

Minutes
Winchester CPMT
10 Baker Street, Conference Room
Tuesday, July 8, 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
Mark Gleason, Northwestern Community Services Board
Craig Gerhart, City of Winchester
Lyda Kiser, Parent Representative
Sarah Kish, Winchester Public Schools
Peter Roussos, Dept. of Juvenile Justice
Paul Scardinc, National Counseling Group

MEMBERS/OTHERS NOT PRESENT

Kelly Bober, Child Advocacy Center

Others Present:

Karen Farrell, Winchester Comprehensive Services Act
Coordinator
Connie Greer, Winchester Dept. of Social Services
Katherine Hermann, Assistant City Attorney

RECAP OF CPMT VOTES:

Motion:

- Motioned to approve the minutes from June 10, 2014 CPMT Meeting.
- Motioned to approve the appointment of Winchester Public Schools Representative as Vice Chair for CPMT.
- 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

- 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:

- 1st: Dr. Devine
- 2nd: Ms. Dopkowski

- 1st: Mr. Gerhart
- 2nd: Ms. Dopkowski

- 1st: Ms. Kiser
- 2nd: Dr. Devine

- 1st: Dr. Devine
- 2nd: Ms. Dopkowski

- 1st: Dr. Devine
- 2nd: Ms. Dopkowski

Status:

- Approved
unanimously

- Approved
unanimously

- Approved
unanimously

- Approved
unanimously

- Approved
unanimously

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Item	Discussion	Action
	Disbursed: \$12,859.85 Remaining Funds: \$2,772.15 Unduplicated Foster Care Case Count: 87	The CPMT requested an additional line item for "Cost per Child" on the Nine Year Comparison Report.
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. Goals of work committee are achieved or in process. The upload of updated CSA policy and forms is in process. Forms will be PDF "Fillable" forms. 2. Meeting pendingt. 3. No report. 4. No report.
b. Eligibility Determination for Non-Medicaid Children		Mr. Gleason, Mr. Scardino and Ms. Dopkowski to schedule a meeting to review the Request for Quote template.
c. Intensive Care Coordination Services		No update from Office of Comprehensive Services (OCS).
d. CPMT Chair and Vice Chair Rotation	Vice Chair rotation	DJJ is not able to perform duties of Vice Chair at this time due to staffing shortage. The representative from Winchester Public Schools agreed to Vice Chair role, assuming Chair role on July 1, 2015 in accordance with this revised rotation schedule.

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Item	Discussion	Action
e. National Center for Missing and Exploited Children	Mr. Gleason explained the collaborative arrangement between NWCSB and the National Center for Missing and Exploited Children (NCMEC). NWCSB is currently the only agency with this relationship.	Mr. Gleason requested the CPMT to consider partnering with the NWCSB and NCMEC to be part of a collaborative model to assist in connecting victim's families with appropriate services. The Agencies represented agreed to cooperate in this effort.
f. New Business Resolution of CPMT Meetings 2014/2015	Resolution No. 2015-01 regarding the dates and times of regularly scheduled CPMT meetings	Dr. Devine motioned to approve Resolution No. 2015-01 regarding the dates and times of regularly scheduled CPMT meetings. Discussion ensued. A start time of 1:30 p.m. for the regularly scheduled CPMT meetings was suggested. Mr. Scardino seconded the motion as amended. The motion passed unanimously.
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.	Mr. Gleason asked that the meeting move into Executive Session. On motion by Ms. Kiser, seconded by Dr. Devine, the meeting moved into Executive Session.
Motion to Come Out of Executive Session & Immediately Reconvene in Open Session		Motion to come out of Executive Session by Dr. Devine and seconded by Ms. Dopkowski. 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. Dopkowski, and unanimously approved.
Motion to Approve All Cases	Motion to Approve all cases as accepted or amended. Mr. Scardino – abstained from 3 cases	All cases were approved, as noted, on motion by Dr. Devine, seconded by Mr. Roussos. Motion

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Item	Discussion	Action
		was approved with noted abstentions.
Motion to Adjourn/Next Meeting Date	The next CPMT meeting will be held Tuesday August 12, 2014 at 1:30 p.m., Winchester/Frederick County Health Department, 10 Baker Street, Conference Room, Winchester VA	The meeting was adjourned on motion by Ms. Dopkowski and seconded by Mr. Roussos at 3:15 p.m.

Attachments: May 2014 Financials
 June Agenda Attachments

Transcribed by CPG

CSA Pool Reimbursement Request Report Worksheet

Chart A

Date: July 1, 2014

Period Ending: June, 2014

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	1,812.50		1,812.50
1b. Foster Care - all other in Licensed Residential Congregate Care	1	20,449.03	9.45	20,439.58
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	3	23,056.75		23,056.75

	Number of Clients	Gross Total Expenditures	Expenditure Refunds	Net Total Expenditures
2. Other Mandated Services				
2a. Treatment Foster Care - IV-E	9	21,465.50	60.00	21,405.50
2a.1 Treatment Foster Care		0.00		0.00
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			41.97	-41.97
2c. Family Foster Care - IV-E; Community Based Services	6	1,216.41		1,216.41
2d. Family Foster Care Maintenance Only	1	666.00	828.52	-162.52
2e. Family Foster Care - Children Receiving Maintenance/Basic Activities; IL	4	2,155.20	87.00	2,068.20
2f. Community Based Services	8	10,268.15	75.00	10,193.15
2f.1 Community Transition Services		0.00		0.00
2g. Special Education Private Day Placement	2	8,514.75		8,514.75
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	1	691.25		691.25
4. Grand Totals: Sum of categories 1 through 3	36	90,295.54	1,101.94	89,193.60

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)	741.00
Child Support Collections through DCSE	360.94
Pool prior-reported expenditures re-claimed under IV-E	
Other (specify)	
Total Refunds (must agree with line 4)	1,101.94

Chart B



[CSA Statistics Home](#) > [CSA Pool Reporting](#)

**CSA Reports
Pool
Reimbursement
Reports
FY14
Transaction
History for
Winchester -
FIPS 840**

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

Pended Forms are not
on this report

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

<u>9</u>	07/31/2013	08/02/2013	\$166.42	\$493.75	(\$327.33)
<u>9</u>	08/31/2013	09/05/2013	\$70,156.19	\$40,942.14	\$29,214.05
<u>9</u>	09/30/2013	10/01/2013	\$76,193.02	\$44,898.67	\$31,294.35
<u>9</u>	10/31/2013	11/01/2013	\$76,052.90	\$47,385.06	\$28,667.84
<u>9</u>	11/30/2013	12/02/2013	\$109,379.65	\$62,089.91	\$47,289.74
<u>9</u>	12/31/2013	01/07/2014	\$103,368.41	\$57,125.30	\$46,243.11
<u>9</u>	01/31/2014	02/04/2014	\$108,602.83	\$59,713.28	\$48,889.55
<u>9</u>	02/28/2014	03/05/2014	\$115,147.77	\$63,686.43	\$51,461.34
<u>9</u>	03/31/2014	04/01/2014	\$66,667.82	\$38,763.54	\$27,904.28
<u>9</u>	04/30/2014	05/01/2014	\$152,250.00	\$81,510.21	\$70,739.79
<u>9</u>	05/31/2014	06/02/2014	\$30,652.63	\$19,820.25	\$10,832.38
<u>5</u>	06/30/2014	07/02/2014	\$89,193.60	\$48,502.90	\$40,690.70
Pool Reimbursement Expenditure Totals			\$997,831.24	\$564,931.44	\$432,899.80

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			\$261,128.76	\$143,745.56	\$117,383.20
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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
	- 05/31/2014	06/02/2014	\$30,652.63	\$19,820.25	\$10,832.38
	- 06/30/2014	07/02/2014	\$89,193.60	\$48,502.90	\$40,690.70
Pool Reimbursement Expenditure Totals			\$986,136.24	\$558,600.93	\$427,535.31
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):			\$249,399.76	\$137,397.07	\$112,002.69

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
-	05/31/2014	06/02/2014	\$0.00	\$0.00	\$0.00
-	06/30/2014	07/02/2014	\$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

Wrap-Around Services for Students with Disabilities
2013 - 2014

Chart C

Child	7	2	9	11	13	12	6	TOTAL SPENT
Agency	WPS-NREP	WPS-NREP	WPS-NREP	WPS	WPS	WPS-NREP	NWCBSB	
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					620.00
NOV	1,140.00			80.00	255.00		440.00	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				100.00
				Remaining Funds				11,629.00

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	66,667.82
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	152,250.00
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	30,652.63
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	89,193.60
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							
Medicaid Pay.	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	997,831.24
	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	1,059,593.66
Med. Loc. March	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	392,209.10
# Children Served	103	96	95	105	114	116	97	75	87
								(unduplicated youth served YTD)	(unduplicated youth served YTD)



Winchester Community Policy and Management Team

24 Baker Street
Winchester, VA 22601
540-662-3087
www.winchesterva.gov

I, Mark Gleason, Chairperson of Winchester Community Policy and Management Team, hereby certify on this 8th day of July 2014 that the following Resolution is a true and exact copy of one and the same adopted by the Community Policy and Management Team of the City of Winchester, assembled in regular session on the 8th of July 2014.

RESOLUTION

WHEREAS, the Community Policy and Management Team of the City of Winchester, Virginia, finds it desirable to establish a schedule of its Regular Meetings for the period beginning July 8, 2014 and concluding June 30, 2015; and

NOW THEREFORE, BE IT RESOLVED that all meetings hereinafter described shall be conducted at the Frederick-Winchester Health Department, 10 Baker Street, Winchester, Virginia, beginning at 1:30 P.M. for the Regular Meeting.

BE IT FURTHER RESOLVED that the following schedule of Regular Meetings is, hereby, adopted.

Schedule of Regular Meetings

July 8, 2014 (2:00 p.m.)	January 13, 2015
August 12, 2014	February 10, 2015
September 9, 2014	March 10, 2015
October 14, 2014	April 14, 2015
November 11, 2014	May 12, 2015
December 9, 2014	June 9, 2015

Resolution No. 2015-01.

ADOPTED by the Community Policy and Management Team of the City of Winchester on the 8th day of July 2014.

Witness under my hand,

*Mark Gleason,
Chairperson
Community Policy and Management Team*