\$ 975.00	\$ 4,607.50
				\$ 8,252.50

Beginning Balance	\$ 20,162.00
(Less) Disbursed	\$ 8,252.50
(Less) Encumbered	\$ 4,253.15
<b>Remaining Funds</b>	<b>\$ 7,656.35</b>



COMPARISON CHART

Chart E

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018
JUL	\$ 9,458.29	\$ 5,069.89	\$ 3,038.21	\$ 3,166.90	\$ 166.42	\$ 271.75	\$ 1,302.55	\$ 4,079.00	\$ 9,323.78
AUG	145,415.77	113,164.41	145,670.33	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37
SEP	128,872.42	140,623.38	126,252.80	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38
OCT	159,100.81	125,383.16	113,566.55	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05
NOV	117,450.86	161,810.81	117,093.83	112,159.19	109,379.65	164,640.34	112,255.06	263,196.39	167,022.33
DEC	111,673.88	107,885.14	101,861.19	116,376.55	103,366.41	204,456.19	138,115.97	177,478.64	303,816.49
JAN	130,627.75	142,931.48	151,908.54	163,869.33	108,602.83	105,557.78	130,966.48	180,727.59	153,884.03
FEB	83,063.75	133,838.60	121,575.88	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	358,629.62
MAR	119,700.47	144,940.45	117,899.40	120,469.59	66,667.82	100,991.97	128,104.07	201,250.48	287,487.48
APR	136,286.49	160,351.57	101,993.55	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	429,620.82
MAY	128,319.69	173,228.70	121,909.56	127,960.48	30,652.63	123,540.61	236,832.42	290,393.99	343,414.93
JUN	132,160.41	111,218.28	126,270.80	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	
JUN (2)	143,870.07	212,852.44	155,010.08	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	
FY TOTAL	1,546,000.68	1,733,298.31	1,504,050.72	1,464,585.07	1,116,509.78	1,884,710.40	1,803,530.95	2,503,626.98	2,483,478.29
CSA Local Share	616,075.51	716,796.97	642,150.99	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	
Medicaid Pay	542,278.28	445,437.88	26,551.56	202,738.74	124,307.44	269,383.88	355,237.98	520,803.30	688,282.72
Med. Loc. Match	95,542.20	82,464.82	7,612.00	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	160,557.05
# Children Served	114	116	97	unduplicated youth served YTD 75	unduplicated youth served YTD 91	unduplicated youth served YTD 112	unduplicated youth served YTD 151	unduplicated youth served YTD 178	unduplicated youth served YTD 199
Average per child									
	\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 12,479.80					

NOTE: \* Indicates gross expenditures (excluding any refunds)

Chart F

CITY OF WINCHESTER  
 CSA FUND BALANCE  
 CHILDREN'S SERVICE ACT (CSA)

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED CREDIT AUTHORIZATIONS & POSOS	ADJUSTED FUND BALANCE
:18 CSA MANDATED 17/18 ASSIST	20,000.00	30,652.76	(10,652.76)	0.00	(10,652.76)	0.00	(10,652.76)
:18 CSA MANDATED 17/18 POS	2,506,106.00	2,371,685.91	134,420.09	724,647.01	(590,226.92)	36,236.56	(626,463.48)
:18 CSA NON-MANDATED 17/18 POS	20,162.00	8,252.50	11,909.50	4,253.15	7,656.35	0.00	7,656.35
:18 CSA W/A SRVS FOR STUDENTS 17/18 POS	25,128.05	13,743.50	11,384.55	2,370.00	9,014.55	0.00	9,014.55
:19 CSA MANDATED 18/19 POS	0.00	0.00	0.00	144,120.33	(144,120.33)	18,128.20	(162,248.53)
:19 CSA NON-MANDATED 18/19 POS	0.00	0.00	0.00	2,000.00	(2,000.00)	0.00	(2,000.00)
	2,571,396.05	2,424,334.67	147,061.38	877,390.49	(730,329.11)	54,364.76	(784,693.87)

Chart G

Estimated Remaining CSA Balance for Fiscal Year	
<b>FISCAL YEAR BUDGET</b>	<b>\$3,216,148.00</b>
Less: YTD Expenditures	\$ 2,448,051.58
	<hr/>
	\$ 768,096.42
LESS: Encumbered Funds	\$ 767,506.72
ADD: Funds to Unencumber	\$ 12,208.00
	<hr/>
	\$ 12,797.70
LESS: Pending Payments	\$ 5,600.00
LESS: Remaining Clothing Allowances	\$ -
LESS: Projected Expenditures thru June	
LESS: Recurring Payments	\$ 6,995.81
	<hr/>
<b>Estimated Remaining CSA Balance</b>	<b>\$ 201.89</b>
	<hr/>

**(LIMITED)**  
**JUNE FINANCIALS**

Chart A

07/10/2018

CITY OF WINCHESTER  
 CSA EXPENDITURES LEDRS UPLOAD FILE  
 FROM 06/01/2018 TO 06/30/2018  
 FISCAL YEAR ENDING 06/30/2018

CODE	SUBCATEGORY	GROSS EXPENDITURES	REFUNDS & ADJUSTMENTS	NET EXPENDITURES
1B	FC RESIDENTIAL CONGREGATE CARE	9,381.00	1,029.15	8,351.85
1E	EDUCATION SERVICES - CONGREGATE CARE	4,472.00	0.00	4,472.00
2A	TREATMENT FOSTER CARE (IV-E)	33,839.00	18.48	33,820.52
2A1	TREATMENT FOSTER CARE	12,620.50	1,537.45	11,083.05
2C	FAMILY FOSTER CARE IV-E COMMUNITY BASED	186.00	2.72	183.28
2E	FAMILY FC-ALL OTHER PAYMENTS	1,000.44	713.27	287.17
2F	COMMUNITY BASED SERVICES	5,034.50	201.15	4,833.35
TOTAL EXPENDITURES		66,533.44	3,502.22	63,031.22

2	010 CANCELLATIONS		155.00	
12	010 CANCELLATIONS (REVERSAL)		0.00	
3	010 VENDOR REFUNDS		0.00	
13	010 VENDOR REFUNDS - (REVERSAL)		0.00	
4	020 PARENTAL CO-PAYMENTS		0.00	
14	020 PARENTAL CO-PAYMENTS (REVERSAL)		0.00	
6	030 PAYMENT MADE ON BEHALF OF THE CHILD (SSA, SSI, VA Benefits)		1,952.00	
16	030 PAYMENT MADE ON BEHALF OF THE CHILD (REVERSAL)		0.00	
5	040 CHILD SUPPORT COLLECTION THROUGH DCSE		1,395.22	
15	040 CHILD SUPPORT COLLECTION THROUGH DCSE (REVERSAL)		0.00	
7	050 TRANSFER FROM CSA TO TITLE IV-E		0.00	
8	050 TRANSFER FROM TITLE IV-E TO CSA		0.00	
10	090 OTHER CREDITS		0.00	
11	090 OTHER DEBITS		0.00	
TOTAL REFUND/ADJUSTMENTS			3,502.22	

REFUNDS ARE PRESENTED AS POSITIVE NUMBERS.

Chart B

Transaction History					
Pool Reimbursement History					
Match Rate: 0.4587			Total Amount	State	Local
Beginning Balance			\$1,631,291.05	\$882,966.00	\$748,325.05
Status	Period End Date	Date Filed	Total Amount	State	Local
<u>9</u>	7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
<u>9</u>	8/31/2017	9/6/2017	\$89,710.06	\$53,942.57	\$35,767.49
<u>9</u>	9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
<u>9</u>	10/31/2017	11/3/2017	\$234,055.53	\$133,878.64	\$100,176.89
<u>9</u>	11/30/2017	12/8/2017	\$163,289.00	\$94,523.55	\$68,765.45
<u>9</u>	12/31/2017	1/10/2018	\$299,413.32	\$164,655.90	\$134,757.42
<u>9</u>	1/31/2018	2/5/2018	\$148,646.83	\$80,995.38	\$67,651.45
<u>9</u>	2/28/2018	3/12/2018	\$356,765.54	\$207,079.74	\$149,685.80
<u>9</u>	3/31/2018	4/11/2018	\$284,778.22	\$158,967.39	\$125,810.83
<u>9</u>	4/30/2018	5/15/2018	\$420,013.67	\$239,537.29	\$180,476.38
<u>9</u>	5/31/2018	6/8/2018	\$316,382.34	\$179,818.07	\$136,564.27
Pool Reimbursement Expenditure Totals			\$2,423,578.67	\$1,375,801.42	\$1,047,777.25
Supplement History/Allocation Adjustment					
Supplement/Adjustment	Date Filed	Total Amount	State	Local	
Supplement	4/16/2018	\$919,943.00	\$564,640.00	\$355,303.00	
Supplement/Adjustment Totals		\$919,943.00	\$564,640.00	\$355,303.00	
CSA System Balance(With Wrap)		\$127,655.38	\$71,804.58	\$55,850.80	

Transaction History without WRAP Dollars					
Pool Reimbursement History					

Match Rate: 0.4587		Total Amount	State	Local
Beginning Balance		\$1,606,163.00	\$869,365.00	\$736,798.00
Period End Date	Date Filed	Total Amount	State	Local
7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
8/31/2017	9/6/2017	\$89,560.06	\$53,861.37	\$35,698.69
9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
10/31/2017	11/3/2017	\$232,175.13	\$132,860.78	\$99,314.35
11/30/2017	12/8/2017	\$161,212.00	\$93,399.27	\$67,812.73
12/31/2017	1/10/2018	\$295,860.22	\$162,732.61	\$133,127.61
1/31/2018	2/5/2018	\$146,742.83	\$79,964.74	\$66,778.09
2/28/2018	3/12/2018	\$356,765.54	\$207,079.74	\$149,685.80
3/31/2018	4/11/2018	\$284,365.12	\$158,743.78	\$125,621.34
4/30/2018	5/15/2018	\$420,013.67	\$239,537.29	\$180,476.38
5/31/2018	6/8/2018	\$312,616.44	\$177,779.58	\$134,836.86
Pool Reimbursement Expenditure Totals - WRAP Only		\$2,409,835.17	\$1,368,362.06	\$1,041,473.11

Supplement History/Allocation Adjustment

Supplement/Adjustment	Date Filed	Total Amount	State	Local
Supplement	4/16/2018	\$919,943.00	\$564,640.00	\$355,303.00
Supplement/Adjustment Totals		\$919,943.00	\$564,640.00	\$355,303.00
CSA System Balance(Non-Wrap)		\$116,270.83	\$65,642.94	\$50,627.89

Transaction History WRAP dollars only

Pool Reimbursement History - WRAP only

Beginning Balance		\$17,738.00	\$9,601.00	\$8,137.00
Period End Date	Date Filed	Total Amount	State	Local
8/31/2017	9/6/2017	\$150.00	\$81.20	\$68.81
10/31/2017	11/3/2017	\$1,880.40	\$1,017.86	\$862.54
11/30/2017	12/8/2017	\$2,077.00	\$1,124.28	\$952.72
12/31/2017	1/10/2018	\$3,553.10	\$1,923.29	\$1,629.81

<b>Beginning Balance</b>		<b>\$17,738.00</b>	<b>\$9,601.00</b>	<b>\$8,137.00</b>
<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
1/31/2018	2/5/2018	\$1,904.00	\$1,030.64	\$873.36
3/31/2018	4/11/2018	\$413.10	\$223.61	\$189.49
5/31/2018	6/8/2018	\$3,765.90	\$2,038.48	\$1,727.42
<b>Pool Reimbursement Expenditure Totals - WRAP only</b>		<b>\$13,743.50</b>	<b>\$7,439.36</b>	<b>\$6,304.14</b>

## WRAP Allocation Modification History

<b>Period End Date</b>	<b>Date Filed</b>	<b>Total Amount</b>	<b>State</b>	<b>Local</b>
	1/31/2018	\$7,390.05	\$4,000.00	\$3,390.05
<b>WRAP Allocation Modification Totals</b>		<b>\$7,390.05</b>	<b>\$4,000.00</b>	<b>\$3,390.05</b>
<b>CSA Balance (WRAP only)</b>		<b>\$11,384.55</b>	<b>\$6,161.64</b>	<b>\$5,222.91</b>



Chart C

WRAP-AROUND SERVICES FOR STUDENTS WITH DISABILITIES  
FY18

Child	33	43	42	39
Agency	WPS	WPS	WPS	NREP
Worker	Mckiernan	Morris	Morris	Clatterbuck
MONTH				
JUL	\$ -	\$ -	\$ -	\$ -
AUG	-	-	-	150.00
SEP	-	-	-	-
OCT	-	1,005.00	275.40	600.00
NOV	-	2,077.00	-	-
DEC	-	-	1,813.10	1,740.00
JAN	-	804.00	1,100.00	-
FEB	-	-	-	-
MAR	-	-	413.10	-
APR	-	-	2,340.90	1,425.00
MAY	-	-	-	-
JUN	-	-	-	-
JUN (2)	-	-	-	-
CHILD TOTAL	\$ -	\$ 3,886.00	\$ 5,942.50	\$ 3,915.00
				\$ 13,743.50

Beginning Balance 25,128.05  
 (Less) Disbursed 13,743.50  
 (Less) Encumbered 3,195.00  
**Remaining Funds \$ 8,189.55**

## NON-MANDATED FUNDS FY 2018

Chart D

CHILD #	39	45	44	41
-----				
Agency	NREP	CSB	DJJ	WPS
Worker	Clatterbuck	Trichter	Marsten	McKiernan
-----				
MONTH				MONTH TOTAL
JUL	\$ -	\$ -	\$ -	\$ -
AUG	-	-	-	-
SEP	-	-	-	-
OCT	-	-	-	-
NOV	-	-	-	-
DEC	-	-	1,690.00	1,690.00
JAN	-	-	-	-
FEB	-	375.00	812.50	1,837.50
MAR	-	2,295.00	-	3,432.50
APR	-	-	162.50	715.00
MAY	-	-	577.50	577.50
JUN	-	-	-	-
JUN (2)	-	-	-	-
CHILD TOTAL	\$ -	\$ 2,670.00	\$ 975.00	\$ 4,607.50
				\$ 8,252.50

Beginning Balance	\$ 20,162.00
(Less) Disbursed	\$ 8,252.50
(Less) Encumbered	\$ 7,003.15
<b>Remaining Funds</b>	<b>\$ 4,906.35</b>

Chart E

COMPARISON CHART

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	* FY 2018
JUL	\$ 9,458,29	\$ 5,089,89	\$ 3,038,21	\$ 3,186,90	\$ 186,42	\$ 271,75	\$ 1,302,55	\$ 4,079,00	\$ 9,323,78
AUG	145,415.77	113,164.41	145,670.33	92,757.41	70,156.19	66,462.27	135,400.49	99,087.33	92,091.37
SEP	128,872.42	140,623.38	126,252.80	146,176.67	76,193.02	121,923.88	130,355.82	212,702.49	101,200.38
OCT	159,100.81	125,383.16	113,566.55	132,011.04	76,052.90	126,088.83	122,947.92	176,771.37	236,988.05
NOV	117,450.86	161,810.81	117,093.83	112,159.19	109,379.65	164,840.34	112,255.06	263,196.39	167,022.33
DEC	111,673.88	107,885.14	101,861.19	116,376.55	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49
JAN	130,627.75	142,931.48	151,908.54	163,889.33	108,602.83	105,557.78	130,966.48	180,727.59	153,884.03
FEB	83,063.75	133,838.60	121,575.88	107,440.05	115,147.77	183,358.95	137,059.14	171,494.42	358,629.62
MAR	119,700.47	144,940.45	117,899.40	120,489.59	66,667.82	100,991.97	128,104.07	201,250.48	287,487.49
APR	136,286.49	160,351.57	101,993.55	108,460.48	152,250.00	153,605.45	157,691.90	196,282.65	429,620.82
MAY	128,319.69	173,228.70	121,909.56	127,950.48	30,652.63	123,540.61	236,832.42	290,393.99	343,414.93
JUN	132,160.41	111,218.28	126,270.80	87,566.12	89,193.60	145,627.68	191,156.32	176,224.90	66,533.44
JUN (2)	143,870.07	212,852.44	155,010.08	136,161.26	118,678.54	168,184.70	181,342.81	353,937.73	
FY TOTAL	1,546,000.86	1,733,298.31	1,504,050.72	1,454,585.07	1,116,509.78	1,884,710.40	1,803,530.95	2,503,626.98	2,650,012.73
CSA Local Share	616,075.51	716,796.97	642,150.99	633,091.05	483,421.66	485,092.18	802,718.74	1,128,848.49	
Medicaid Pay	542,278.28	445,437.88	26,551.56	202,736.74	124,307.44	269,383.88	355,237.98	520,803.30	688,282.72
Med. Loc. Match	95,542.20	82,464.82	7,612.00	58,122.66	35,637.39	77,228.99	101,842.29	149,307.80	180,557.05
# Children Served	114	116	97	75	91	112	151	178	209
				unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD	unduplicated youth served YTD
Average per child									
	\$ 14,863.49	\$ 11,943.91	\$ 14,065.32	\$ 12,201.02					

NOTE: \* Indicates gross expenditures (excluding any refunds)

Chart G

Estimated Remaining CSA Balance for Fiscal Year

<b>FISCAL YEAR BUDGET</b>	<b>\$3,216,148.00</b>	
Less: YTD Expenditures	<u>\$ 2,510,735.14</u>	Doc D
	\$ 705,412.86	Doc D
LESS: Encumbered Funds	\$ 778,180.92	Doc A
ADD: Funds to Unencumber	<u>\$ 12,208.00</u>	Doc B
	\$ (60,560.06)	
LESS: Pending Payments		
LESS: Remaining Clothing Allowances		Doc C
LESS: Projected Expenditures thru June		Doc B
LESS: Recurring Payments		
<b>Estimated Remaining CSA Balance</b>	<u><u>\$ (60,560.06)</u></u>	

CITY OF WINCHESTER  
 CSA FUND BALANCE  
 CHILDREN'S SERVICE ACT (CSA)

Chart F

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED		ADJUSTED FUND BALANCE
						CREDIT AUTHORIZATIONS & POSOS	FUND BALANCE	
C18 CSA MANDATED 17/18 ASSIST	20,000.00	36,556.98	(16,556.98)	0.00	(16,556.98)	0.00		(16,556.98)
C18 CSA MANDATED 17/18 POS	2,506,106.00	2,712,572.65	(206,466.65)	358,445.72	(564,912.37)	19,321.58		(584,233.95)
C18 CSA NON-MANDATED 17/18 POS	20,162.00	9,205.00	10,957.00	3,873.15	7,083.85	0.00		7,083.85
C18 CSA W/A SRVS FOR STUDENTS 17/18 POS	25,128.05	15,724.10	9,403.95	825.00	8,578.95	0.00		8,578.95
C19 CSA MANDATED 18/19 POS	0.00	0.00	0.00	373,596.89	(373,596.89)	175,220.11		(548,817.00)
C19 CSA NON-MANDATED 18/19 POS	0.00	0.00	0.00	2,000.00	(2,000.00)	2,500.00		(4,500.00)
	2,571,396.05	2,774,058.73	(202,662.68)	738,740.76	(941,403.44)	197,041.69		(1,138,445.13)

# **JULY ATTACHMENTS**

## Strategic Plan Outstanding Goals

### Strategic Target Area: Common Ground through Education, Training, and Shared Expectations

Goal 1: Develop an orientation program/training program for CPMT, FAPT and Case Managers to address relevant topics, improve skills/identify needs and to create a common understanding of roles and expectations of each level of CSA process. **HIGH**

Champion:

Supporting Staff:CPMTI

Key Tasks/Activities	Target Dates
1. Identify orientation training material that should be addressed and what is specifically needed for the CPMT, FAPT, and case managers. Determine whether material already exists or needs to be created. If it needs to be created, identify a work group to do so. One Manual should be created for both CPMT and FAPT and added to Winchester Website.	Partially Completed 7/31/18
2. CSA Basics Power Point will be added to Winchester Website. CSA Coordinator will create a PDF of training and send to Amy Simmons.	7/31/18
3. Develop packet/binder(CPMT/FAPT)	Partially Completed 7/31/18
4. Binders to be put on Winchester Website so they can be readily accessed by CPMT and FAPT Members as needed.	7/31/18
5. Implement orientation training for existing members (CPMT, FAPT, Case Managers)	Completed
6. Implement orientation for new members (ongoing)	Completed
7. New hires will be announced at CPMT meetings, so CSA Coordinator can set up training for them.	Completed
8. Send out annual survey to case managers, FAPT, CPMT members to develop top training needs	4/13/18
9. Prioritize topics and review with CPMT annually	7/1/18
10. Determine organizations/agencies/providers with appropriate expertise and inquire regarding willingness to provider training	Ongoing July/Aug
11. Identify location and schedule training - send invites	July/Aug
12. Schedule a joint meeting between CPMT and FAPT to discuss roles and responsibilities as a follow up to the training bi-annually.	7/31/18
13. Schedule quarterly joint meetings between CPMT and FAPT to discuss relevant issues	7/31/18

**Goal 2: Ensure Appropriate Outcomes for FAPT Process and Purchased Services**

**Champion:** Supporting Staff: CPMT

<b>Key Tasks/Activities</b>	<b>Target Dates</b>
1. Define provider responsibilities	Partially Completed
2. Possible MOU/Statement of Expectations for Providers will be discussed.	Partially Completed
3. Define desired outcomes reporting formats	Partially Completed
4. Define specific outcomes to follow	Partially Completed
5. Incorporate outcomes reporting into statements of expectations for providers	Partially Completed
6. Consider how to structure contracts that enable provider to have time and resources to create desired reports (Note: Paul to assist with this information)	Partially Completed
7. Develop and implement a survey for families and partners to measure if they were satisfied with the FAPT process and the services provided.	8/30/18
8. Look into website for direct link to CSA Coordinator, so families and partners can provide feedback.	8/30/18
9. CSA Coordinator will provide local and statewide data reports to CPMT quarterly.	7/20/18

**Goal 3: Increase family participation in FAPT.**

**Champion:** Supporting Staff: CPMT

<b>Key Tasks/Activities</b>	<b>Target Dates</b>
1. CSA Coordinator will develop a questionnaire each FAPT in order to find out why families are not attending. (ex. Work, not invited, etc)	8/30/18
2. CSA Coordinator will train staff about the requirement of inviting families to staff and provide the FAPT invitation letter for them to use.	8/30/18
3. CSA Coordinator will talk to the FAPT Members about ways to make the room feel more family friendly, such as table position and seating arrangements	8/30/18
4. Winchester will utilize Family Team Meetings whenever possible in order to encourage family participation.	8/30/18



Office of Children's Services

Locality - Service Placement Type Report

Data Source : LEDRS

Fiscal Year 2018 Quarter 3

Selected Locality(s) 840 - Winchester

Selected Primary All  
Mandate Type(s)

SPT	SPT Description	Unduplicated Child Count	#Service days	Total Gross YTD	Avg Expenditure per Child	Per Diem	Avg Length of Stay
1	Community Service	138	9,474	\$345,531	\$2,540.67	\$36.47	69.15
2	Community Transition Services	10	362	\$48,308	\$4,830.60	\$133.44	36.20
3	Intensive Care Coordination	0	0	\$0	\$0.00	\$0.00	0.00
4	Intensive In-Home	0	0	\$0	\$0.00	\$0.00	0.00
5	Wrap-Around Services for Students With Disabilities	3	345	\$12,543	\$4,181.00	\$36.38	115.00
6	Special Education Private Day Placement	11	1,370	\$220,782	\$20,069.27	\$181.14	124.55
7	Family Foster Care Basic Maintenance Payments Only	0	0	\$0	\$0.00	\$0.00	0.00
8	Foster Care Basic Maintenance & Basic Activities Payments	30	1,760	\$59,793	\$1,993.10	\$33.97	58.67
9	Specialized Foster Home	0	0	\$0	\$0.00	\$0.00	0.00
10	Treatment Foster Home	46	7,481	\$917,463	\$19,944.85	\$122.64	182.83
11	Independent Living Stipend	0	0	\$0	\$0.00	\$0.00	0.00
12	Independent Living Arrangement	0	0	\$0	\$0.00	\$0.00	0.00
13	Psychiatric Hospital/Crisis Stabilization Unit	0	0	\$0	\$0.00	\$0.00	0.00
14	Temporary Care Facility and Services (Congregate Care Setting)	0	0	\$0	\$0.00	\$0.00	0.00
15	Group Home (Congregate Care Setting)	10	817	\$151,808	\$15,180.80	\$185.81	81.70
16	Residential Treatment Facility (Congregate Care Setting)	10	358	\$132,097	\$13,209.70	\$388.99	35.80
17	Congregate Educational Services - for Medicaid Funded Placements	19	1,715	\$357,577	\$18,819.84	\$208.50	90.28
18	Congregate Educational Services - for Non-Medicaid Funded Placements	0	0	\$0	\$0.00	\$0.00	0.00
<b>Total</b>		<b>189</b>	<b>23,682</b>	<b>\$2,245,880</b>	<b>\$11,882.96</b>	<b>\$94.83</b>	<b>125.30</b>

*Service Placement types/Primary Mandate types are not mandatory for refunds and hence shall affect the Totals.*

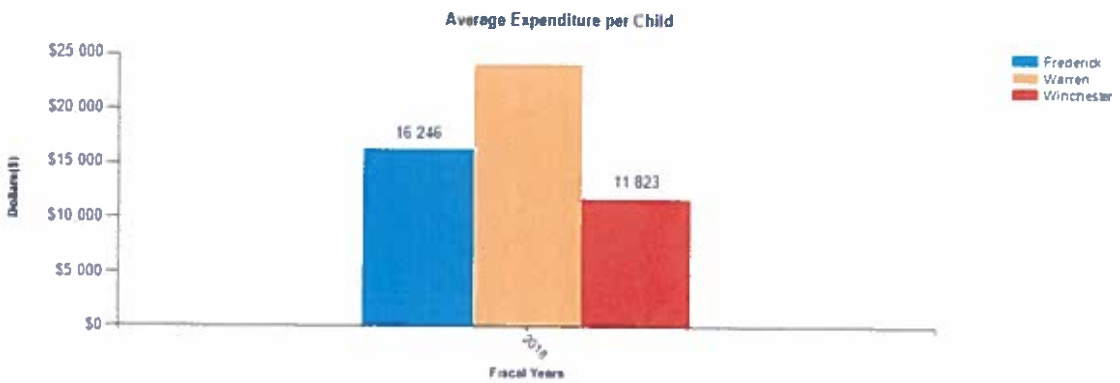
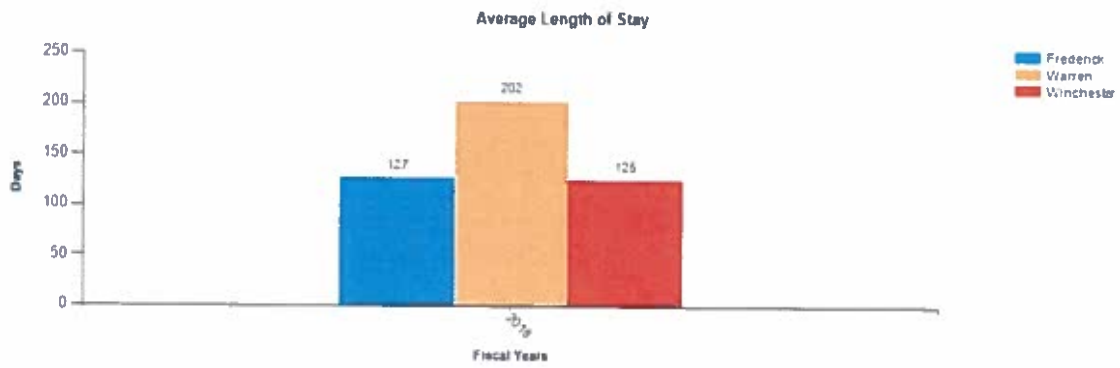
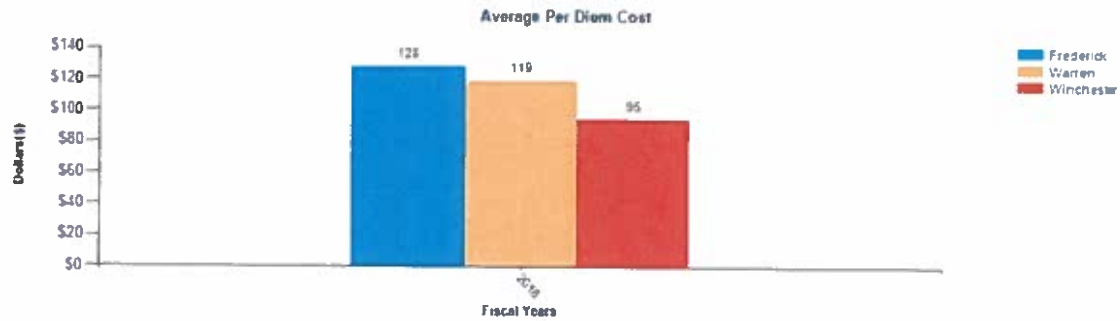
### Office of Children's Services Comparison Report - By Service Placement Type

Data Source: Data Set

Fiscal Year 2018 Quarter 3

Selected Localities to Compare 069 - Frederick, 187 - Warren, 840 - Winchester

Selected Service Placement Type(s) All



## **FAPT Parent/Guardian Attendance Survey**

**Date of Meeting:**

**Number of Parent/Guardian who attended:**

**Numbers of Parent/Guardian who did not attend:**

**Why:**

**Work Schedule**

**Childcare**

**Other appointments**

**Choose not to attend**

**Could not be reached**

**Not invited**