

# **CPMT PACKET**

**8/9/2018**

# Winchester CPMT Agenda

August 9, 2:00pm  
WDSS, 24 Baker St  
Winchester, VA 22601

## Approve Minutes from 7/12/18

### Announcements

#### New Hires

### Financial Report

- a. June (2) FY2018 Financials
- b. July FY2019 Financials

### Old Business

- a. RFP Update
- b. Fiscal Subcommittee Meeting
- c. Strategic Plan

### New Business

- a. FY19 Allocations
- b. Administrative Memo #18-06 Rates for Private Day Placements
- c. Administrative Memo #18-08 FY18 CSA Program Expenditure Year End

### 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, September 13, 2018, Strategic Planning at 1:00pm and regular meeting at 2:00 at WDSS Boardroom

**JULY MINUTES WITH  
JUNE FINANCIALS**

**Minutes**  
Winchester CPMT  
24 Baker Street, Board Room  
Thursday, July 12, 2018  
2:00 p.m.

**MEMBERS PRESENT**

Amber Dopkowski, Winchester Dept. Social Services  
Eden Freeman, City of Winchester  
Dr. Colin Greene, Winchester/Frederick Health Department  
Peter Roussos, Dept. of Juvenile Justice  
Paul Scardino, National Counseling Group

**MEMBERS/OTHERS NOT PRESENT**

Kelly Bober, Child Advocacy Center  
Mark Gleason, Northwestern Community Services Board  
Sarah Kish, Winchester Public Schools

**Others Present:**

Karen Reinhardt, Winchester CSA Coordinator

**RECAP OF CPMT VOTES:**

**Motion:**

- Motion to approved Agenda
  
- Motion to approve minutes from June 20, 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:**

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

1<sup>st</sup>: Dr. Greene  
2<sup>nd</sup>: Mr. Scardino

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

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

**Status:**

Approved  
Unanimously

Approved  
with 3  
abstentions

Approved  
Unanimously

Approved  
Unanimously

**Minutes**  
**Winchester CPMT**  
**24 Baker Street, Board Room**  
**Thursday, July 12, 2018**  
**2:00 p.m.**

**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>: Ms. Freeman
- 2<sup>nd</sup>: Mr. Scardino

**Status:**

Approved  
 Unanimously

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

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

Approved  
 Mr. Scardino  
 abstained  
 from 5 cases.

- Motion to adjourn CPMT Meeting

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

Approved  
 Unanimously

Item	Discussion	Action
<b>Call to Order/Approval of Agenda</b>	The meeting was opened by Chairperson, Amber Dopkowski, at 2:07pm. Motion to approve Agenda.	1 <sup>st</sup> : Dr. Greene 2 <sup>nd</sup> : Mr. Roussos
<b>Approval of Minutes</b>	Motion to approve minutes from June 20, 2018 CPMT Meeting.	On Motion by Dr. Greene and seconded by Mr. Scardino the Minutes from the June 20, 2018, CPMT meetings were approved with 3 abstentions.
<b>Announcements</b>	Winchester Social Services has new hire, Kim Jenkins.	Ms. Reinhardt will schedule new worker training.
<b>Financial Report</b>	The Financial Presentation was distributed for June 2018.  Report: June 2018 Gross Expenditures: \$66,533.44 Expenditure Refunds: \$3,502.22 Net Expenditures: \$63,031.22 Local Dollars: \$28,720.06	Ms. Reinhardt reviewed the reports.

**Minutes**  
 Winchester CPMT  
 24 Baker Street, Board Room  
 Thursday, July 12, 2018  
 2:00 p.m.

Item	Discussion	Action
	<p>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: \$8,8189.55</p> <p>Non-Mandated Funds Beginning Balance: \$20,162.00            Encumbered: \$7,003.15            Disbursed: \$8,252.50            Remaining Funds: \$4,906.35            Unduplicated CSA Case Count:209            Average Spent per Child: \$12,201.02</p>	
<p><b>Old Business:</b></p> <p><b>a. RFP Update</b></p> <p><b>b. New term for FAPT/CPMT Private Provider and Parent Representatives 2018.</b></p>	<p>Both Providers approved for Utilization Review Services have been notified by Mike Marzullo, and contracts have been sent out.</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 CPMT Private Provider Representative. Ms. Reinhardt let Amy Simmons know that Mr. Scardino was willing to continue to be the</p>	<p>Ms. Reinhardt will meet with both providers to go over OCS form and service expectations. Ms. Reinhardt 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>No Action</p>

**Minutes**  
 Winchester CPMT  
 24 Baker Street, Board Room  
 Thursday, July 12, 2018  
 2:00 p.m.

Item	Discussion	Action
<p><b>c. Fiscal Subcommittee Meeting</b></p> <p><b>d. Strategic Plan</b></p>	<p>CPMT Parent Representative. There were no other applicants for that position.</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>Ms. Dopkowski will reschedule the Fiscal Subcommittee meeting and send out invitations.</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><b>New Business:</b></p> <p><b>a. Quarterly Local and Statewide Data Reports</b></p> <p><b>b. Questionnaire for FAPT – Why Parents are not coming.</b></p>	<p>Ms. Reinhardt presented the Team with 2 reports from OCS. One was a locality report for Winchester, Quarter 3, Service Placement Type Report. The other was a Comparison Report by Service Placement Type for Winchester/Frederick County/Warren County.</p> <p>Ms. Reinhardt completed a questionnaire to take to each FAPT meeting, which will track the reason that parents are not attending the meeting.</p>	<p>Ms. Reinhardt will present these reports Quarterly to the CMPT.</p> <p>Ms. Reinhardt will complete the questionnaire during the FAPT meetings and report findings to the CPMT.</p>
<p><b>Motion to Convene in Executive Session</b></p>	<p>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.</p>	<p>Ms. Dopkowski asked that the meeting move into Executive Session. On motion by Mr. Roussos, seconded by Dr. Greene, the meeting moved into Executive Session.</p>
<p><b>Motion to Come Out of Executive Session &amp;</b></p>		<p>Motion to come out of Executive Session by Mr.</p>

**Minutes**  
**Winchester CPMT**  
 24 Baker Street, Board Room  
 Thursday, July 12, 2018  
 2:00 p.m.

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Immediately Reconvene in Open Session</b>		Roussos and seconded by Ms. Freeman. 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. Freeman seconded by Mr. Scardino. 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 Dr. Greene seconded by Ms. Freeman. 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, August 9, 2018 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. Freeman.

Attachments: June Financials  
 Winchester Locality Service Placement Type Report  
 OCS Comparison Report by Service Placement Type  
 FAPT Questionnaire

Transcribed by kfr



Chart A

CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: July 11, 2018	FOR PERIOD ENDING: June 30, 2018 Report ID: 29717
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Reinhardt (Farrell) Phone Number: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	\$9,381.00	\$1,029.15	\$8,351.85	\$4,788.95	\$3,562.90
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$4,472.00	\$0.00	\$4,472.00	\$2,051.31	\$2,420.69
<b>2. OTHER MANDATED SERVICES</b>						
2a. Treatment Foster Care - IV-E	\$0.4587	\$33,839.00	\$18.48	\$33,820.52	\$15,513.47	\$18,307.05
2a.1 Treatment Foster Care	\$0.4587	\$12,620.50	\$1,537.45	\$11,083.05	\$5,083.80	\$5,999.25
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	\$186.00	\$2.72	\$183.28	\$42.04	\$141.24
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	\$1,000.44	\$713.27	\$287.17	\$131.72	\$155.45
2f.	Community - Based Services	\$0.2294	\$5,034.50	\$201.15	\$4,833.35	\$1,108.77	\$3,724.58
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$66,533.44</b>	<b>\$3,502.22</b>	<b>\$63,031.22</b>	<b>\$28,720.06</b>	<b>\$34,311.16</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	\$155.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,952.00
Child Support Collections through DCSE	040	\$1,395.22
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
<b>TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).</b>		<b>\$3,502.22</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
2	7/31/2017	8/9/2017	\$9,323.78	\$6,386.94	\$2,936.84
2	8/31/2017	9/6/2017	\$89,710.06	\$53,942.57	\$35,767.49
2	9/30/2017	9/29/2017	\$101,200.38	\$56,015.96	\$45,184.42
2	10/31/2017	11/3/2017	\$234,055.53	\$133,878.64	\$100,176.89
2	11/30/2017	12/8/2017	\$163,289.00	\$94,523.55	\$68,765.45
2	12/31/2017	1/10/2018	\$299,413.32	\$164,655.90	\$134,757.42
2	1/31/2018	2/5/2018	\$148,646.83	\$80,995.38	\$67,651.45
2	2/28/2018	3/12/2018	\$356,765.54	\$207,079.74	\$149,685.80
2	3/31/2018	4/11/2018	\$284,778.22	\$158,967.39	\$125,810.83
2	4/30/2018	5/15/2018	\$420,013.67	\$239,537.29	\$180,476.38
2	5/31/2018	6/8/2018	\$316,382.34	\$179,818.07	\$136,564.27
1	6/30/2018	7/11/2018	\$63,031.22	\$34,311.16	\$28,720.06
Pool Reimbursement Expenditure Totals			\$2,486,609.89	\$1,410,112.57	\$1,076,497.32

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)		\$64,624.16	\$37,493.43	\$27,130.73

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
6/30/2018	7/11/2018	\$63,031.22	\$34,311.16	\$28,720.06
Pool Reimbursement Expenditure Totals - WRAP Only		\$2,472,866.39	\$1,402,673.21	\$1,070,193.18

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)		\$53,239.61	\$31,331.79	\$21,907.82

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

<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>
12/31/2017	1/10/2018	\$3,553.10	\$1,923.29	\$1,629.81
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	WPS	NREP
Worker		McKiernan	Morris	Morris	Clatterbuck

MONTH	\$	\$	\$	\$	\$	MONTH TOTAL
JUL	-	-	-	-	-	-
AUG	-	-	-	-	150.00	150.00
SEP	-	-	-	-	-	-
OCT	-	-	1,005.00	275.40	600.00	1,880.40
NOV	-	-	2,077.00	-	-	2,077.00
DEC	-	-	-	1,813.10	1,740.00	3,553.10
JAN	-	-	804.00	1,100.00	-	1,904.00
FEB	-	-	-	-	-	-
MAR	-	-	-	413.10	-	413.10
APR	-	-	-	2,340.90	1,425.00	3,765.90
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**

Chart D

# NON-MANDATED FUNDS FY 2018

CHILD #	39	45	44	41
Agency	NREP	CSB	DJJ	WPS
Worker	Clatterback	Tritchler	Marsten	McKiernan

MONTH	MONTH TOTAL			
JUL	\$ -	\$ -	\$ -	\$ -
AUG	\$ -	\$ -	\$ -	\$ -
SEP	\$ -	\$ -	\$ -	\$ -
OCT	\$ -	\$ -	\$ -	\$ -
NOV	\$ -	\$ -	\$ -	\$ -
DEC	\$ -	\$ -	\$ -	\$ -
JAN	\$ -	\$ -	1,690.00	1,690.00
FEB	\$ -	\$ -	650.00	1,837.50
MAR	\$ -	\$ -	1,137.50	3,432.50
APR	\$ -	\$ -	162.50	715.00
MAY	\$ -	\$ -	577.50	577.50
JUN	\$ -	\$ -	\$ -	\$ -
JUN (2)	\$ -	\$ -	\$ -	\$ -
<b>CHILD TOTAL</b>	<b>\$ -</b>	<b>\$ 2,670.00</b>	<b>\$ 4,607.50</b>	<b>\$ 8,252.50</b>

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	\$ 5,069.89	\$ 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	146,176.57	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	103,368.41	204,456.19	138,115.97	177,478.64	303,816.49
JAN	130,627.75	142,931.48	151,908.54	163,869.33	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	120,489.59	66,687.82	100,991.97	128,104.07	201,250.46	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	128,319.89	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	\$ 1,664,710.40	\$ 1,803,530.95	\$ 2,503,626.98	\$ 2,550,012.73
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	1,076,487.32
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	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 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	36,556.98	(16,556.98)	0.00	(16,556.98)	0.00	(16,556.98)
18 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)
18 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
18 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
19 CSA MANDATED 18/19 POS	0.00	0.00	0.00	373,596.89	(373,596.89)	175,220.11	(548,817.00)
19 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)

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>	

# **FY18 JULY FINANCIALS**

Chart A

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

DATE: August 03, 2018	FOR PERIOD ENDING: July 31, 2018 Report ID: 29822
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Reinhardt (Farrell) Phone Number: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	\$209.08	\$0.00	\$209.08	\$119.89	\$89.19
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.5734	\$40,469.44	\$4,268.01	\$36,201.43	\$20,757.90	\$15,443.53
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$15,500.50	\$0.00	\$15,500.50	\$8,887.99	\$6,612.51
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	\$58,137.12	(\$3,664.00)	\$61,801.12	\$28,348.17	\$33,452.95
<b>2. OTHER MANDATED SERVICES</b>						
2a. Treatment Foster Care - IV-E	\$0.4587	\$90,780.61	\$457.29	\$90,323.32	\$41,431.31	\$48,892.01
2a.1 Treatment Foster Care	\$0.4587	\$127,721.93	\$1,322.76	\$126,399.17	\$57,979.30	\$68,419.87
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	\$9,773.75	\$7.35	\$9,766.40	\$2,240.41	\$7,525.99
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	\$22,751.20	\$890.29	\$21,860.91	\$10,027.60	\$11,833.31
2f.	Community - Based Services	\$0.2294	\$31,599.91	\$37.00	\$31,562.91	\$7,240.53	\$24,322.38
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$4,066.50	\$0.00	\$4,066.50	\$932.86	\$3,133.64
2g.	Special Education Private Day Placement	\$0.4587	\$30,007.12	\$0.00	\$30,007.12	\$13,764.27	\$16,242.85
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$2,805.60	\$0.00	\$2,805.60	\$1,286.93	\$1,518.67
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	\$2,052.50	\$0.00	\$2,052.50	\$470.84	\$1,581.66
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$435,875.26</b>	<b>\$3,318.70</b>	<b>\$432,556.56</b>	<b>\$193,487.99</b>	<b>\$239,068.57</b>

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

<b>PART 2 - EXPENDITURE REFUND DESCRIPTION</b>		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
<b>EXPENDITURE REFUND DESCRIPTION</b>	<b>CODE</b>	<b>AMOUNT</b>
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,406.00
Child Support Collections through DCSE	040	\$1,912.70
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
<b>TOTAL REFUNDS</b> : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		<b>\$3,318.70</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>9</u>	5/31/2018	6/8/2018	\$316,382.34	\$179,818.07	\$136,564.27
<u>9</u>	6/30/2018	7/11/2018	\$63,031.22	\$34,311.16	\$28,720.06
<u>5</u>	7/31/2018	8/3/2018	\$432,556.56	\$239,068.57	\$193,487.99
Pool Reimbursement Expenditure Totals			\$2,919,166.45	\$1,649,181.14	\$1,269,985.31

## 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	7/12/2018	\$306,648.00	\$188,213.00	\$118,434.00
Supplement	8/3/2018	\$172,780.00	\$145,969.00	\$26,811.00
Supplement/Adjustment Totals		\$1,399,371.00	\$898,822.00	\$500,548.00
CSA System Balance(With Wrap)		\$111,495.60	\$132,606.86	(\$21,112.26)

## 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
6/30/2018	7/11/2018	\$63,031.22	\$34,311.16	\$28,720.06
7/31/2018	8/3/2018	\$429,750.96	\$237,549.90	\$192,201.06
Pool Reimbursement Expenditure Totals - WRAP Only		\$2,902,617.35	\$1,640,223.11	\$1,262,394.24

## 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	7/12/2018	\$306,648.00	\$188,213.00	\$118,434.00
Supplement	8/3/2018	\$172,780.00	\$145,969.00	\$26,811.00
Supplement/Adjustment Totals		\$1,399,371.00	\$898,822.00	\$500,548.00
CSA System Balance(Non-Wrap)		\$102,916.65	\$127,963.89	(\$25,048.24)

## Transaction History WRAP dollars only

## Pool Reimbursement History - WRAP only

<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>
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
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
7/31/2018	8/3/2018	\$2,805.60	\$1,518.67	\$1,286.93
<b>Pool Reimbursement Expenditure Totals - WRAP only</b>		<b>\$16,549.10</b>	<b>\$8,958.03</b>	<b>\$7,591.07</b>

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
<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>\$8,578.95</b>	<b>\$4,642.97</b>	<b>\$3,935.98</b>



Chart C

WRAP-AROUND SERVICES FOR STUDENTS WITH DISABILITIES  
FY18

Child	33	43	42	39
Agency	WPS	WPS	WPS	NREP
Worker	McKieman	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)	-	-	1,238.10	1,567.50
CHILD TOTAL	\$ -	\$ 3,886.00	\$ 7,180.60	\$ 5,482.50
				\$ 2,805.60
				\$ 16,549.10

Beginning Balance 25,128.05  
 (Less) Disbursed 16,549.10  
 (Less) Encumbered 0.00  
**Remaining Funds \$ 8,578.95**

# NON-MANDATED FUNDS FY 2018

Chart D

CHILD #	39	45	44	21	
Agency	NREP	CSB	DJJ	WPS	
Worker	Clatterduck	Trichler	Marsten	McKiernan	
<hr/>					
MONTH					MONTH TOTAL
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)	-	-	912.50	1,140.00	2,052.50
CHILD TOTAL	\$ -	\$ 2,670.00	\$ 975.00	\$ 5,520.00	\$ 1,140.00

Beginning Balance	\$ 20,162.00
(Less) Disbursed	\$ 10,305.00
(Less) Encumbered	\$ 2,000.00
<b>Remaining Funds</b>	<b>\$ 7,857.00</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	\$ 3,186.90	\$ 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	126,262.80	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	103,368.41	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	160,361.57	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	434,149.27
FY TOTAL	1,546,000.66	1,733,298.31	1,504,050.72	1,454,585.07	1,118,509.78	1,864,710.40	1,803,530.95	2,503,626.98	2,984,162.00
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	1,269,985.31
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	762,048.94
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	176,179.89
# Children Served	114	116	97	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	211 unduplicated youth served YTD
Average per child	\$	\$	\$	\$	\$	\$	\$	\$	\$
	14,863.49	11,943.91	14,065.32	14,863.49	11,943.91	14,065.32	14,863.49	14,065.32	14,142.95

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

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

Chart F

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE		ENCUMBRANCES	FUND BALANCE		UNAPPROVED CREDIT AUTHORIZATIONS & POSOS	ADJUSTED FUND BALANCE
C18 CSA MANDATED 17/18 ASSIST	20,000.00	34,664.94	(14,664.94)	0.00	(14,664.94)	0.00	(14,664.94)	0.00	(14,664.94)
C18 CSA MANDATED 17/18 POS	2,812,754.00	2,969,908.28	(157,154.28)	46,970.00	(204,124.28)	9,691.00	(213,815.28)	0.00	(213,815.28)
C18 CSA NON-MANDATED 17/18 POS	20,162.00	10,305.00	9,857.00	2,000.00	7,857.00	0.00	7,857.00	0.00	7,857.00
C18 CSA W/A SRVS FOR STUDENTS 17/18 POS	25,128.05	16,549.10	8,578.95	0.00	8,578.95	0.00	8,578.95	0.00	8,578.95
C19 CSA MANDATED 18/19 ASSIST	36,000.00	7,227.27	28,772.73	0.00	28,772.73	0.00	28,772.73	0.00	28,772.73
C19 CSA MANDATED 18/19 POS	2,145,458.00	7,283.08	2,138,174.92	680,379.48	1,457,795.44	59,459.00	1,398,336.44	0.00	1,398,336.44
C19 CSA NON-MANDATED 18/19 POS	20,162.00	0.00	20,162.00	2,000.00	18,162.00	2,500.00	15,662.00	0.00	15,662.00
C19 CSA W/A SRVS FOR STUDENTS 18/19 POS	18,788.00	0.00	18,788.00	0.00	18,788.00	0.00	18,788.00	0.00	18,788.00
	5,098,452.05	3,045,937.67	2,052,514.38	731,349.48	1,321,164.90	71,650.00	1,249,514.90		

## Estimated Remaining CSA Balance for Fiscal Year

<b>FISCAL YEAR BUDGET</b>	\$3,216,148.00
Less: YTD Expenditures	\$ 2,946,569.40
	<u>\$ 269,578.60</u>
LESS: Encumbered Funds	\$ 58,661.00
ADD: Funds to Unencumber	\$ 12,208.00
	<u>\$ 223,125.60</u>
LESS: Pending Payments	\$ -
LESS: Remaining Clothing Allowances	\$ -
LESS: Recurring Payments	\$ -
<b>Estimated Remaining CSA Balance</b>	<u><u>\$ 223,125.60</u></u>

# **FY19 JULY FINANCIALS**

Chart A

CSA FY 19 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: August 03, 2018	FOR PERIOD ENDING: July 31, 2018 Report ID: 29823
LOCALITY: Winchester -FIPS 840	Contact Peerson: Karen Reinhardt (Farrell) Phone Number: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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5734	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>2. OTHER MANDATED SERVICES</b>						
2a. Treatment Foster Care - IV-E	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a.1 Treatment Foster Care	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2f.	Community - Based Services	\$0.2294	\$85.00	\$0.00	\$85.00	\$19.50	\$65.50
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2294	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2h.	Wrap-Around Services for Students With Disabilities	\$0.4587	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4.	<b>GRAND TOTALS: (Sum of categories 1 through 3)</b>		<b>\$85.00</b>	<b>\$0.00</b>	<b>\$85.00</b>	<b>\$19.50</b>	<b>\$65.50</b>

**CSA FY 19 - 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	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$0.00
Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
<b>TOTAL REFUNDS</b> : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		<b>\$0.00</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			\$2,200,246.00	\$1,190,924.00	\$1,009,322.00
Status	Period End Date	Date Filed	Total Amount	State	Local
1	7/31/2018	8/3/2018	\$85.00	\$65.50	\$19.50
Pool Reimbursement Expenditure Totals			\$85.00	\$65.50	\$19.50
Supplement History/Allocation Adjustment					
Supplement/Adjustment		Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals			\$0.00	\$0.00	\$0.00
CSA System Balance(With Wrap)			\$2,200,161.00	\$1,190,858.50	\$1,009,302.50

Transaction History without WRAP Dollars					
Pool Reimbursement History					
Match Rate: 0.4587			Total Amount	State	Local
Beginning Balance			\$2,181,458.00	\$1,180,754.00	\$1,000,704.00
Period End Date		Date Filed	Total Amount	State	Local
7/31/2018		8/3/2018	\$85.00	\$65.50	\$19.50
Pool Reimbursement Expenditure Totals - WRAP Only			\$85.00	\$65.50	\$19.50
Supplement History/Allocation Adjustment					
Supplement/Adjustment		Date Filed	Total Amount	State	Local
Supplement/Adjustment Totals			\$0.00	\$0.00	\$0.00

Supplement/Adjustment	Date Filed	Total Amount	State	Local
CSA System Balance(Non-Wrap)		\$2,181,373.00	\$1,180,688.50	\$1,000,684.50

Transaction History WRAP dollars only

Pool Reimbursement History - WRAP only

Beginning Balance		\$18,788.00	\$10,170.00	\$8,618.00
Period End Date	Date Filed	Total Amount	State	Local
Pool Reimbursement Expenditure Totals - WRAP only		\$0.00	\$0.00	\$0.00

WRAP Allocation Modification History

Period End Date	Date Filed	Total Amount	State	Local
WRAP Allocation Modification Totals		\$0.00	\$0.00	\$0.00
CSA Balance (WRAP only)		\$18,788.00	\$10,170.00	\$8,618.00

# **AUGUST ATTACHMENTS**



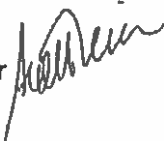
# COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.  
Executive Director

OFFICE OF CHILDREN'S SERVICES  
*Administering the Children's Services Act*

**ADMINISTRATIVE MEMO #18-06**

**TO:** CSA Coordinators  
CPMT Chairs

**FROM:** Scott Reiner, Executive Director 

**DATE:** July 2, 2018

**RE:** Contracted Rates for Private Day Education Services

The recently approved state Appropriation Act (Chapter 2, Item 282. N.) requires that: "All localities shall submit their contracted rates for private day education services to the Office of Children's Services by August 1 of each year." This requirement is a component of efforts to study costs related to this service and is tied to the provision of that Item limiting annual rate increases to two percent above the rates paid in the prior fiscal year, effective July 1, 2019.

In order to meet this requirement, the Office of Children's Services has prepared a spreadsheet for your use to submit this data to OCS for rates contracted for Fiscal Year 2019 (beginning July 1, 2019). No later than August 1, 2018, please complete the spreadsheet to reflect all contracted rates for your locality for private special education day services funded through CSA to include both standard per diem rates and additional charges for related services (see instructions on the first tab of the spreadsheet for specifics). This will be utilized as the baseline rate data for the implementation of the budget requirement on July 1, 2019 (Fiscal Year 2020).

Please carefully review the included instructions for completion and submission of this information.

I appreciate your cooperation and am happy to respond to any question you may have.

FIPS	Locality Provider Identifier	Provider Name	Tax Id	Service Type	Other - Detailed I Per Diem
840	1958	Grafton School	54-0682401	Basic	267
840	4585	Timber Ridge School	54-0885291	Basic	210.23
840	2036	UMFS	54-0505969	Basic	221




# COMMONWEALTH of VIRGINIA

Scott Reiner, M.S.  
Executive Director

OFFICE OF CHILDREN'S SERVICES  
*Administering the Children's Services Act*

## Administrative Memo #18-08

**To:** CPMT Chairs  
CSA Report Preparers  
CSA Coordinators  
CSA Fiscal Agents

**From:**   
Maris Adcock, Business and Finance Manager

**Date:** July 30, 2018

**Subject:** FY2018 CSA Program Expenditure Year End

### CSA 2018 Program Year-End is September 30, 2018:

This is a reminder that all requests for reimbursement of expenditures incurred between July 1, 2017 and June 30, 2018 must be submitted to CSA's Local Expenditure Data and Reimbursement System (LEDRS) and approved by the locality CSA Fiscal Agent in LEDRS before midnight, September 30, 2018.

The LEDRS system will be available for processing year-end reimbursement requests until midnight September 30. This year, September 30 falls on a Sunday. It is highly recommended that you not delay processing and submitting your final FY2018 program year-end reimbursement requests. In the event there are any coding or validation errors or a need for approval of a supplemental funding request, early processing will provide more time to resolve those issues.

It is recommended that all FY2018 expenditure reimbursement requests be posted and approved in LEDRS before Close of Business on Friday, September 28. The Office of Children's Services (OCS) will close at 5:00 P.M. on Friday, September 28. OCS staff will not be available to assist if there are any errors or supplemental requests on the 29<sup>th</sup> or the 30<sup>th</sup> of September.

### Year-End Reimbursement Processing:

During the months of July, August and September, LEDRS can accept expenditures incurred in multiple fiscal years. During the month of July and August, a locality can only submit one LEDRS file each month. In the month of September, a locality can submit up to five (5) LEDRS files.

In the months of July, August, and September, LEDRS separates the submitted data into FY2018 and FY2019 based on the payment date, as well as the purchase order fiscal year to determine the program service year and the month of service. The expenditure reimbursement data from the locality comes in a single submission. Therefore, a locality should review both FY2018 and FY2019 data reimbursement requests before the Fiscal Agent approves the July, August, and September LEDRS submissions.

**Reminder: All 2018 reimbursement requests must be approved by the local CSA fiscal agent in LEDRS before midnight September 30, 2018. Late submissions will not be accepted for reimbursement as addressed in SEC Policy 4.5.2. Waivers to the September 30 reporting requirement must be submitted in writing and will be considered only if local governments demonstrate mitigating circumstances beyond their control.**

Please direct any questions to:

Maris Adcock  
[maris.adcock@csa.virginia.gov](mailto:maris.adcock@csa.virginia.gov)  
804-662-7451

Thank you for your cooperation.