Minutes

Winchester CPMT
411 N. Cameron Street, 2nd Floor
Tuesday, May 13, 2014
2:00 p.m.

MEMBERS PRESENT
Mary Blowe, City of Winchester
Dr. Charles Devine, Virginia Dept. of Health
Amber Dopkowski, Winchester Dept. of Social Services
Lyda Kiser, Parent Representative
Sarah Kish, Winchester Public Schools
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
Doug Hewett, Asst. City Manager
Dale Iman, City Manager

Others Present:
Karen Farrell, Winchester Comprehensive Services Act Coordinator
Connie Greer, Winchester Dept. of Social Services
Katherine Hermann, City Attorney's Office

RECAP OF CPMT VOTES:

Motion:	Action:	Status:
• Motioned to approve the minutes from April 15, 2014 CPMT Meeting, as corrected.	1st: Dr. Devine 2nd: Mr. Scardino	Approved unanimously
• Motion to approve policy statement allowing services recommended by FAPT prior to CPMT monthly meetings so that vital services may start or continue without interruption.	1st: Ms. Kiser 2nd: Ms. Kish	Approved unanimously
• 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.	1st: Ms. Kiser 2nd: Mr. Scardino	Approved unanimously
• Motion to come out of Executive Session	1st: Mr. Roussos 2nd: Dr. Devine	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.	1st: Dr. Devine 2nd: Ms. Blowe	Approved unanimously

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Motion:	Action:	Status:
• Motion to Approve All Cases	1st: Dr. Devine 2nd: Mr. Roussos	Approved Mr. Scardino abstained from 2 cases
• Motion to adjourn CPMT Meeting	1st: Mr. Roussos 2nd: Ms. Kiser	Approved Unanimously

Item	Discussion	Action
Call to Order/Additions to the Agenda	The meeting was opened by Chair, Amber Dopkowski, at 2:03 pm.	
Approval of Minutes		Dr. Devine motioned to approve the minutes from April 15, 2014. Mr. Scardino seconded. Motion to approve the minutes as corrected passed unanimously.
Announcements		Ms. Karen Farrell was introduced and welcomed as the new CSA Coordinator. There will be a Trauma Informed Care Training on May 20 at the Hampton Inn in Winchester. This training is sponsored by Winchester Department of Social Services.
Financial Report	The Financial Report was distributed and included expenditures for April, 2014 Report: April, 2014 Gross Expenditures: $155,899.50 Expenditure Refunds: $3,649.50 Net Expenditures: $152,250.00 Local Dollars: $70,739.79 Regular Medicaid Payments to Providers: $61,762.42 Local Match: $17,706.51	Ms. Dopkowski reviewed the report. The City of Winchester requested a CSA supplement from OCS in the amount of $40,839.00.

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Item	Discussion	Action
	Wrap Dollars Funds Beginning Balance: $23,424.00 Encumbered: $210.00 Disbursed: $11,695.00 Remaining Funds: $11,519.00 Non-Mandated Funds Beginning Balance: $20,162.00 Encumbered: $7,045.00 Disbursed: $11,658.60 Remaining Funds: $1,458.40	
Old Business: **a. Strategic Planning Report-Assignment of Work Committees**	Four Strategic Target Areas were identified as follows: 1. CPMT Foundation and Structure (Dopkowski, Gleason, Blowe) 2. Common Ground through Education, Training and Shared Expectations (Roussos, Kiser) 3. Data-Driven Accountability and Service Provision (Scardino, Bober) 4. CPMT Services Development (Kish, Devine)	1. The subcommittee met twice. The subcommittee is comparing current policy to the OCS audit findings and areas identified at the recent CPMT strategic planning retreat. 2. No report. The subcommittee will schedule to meet soon. 3. The subcommittee met once; they are reviewing vendor contracts, and would like to meet with FAPT teams regarding structuring measurable goals. Another meeting of the subcommittee to be scheduled soon. 4. No report The subcommittee will schedule to meet soon.
b. Eligibility Determination for Non-Medicaid Children	Mr. Gleason, Mr. Scardino and Ms. Dopkowski met regarding this topic. Recommendation was made to develop a Request for Proposal for vendors interested in providing these determination services to Winchester locality.	Members were requested to explore the RFP process.
c. Intensive Care Coordination Services	Mr. Gleason, Mr. Scardino and Ms. Dopkowski to meet regarding this topic.	Additional training from the State is forthcoming in June, which may result in community providers available to provide ICC Services.

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Item	Discussion	Action
d. **Appointment of Parent Representative for FAPT**	A possible parent representative for FAPT was identified during the Citizen's Insight Academy	Ms. Dopkowski and Mr. Gleason to meet with interested parent representative this week. CPMT Members welcomed to attend.
e. **Consent Agenda**	Consider approving funding for cases via a Consent Agenda	Discussed reviewing cases in advanced via encrypted email prior to CPMT meetings then only discussing cases of concern during executive session. Requesting a legal opinion regarding Freedom of Information Act and executive session requirements
New Business a. **CSA Supplemental Allocation Request**		The City of Winchester placed a supplemental request for funding in the amount of $40,839 with OCS on April 24, 2014
b. **CPMT Authorization of FAPT recommendations**	Motion to approve policy statement allowing services recommended by FAPT to begin prior to CPMT monthly meetings so that vital services may start or continue without interruption.	Motion by Ms. Kiser, seconded by Ms. Kish. Approved unanimously.
c. **CSA Policy Revision and Forms**		Ms. Dopkowski to upload to Winchester CPMT website for CPMT review prior to June CPMT meeting.
d. **CPMT Chair Rotation**	A new chair is eligible for appointment at July CPMT meeting.	Based on previous rotation of chair position, the community services board representative is the next to fulfill the role of CPMT chair.
e. **CPMT Meeting Location**	It was noted that CPMT has outgrown the current meeting space. Alternate meeting locations were suggested.	Dr. Devine to confirm if the Health Department conference room is available for upcoming CPMT meetings.
f. **Terms of Certain CPMT Appointments**		CPMT Chair to notify City Manager that provider and "other" representative are due for review. Both are willing to continue to serve.
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	Ms. Dopkowski asked that the meeting move into Executive Session. On motion by Ms. Kiser, seconded by Mr. Scardino, the

Item	Discussion	Action
	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.	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. Roussos and seconded by Dr. Devine. 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 Dr. Devine, seconded by Ms. Bober, and unanimously approved.
Motion to Approve All Cases	Motion to Approve all cases Mr. Scardino – abstained from 2 cases	All cases were approved on motion by Dr. Devine, seconded by Mr. Roussos. Motion was approved with noted abstentions.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Tuesday June 10, 2014 at 2:00 p.m., Our Health Campus, 2nd Floor Conference Room, 411 N. Cameron St., Winchester VA	The meeting was adjourned on motion by Mr. Roussos and seconded by Ms. Kiser at 2:58 p.m.

Attachments: April 2014 Financials
May Agenda Attachments

Transcribed by CPG

April

Financials

CSA Pool Reimbursement Request Report Worksheet

Date: April 24, 2014

Period Ending: April, 2014

Chart A

Part 1 - Expenditure Description

		Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
1.	**Congregate Care/Mandated & Non-Mandated Residential Services**				
1a.	Foster Care - IV-E Child in Licensed Residential Congregate Care	1	2,142.50	2,680.15	-537.65
1b.	Foster Care - all other in Licensed Residential Congregate Care	1	40,562.83	1,048.39	39,514.44
1c.	Residential Congregate Care - CSA Parental Agreements; DSS Non-Custodial		0.00		0.00
1d.	Non-Mandated Services/Residential/Congregate Care		0.00		0.00
1e.	Educational Services - Congregate Care	4	61,194.01		61,194.01
2.	**Other Mandated Services**				
2a.	Treatment Foster Care - IV-E	8	20,408.00	45.00	20,363.00
2a.1	Treatment Foster Care	2	9,027.76	741.00	8,286.76
2a.2	Treatment Foster Care - CSA Parental Agreements; DSS Non-Custodial		0.00		0.00
2b.	Specialized Foster Care - IV-E; Community Based Services		0.00		0.00
2b.1	Specialized Foster Care		0.00		0.00
2c.	Family Foster Care - IV-E; Community Based Services	7	1,617.00	58.00	1,559.00
2d.	Family Foster Care Maintenance Only	2	1,332.00	1,447.11	-115.11
2e.	Family Foster Care - Children Receiving Maintenance/Basic Activities; IL	3	1,923.53	293.00	1,630.53
2f.	Community Based Services	6	10,857.87	-2,663.15	13,521.02
2f.1	Community Transition Services		0.00		0.00
2g.	Special Education Private Day Placement	1	6,354.00		6,354.00
2h.	Wrap-Around Services for Students With Disabilities		0.00		0.00
2i.	Psychiatric Hospitals/Crisis Stabilization Units		0.00		0.00
3.	Non-Mandated Services/Community Based	3	480.00		480.00
4.	**Grand Totals: Sum of categories 1 through 3**	38	155,899.50	3,649.50	152,250.00

Part 2 - Expenditure Refund Description (reported in line 4)

Vendor Refunds and Payment Cancellations	
Parental Co-Payments	
Payments made on behalf of the child (SSA, SSI, VA benefits)	2,306.00
Child Support Collections through DCSE	1,343.50
Pool prior-reported expenditures re-claimed under IV-E	
Other (specify)	
Total Refunds (must agree with line 4)	3,649.50

Chart B

CSA Statistics Home > CSA Pool Reporting

CSA Reports Pool Reimbursement Reports FY14 Transaction History for Winchester - FIPS 840
Pended Forms are not on this report

Active Pool Report Preparers
Nancy Valentine (540) 686-4838
Donna Veach (540) 686-4826
Amber Johnson (540) 686-4823
Karen Farrell (540) 686-4832

Transaction History

Match Rate: 0.4587	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				**$1,218,121.00**	**$659,331.00**	**$558,790.00**
Pool Reimbursement History						
	9	07/31/2013	08/02/2013	$166.42	$493.75	($327.33)
	9	08/31/2013	09/05/2013	$70,156.19	$40,942.14	$29,214.05
	9	09/30/2013	10/01/2013	$76,193.02	$44,898.67	$31,294.35
	9	10/31/2013	11/01/2013	$76,052.90	$47,385.06	$28,667.84
	9	11/30/2013	12/02/2013	$109,379.65	$62,089.91	$47,289.74
	9	12/31/2013	01/07/2014	$103,368.41	$57,125.30	$46,243.11
	9	01/31/2014	02/04/2014	$108,602.83	$59,713.28	$48,889.55
	9	02/28/2014	03/05/2014	$115,147.77	$63,686.43	$51,461.34
	9	03/31/2014	04/01/2014	$66,667.82	$38,763.54	$27,904.28
	1	04/30/2014	05/01/2014	$152,250.00	$81,510.21	$70,739.79
Pool Reimbursement Expenditure Totals				**$877,985.01**	**$496,608.29**	**$381,376.72**
Supplement History						
			04/25/2014	$40,839.00	$49,346.00	($8,507.00)
Supplement Totals				**$40,839.00**	**$49,346.00**	**($8,507.00)**
CSA System Balance				**$380,974.99**	**$212,068.71**	**$168,906.28**

Transaction History without WRAP Dollars

Match Rate: 0.4587	Status Period End	Date Filed	Total Amount	State	Local
Beginning Balance			**$1,194,697.00**	**$646,652.00**	**$548,045.00**
Pool Reimbursement History					
-	07/31/2013	08/02/2013	$166.42	$493.75	($327.33)
-	08/31/2013	09/05/2013	$64,626.19	$37,948.75	$26,677.44
-	09/30/2013	10/01/2013	$74,333.02	$43,891.85	$30,441.17
-	10/31/2013	11/01/2013	$75,432.90	$47,049.45	$28,383.45
-	11/30/2013	12/02/2013	$107,904.65	$61,291.49	$46,613.16
-	12/31/2013	01/07/2014	$102,858.41	$56,849.24	$46,009.17
-	01/31/2014	02/04/2014	$108,302.83	$59,550.89	$48,751.94
-	02/28/2014	03/05/2014	$115,147.77	$63,686.43	$51,461.34
-	03/31/2014	04/01/2014	$65,267.82	$38,005.72	$27,262.10
-	04/30/2014	05/01/2014	$152,250.00	$81,510.21	$70,739.79
Pool Reimbursement Expenditure Totals			**$866,290.01**	**$490,277.78**	**$376,012.23**
Supplement History					
		04/25/2014	$40,839.00	$49,346.00	($8,507.00)
Supplement Totals			**$40,839.00**	**$49,346.00**	**($8,507.00)**
CSA System Balance (Non-WRAP):			**$369,245.99**	**$205,720.22**	**$163,525.77**

Transaction History WRAP dollars only

Match Rate: 0.4587	Status Period End	Date Filed	Total Amount	State	Local
WRAP Allocation Additions History					
		08/01/2013	$19,138.00	$10,358.00	$8,779.00
		10/25/2013	$4,286.00	$2,319.00	$1,966.00
WRAP Allocation Additions Totals			**$23,424.00**	**$12,677.00**	**$10,745.00**
Pool Reimbursement History - WRAP only					
-	07/31/2013	08/02/2013	$0.00	$0.00	$0.00
-	08/31/2013	09/05/2013	$5,530.00	$2,993.39	$2,536.61
-	09/30/2013	10/01/2013	$1,860.00	$1,006.82	$853.18

-	10/31/2013	11/01/2013	$620.00	$335.61	$284.39
-	11/30/2013	12/02/2013	$1,475.00	$798.42	$676.58
-	12/31/2013	01/07/2014	$510.00	$276.06	$233.94
-	01/31/2014	02/04/2014	$300.00	$162.39	$137.61
-	02/28/2014	03/05/2014	$0.00	$0.00	$0.00
-	03/31/2014	04/01/2014	$1,400.00	$757.82	$642.18
-	04/30/2014	05/01/2014	$0.00	$0.00	$0.00
Pool Reimbursement Expenditure Totals -WRAP only			**$11,695.00**	**$6,330.51**	**$5,364.49**
CSA System Balance (WRAP only):			**$11,729.00**	**$6,348.70**	**$5,380.30**

Chart C

Wrap-Around Services for Students with Disabilities
2013 - 2014

Child	7	2	9	11	13	12	6	TOTAL SPENT
Agency	WPS-NREP	WPS-NREP	WPS-NREP	WPS	WPS	WPS-NREP	NWCSB	
Worker	Clatter	Clatter	Clatter	Kish	Kish	Clatter	Hines	
JUL								0.00
AUG	1,620.00	260.00	480.00	40.00	400.00	2,490.00	240.00	5,530.00
SEP	1,260.00		600.00					1,860.00
OCT			180.00				440.00	620.00
NOV	1,140.00			80.00	255.00			1,475.00
DEC		130.00		40.00	340.00			510.00
JAN		130.00			170.00			300.00
FEB								0.00
MAR				100.00		1,300.00		1,400.00
APR								0.00
MAY								0.00
JUN								0.00
TOTAL/ CHILD	4,020.00	520.00	1,260.00	260.00	1,165.00	3,790.00	680.00	11,695.00
				Beginning Balance				**23,424.00**
				Disbursed				11,695.00
				Encumbered				210.00
				Remaining Funds				**11,519.00**

Chart D

Non-Mandated Funds
2013-2014

Child	7	4	1	8	10	13	2	14	3	15	5	TOTAL SPENT
	WPS											
Agency	NREP	WPS	NWCSB	WPS	WPS	WPS	NREP	WPS	WPS		DJJ	
Worker	Clatter	McK	Yowell	McK	McK	Kish	Clatter	McK	McK		Perry	
JUL												0.00
AUG			405.00		394.00						475.00	1,274.00
SEP					550.60	340.00	260.00				450.00	1,600.60
OCT		225.00	1,080.00		536.80	340.00	260.00	40.00				2,481.80
NOV	990.00		675.00	225.00			130.00					2,020.00
DEC	870.00		495.00		67.20							1,432.20
JAN	540.00		270.00									810.00
FEB			360.00	120.00					465.00			945.00
MAR				30.00					360.00	225.00		615.00
APR				30.00					400.00	50.00		480.00
MAY												0.00
JUN												0.00
JUN 1												0.00
												0.00
TOTAL/												0.00
CHILD	2,400.00	225.00	3,285.00	405.00	1,548.60	680.00	650.00	40.00	1,225.00	275.00	925.00	11,658.60
		Beginning Balance										**20,162.00**
		Disbursed										11,658.60
		Encumbered										7,045.00
		Remaining Funds										**1,458.40**

Nine Year Comparison Chart

Chart E

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013 - 2014
July	6,498.08	295.28	4,911.51	10,266.93	9,458.29	5,069.89	3,038.21	3,166.90	166.42
August	157,319.26	301,614.45	229,488.55	191,849.47	145,415.77	113,164.41	145,670.33	92,757.41	70,156.19
September	151,160.78	221,315.88	162,491.89	219,001.82	128,872.42	140,623.38	126,252.80	146,176.67	76,193.02
October	93,777.46	278,714.69	272,889.23	186,159.65	159,100.81	125,383.16	113,566.55	132,011.04	76,052.90
November	238,833.64	220,279.28	218,628.54	199,049.04	117,450.86	161,810.81	117,093.83	112,159.19	109,379.65
December	178,871.60	224,376.62	220,635.60	159,066.88	111,673.88	107,885.14	101,861.19	116,376.55	103,368.41
January	180,029.22	221,742.92	224,949.12	128,052.33	130,627.75	142,931.48	151,908.54	163,869.33	108,602.83
February	194,620.61	207,392.25	113,213.17	127,964.87	83,063.75	133,838.60	121,575.88	107,440.05	115,147.77
March	149,559.13	170,101.10	264,666.84	168,271.90	119,700.47	144,940.45	117,899.40	120,489.59	66,667.82
April	229,081.25	227,323.93	236,615.22	142,434.91	136,286.49	160,351.57	101,993.55	108,460.48	152,250.00
May	267,902.81	216,049.75	224,636.22	126,503.97	128,319.69	173,228.70	121,909.56	127,950.48	
June	374,199.30	228,889.80	246,399.13	175,922.47	132,160.41	111,218.28	126,270.80	87,566.12	
June (2)		279,563.29	202,903.78	155,089.52	143,870.07	212,852.44	155,010.08	136,161.26	
		9,753.59							
	2,208,856.98	2,807,412.83	2,622,428.80	1,989,633.76	1,546,000.66	1,733,298.31	1,504,050.72	1,454,585.07	877,985.01
Medicaid Pay.	704,460.84	742,443.68	788,982.19	553,523.98	542,278.28	445,437.88	26,551.56	202,738.74	61,762.42
TOTAL	2,913,317.82	3,549,856.51	3,411,410.99	2,543,157.74	2,088,278.94	2,178,736.19	1,530,602.28	1,657,323.81	939,747.43
Med. Loc. Match	161,568.09	170,279.46	180,953.07	110,657.07	95,542.20	82,464.82	7,612.00	58,122.66	17,706.51
CSA Local Share	1,013,202.68	1,287,760.27	1,202,908.08	826,992.80	616,075.51	716,796.97	642,150.99	633,091.05	381,376.72
# Children Served	103	96	95	105	114	116	97	75 (unduplicated youth served YTD)	84 (unduplicated youth served YTD)

May

Agenda

Attachments

Johnson, Amber (VDSS)

From: Reiner, Scott (CSA)
Sent: Tuesday, April 15, 2014 4:31 PM
To: Reiner, Scott (CSA)
Subject: Update on Intensive Care Coordination and High Fidelity Wraparound
Attachments: Verification of Intensive Care Coordination in the CSA Data Systems.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon CPMT Chairs,

I am writing to bring you up to date with regard to activities of the Wraparound Center of Excellence here at the Office of Comprehensive Services. While we are aware that communication regarding the Wraparound Center of Excellence activities has not been consistent, we are invested in providing more regular communication moving forward. The Office of Comprehensive Services remains committed to the delivery of Intensive Care Coordination and the Wraparound model and is engaged in several activities that you will want to be aware of:

- At the Office of Comprehensive Services, Anna Antell and I have assumed responsibility for the management and coordination of all Center of Excellence related activities.

- I am pleased to announce that we have entered into an agreement with the Youth and Family Training Institute (YFTI) to be our training and technical assistance partner for High Fidelity Wraparound. YFTI (an affiliate of the University of Pittsburgh) has been the lead provider in Pennsylvania's effort to implement the Wraparound model in their localities. Their staff is highly experienced and they are customizing their approach for us as we are committed to providing training and consultation services that are reflective and respectful of how Virginia's system of care is configured. You can learn more about YFTI at their website at http://www.yftipa.org. In conjunction with YFTI, the following activities are planned or in process of planning:
    - There will be three Wraparound Facilitator training events that will occur in May and June with over 150 public (CSB) and private providers signed up to participate (these trainings are currently full). These trainings will meet the initial July 1, 2014 deadline for Wraparound training for ICC facilitators established by the State Executive Council. These trainings are three days in length and an additional two days will be offered in the Fall of 2014 to complete the training requirement for providers. Additional training opportunities will be available in the Fall.
    - We are introducing a two-day training event for Supervisors of ICC/Wraparound beginning in Northern Virginia in June and continuing at regional locations in the Fall, as well as a more advanced Wraparound Coaches program. Please keep an eye out for further details about the supervisor training and related provider requirements.
    - Training for Family Support Partners, Youth Support Partners, and Booster/Advanced Training sessions for Wraparound Facilitators who have completed the initial Wraparound Facilitator training are also being planned. This includes the over 125 providers who were trained last year.

- We are beginning to develop a plan to gather information on the status of ICC and Wraparound and the impact of training on practice. As part of those efforts, we are requesting your attention to two matters:

    - Attached to this e-mail is information about how ICC is being captured through the CSA data set and asking your attention to ensuring that your locality's ICC activities are being accurately reported. ***Please review this memo and your local data with your CSA Coordinator..***
    - We have developed a brief survey for CSA Coordinators and CPMT Chairs that can be found at: https://www.surveymonkey.com/s/V2KWSDJ. It would be highly appreciated if you would take a few

minutes to complete this survey (which is totally anonymous) in order to provide your feedback as we refocus our efforts.

We are excited to be reinvigorating our activities at the Wraparound Center of Excellence. You can expect more regular communications from us and we hope to be receiving your input, suggestions and questions. Please do not hesitate to contact Anna or I should you have any questions or suggestions as we move forward.

Scott

Scott Reiner, Assistant Director
Office of Comprehensive Services
804-662-9082
scott.reiner@csa.virginia.gov
www.csa.virginia.gov

TO:	CSA Coordinators
FROM:	Scott Reiner, Assistant Director
	Office of Comprehensive Services
DATE:	April 16, 2014
RE:	Verification of Intensive Care Coordination in the CSA Data Systems

As you are aware, CSA has focused considerable recent attention and resources on the provision of quality intensive care coordination (ICC) services. These efforts include the issuance of new policy by the State Executive Council and extensive training activities on High Fidelity Wraparound through the Center of Excellence at the Office of Comprehensive Services.

While evaluation of these efforts is in its very early stages, understanding utilization patterns for ICC is an essential starting point. To that end, one of the indicators reported by the Office of Comprehensive Services on its Performance Dashboard relates to the utilization of Intensive Care Coordination (ICC). Specifically, the indicator represents the number of children reported as receiving ICC in the reporting period as a percentage of the number of children reported as receiving residential services. The data from the most recent reporting period (10/1/13 – 12/31/13) is attached for your review. The large majority of localities are showing zero (0) ICC cases. In order for a case to count as ICC, the Service Program Type – SPT 3 (Intensive Care Coordination) must be entered in the Data Set. If that SPT is not used, ICC will not be reported. Based on our knowledge of the activities going on in many localities, it appears likely that ICC is not being properly reported in many instances.

As you can easily surmise, if the service is not correctly reported, any conclusions that may be drawn from the data will be incorrect. I am asking that you review the data from your locality. If you have not been correctly entering the SPT 3 code for ICC, please begin to do so immediately. As the dashboard is created on a quarterly basis, it may take several months for improved reporting practices to be seen and it is therefore critical that the service be reported accurately as soon as possible. Please contact me if you have questions about the data as reported in the dashboard.

Thank you for your cooperation in our shared efforts to accurately report on and evaluate the services provided through CSA. This allows us to better understand service utilization and effectiveness with the goal of improved outcomes for children, families and communities.

Agency Performance Dashboard

October - December 2013

Percent of youth receiving Intensive Care Coordination against all youth placed in residential settings

FIPS	Locality	# ICC	# Resid.	%
3	Albemarle	14	36	38.89%
510	Alexandria	0	7	0%
5	Alleghany	0	11	0%
7	Amelia	0	0	0%
9	Amherst	4	17	23.53%
11	Appomattox	5	6	83.33%
13	Arlington	5	32	15.63%
15	Augusta	10	15	66.67%
17	Bath	0	0	0%
515	Bedford City	0	0	0%
19	Bedford County	0	8	0%
21	Bland	0	3	0%
23	Botetourt	0	7	0%
520	Bristol	1	24	4.17%
25	Brunswick	0	2	0%
27	Buchanan	0	20	0%

FIPS	Locality	# ICC	# Resid.	%
99	King George	0	18	0%
101	King William	0	7	0%
103	Lancaster	0	7	0%
105	Lee	0	2	0%
678	Lexington	0	3	0%
107	Loudoun	0	17	0%
109	Louisa	5	11	45.45%
111	Lunenburg	0	6	0%
680	Lynchburg	1	26	3.85%
113	Madison	0	14	0%
683	Manassas City	0	9	0%
685	Manassas Park	0	2	0%
690	Martinsville	0	0	0%
115	Mathews	0	1	0%
117	Mecklenburg	0	15	0%
119	Middlesex	0	1	0%

29	Buckingham	0	8	0%
530	Buena Vista	0	7	0%
31	Campbell	0	13	0%
33	Caroline	1	14	7.14%
35	Carroll	0	10	0%
36	Charles City	0	5	0%
37	Charlotte	0	5	0%
540	Charlottesville	4	32	12.50%
550	Chesapeake	7	7	100.00%
41	Chesterfield	0	20	0%
43	Clarke	0	4	0%
570	Colonial Heights	0	0	0%
580	Covington	0	7	0%
45	Craig	1	1	100.00%
47	Culpeper	0	25	0%
49	Cumberland	0	4	0%
590	Danville	0	15	0%
51	Dickenson	0	6	0%
53	Dinwiddie	4	11	36.36%
57	Essex	0	8	0%

121	Montgomery	0	6	0%
125	Nelson	0	6	0%
127	New Kent	0	4	0%
700	Newport News	6	5	100.00%
710	Norfolk	0	33	0%
131	Northampton	0	0	0%
133	Northumberland	0	0	0%
720	Norton	0	1	0%
135	Nottoway	0	14	0%
137	Orange	0	12	0%
139	Page	0	6	0%
141	Patrick	0	0	0%
730	Petersburg	1	22	0%
143	Pittsylvania	2	14	14.29%
735	Poquoson	0	1	0%
740	Portsmouth	6	7	85.71%
145	Powhatan	0	11	0%
147	Prince Edward	0	7	0%
149	Prince George	0	2	0%
153	Prince William	0	63	0%

1300	Fairfax/Falls Church	62	107	57.94%
61	Fauquier	0	18	0%
63	Floyd	0	7	0%
65	Fluvanna	0	17	0%
620	Franklin City	0	3	0%
67	Franklin County	29	28	100.00%
69	Frederick	0	10	0%
630	Fredericksburg	0	3	0%
640	Galax	0	3	0%
71	Giles	0	4	0%
73	Gloucester	0	6	0%
75	Goochland	0	2	0%
77	Grayson	0	7	0%
79	Greene	0	6	0%
1200	Greensville/Emporia	0	4	0%
83	Halifax	0	14	0%
650	Hampton	2	36	5.56%
85	Hanover	4	13	30.77%
660	Harrisonburg	0	24	0%
87	Henrico	0	27	0%

155	Pulaski	0	20	0%
750	Radford	0	10	0%
157	Rappahannock	0	10	0%
760	Richmond City	9	50	18.00%
159	Richmond County	0	2	0%
770	Roanoke City	13	28	46.43%
161	Roanoke County	0	15	0%
163	Rockbridge	0	13	0%
165	Rockingham	0	31	0%
167	Russell	0	9	0%
775	Salem	0	6	0%
169	Scott	0	1	0%
171	Shenandoah	0	16	0%
173	Smyth	0	6	0%
175	Southampton	0	3	0%
177	Spotsylvania	17	61	27.87%
179	Stafford	0	28	0%
790	Staunton	5	9	55.56%
800	Suffolk	0	8	0%
181	Surry	0	2	0%

89	Henry	0	5	0%
91	Highland	0	0	0%
670	Hopewell	0	8	0%
93	Isle of Wight	0	3	0%
95	James City	5	4	0%
97	King & Queen	0	2	0%

183	Sussex	0	1	0%
185	Tazewell	0	5	0%
810	Virginia Beach	0	60	0%
187	Warren	7	8	87.50%
191	Washington	5	20	25.00%
820	Waynesboro	5	9	55.56%
193	Westmoreland	6	8	0%
840	Williamsburg	0	1	0%
840	Winchester	0	8	0%
195	Wise	0	12	0%
197	Wythe	0	11	0%
199	York	3	7	42.86%

CSA REPORTING--SUPPLEMENTAL ALLOCATION REQUEST--FY14

CSA SUPPLEMENTAL ALLOCATION REQUEST FORM—FY14

DATE	April 24, 2014
FIPS/LOCALITY	# 840 - Winchester Base Rate: 0.4587
CONTACT PERSON	Donna Veach
TELEPHONE	540 686-4826
E-MAIL ADDRESS	donna.veach@dss.virginia.gov
REPORT #	1

We certify that the information provided in this request for a supplemental allocation is accurate, and that the costs within the request were unanticipated and are required costs for specific mandated children pursuant to Section 2.2-5211.C of the Comprehensive Services Act. All cases have been assessed, where required, by the Family Assessment and Planning Team and comply with the provisions of the Code of Virginia, the CSA Manual, and the Appropriations Act.

THIS REQUEST IS FOR FISCAL YEAR FY14

		Case Count (a)	Actual FY14 Expenditures (b)	Projected Additional FY14 Expenditures (c)	Total Actual+Projected FY14 Expenditures (b + c = d)
1. MANDATED SERVICES / RESIDENTIAL					
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)	2	30,083.00	13,650.00	43,733.00
1b.	Foster Care - all others in Licensed Residential Congregate Care	2	47,796.00	20,449.00	68,245.00
1c.	Residential Congregate Care – CSA Parental Agreements ; DSS Noncustodial Agreements	0	0.00	0.00	0.00
1e.	Educational Services - Congregate Care	8	323,072.00	144,494.00	467,566.00
I.	MANDATED SERVICES / RESIDENTIAL SUBTOTAL (Sum of lines 1a. through 1c and 1e.)	12	400,951.00	178,593.00	579,544.00
2. OTHER MANDATED SERVICES					
2a.	Treatment Foster Care – IV-E	9	153,311.00	66,878.00	220,189.00
2a.1	Treatment Foster Care	7	206,536.00	15,459.00	221,995.00
2a.2	Treatment Foster Care – CSA Parental Agreements ; DSS Noncustodial Agreements	0	0.00	0.00	0.00
2b.	Specialized Foster Care – IV-E ; Community Based Services	0	0.00	0.00	0.00
2b.1	Specialized Foster Care	0	0.00	0.00	0.00
2c.	Family Foster Care – IV-E ; Community Based Services	13	13,930.00	22,824.00	36,754.00
2d.	Family Foster Care Maintenance only	4	12,710.00	2,664.00	15,374.00
2e.	Family Foster Care – Children receiving maintenance and basic activities payments; Independent living Stipend/Arrangements	5	31,749.00	7,630.00	39,379.00
2f.	Community - Based Services	44	82,215.00	55,842.00	138,057.00
2f.1	Community Transition Services – Direct Family Services to Transition from Residential to Community	0	0.00	0.00	0.00
2g.	Special Education Private Day Placement	3	27,214.00	26,791.00	54,005.00
2h.	Wrap-Around Services for Students With Disabilities	0	0.00	0.00	0.00
2i.	Psychiatric Hospitals/Crisis Stabilization Units	0	0.00	0.00	0.00
II.	SUBTOTAL (Sum of lines I+2a+2a1+2a2+2b+2b1+2c+2d+2e+2f+2f1+2g+2h+2i)	97	928,616.00	376,681.00	1,305,297.00
III.	Less Projected Refunds for the Fiscal Year:				69,761.00
IV.	Net Estimated Mandated Expenditures for the Fiscal Year: Line II.-Line III.				1,235,536.00

Comments:

This request is due to the decrease in CSA funding allocation for FY2014. This supplemental request aligns the CSA budget with historical spending trends. Increased costs related to residential placements have necessitated this request.

Effective with fiscal year 2008 supplemental requests, any locality whose Estimated mandated spending in fiscal year 2014 will exceed

their fiscal year 2013 actual expenses by more than 10% is required to include a statement in the comment portion of the supplement indicating the reason(s) for the increase.

CSA SUPPLEMENTAL ALLOCATION REQUEST FORM—FY14

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THIS REQUEST IS FOR FISCAL YEAR FY14

		Rate	Local Share	State Share	Totals
A.	Current Total Pool Allocation: Total dollar amount of pool funds allocated for FY14 which includes initial-allocation and any approved supplemental allocations. This includes mandated and non-mandated pool funds available. Initial Allocation : 1,194,697.00 Supplements Added : 0.00	-	548,007.51	646,689.49	1,194,697.00
B.	Current Non-Mandated Protected Amount: Total dollar amount of current non-mandated protected funds for FY14.	0.4587	0.00	0.00	0.00
C.	Projected Non-Mandated Costs for FY14: Amount of Actual plus Projected Non-Mandated expenditures for FY14. (RESIDENTIAL/CONGREGATE CARE) See Pool Fund Expenditures Report - Row 1D.	0.5734	0.00	0.00	0.00
C1.	Projected Non-Mandated Costs for FY14: Amount of Actual plus Projected Non-Mandated expenditures for FY14. (COMMUNITY BASED) See Pool Fund Expenditures Report - Row 3	0.2294	0.00	0.00	0.00
D.	Unused Non-Mandated Protected Funds Available: (Line B - Line C -Line C1)	-	0.00	0.00	0.00
E.	Mandated Funds Available: This number represents the existing allocated funds available for the mandated population. (Line A - Line B + Line D)	-	548,007.51	646,689.49	1,194,697.00
F.	Net Projected Mandated Expenditures Needed for the Fiscal Year: This number should be the actual mandated total dollar amount that your locality projects that it will need to pay for actual mandated expenses incurred through the end of June 30, 2014. (From Line IV)	-	-	-	1,235,536.00
G.	Congregate Care (Sum of lines 1a+1b+1c)	0.5734	64,208.19	47,769.81	111,978.00
H.	Other mandated - neutral rate (Sum of lines 1e+2a+2a1+2a2+2b+2b1+2d+2e+2g+2h+2i)	0.4587	467,189.62	551,318.38	1,018,508.00
I.	Other mandated - 50% less (Sum of lines 2c+2f+2f1)	0.2294	40,101.64	134,709.36	174,811.00
J.	Total Estimated FY14 Expenditures (Sum of lines G. through I.)	-	571,499.45	733,797.55	1,305,297.00
K.	Less Projected Refunds for the Fiscal Year	0.4587	31,999.37	37,761.63	69,761.00
L.	Supplemental Allocation Funds Requested (Additional Mandated Funds Needed): (Line J- Line K-LineA+Line C+Line C1)	-	-8,507.43	49,346.43	40,839.00

IMPORTANT!

All signatures indicated on the cover page are required. Documentation must be submitted demonstrating that the supplemental allocation being requested is only for mandated (or "sum sufficient") children, and that reasonable projections have been made to estimate the amount of funds needed.

CPMT CHAIRMAN:

Name Date Signature

CITY/COUNTY ADMINISTRATOR:

Name Date Signature

CPMT FISCAL AGENT:

Signature Date E-Mail Address

Address City ST Zip Phone