

FREDERICK COUNTY CPMT AGENDA

April 27, 2020
1:00 PM
107 N Kent St
Winchester, VA
1st Floor Conference Room

Agenda

- I. Introductions
 - II. Adoption of Agenda
 - III. Consent Agenda
 - A. March Minutes
 - B. Budget Request Forms
 - IV. Executive Session
 - A. CPMT Appeal
 - V. Committee Member Announcements
 - A. As Needed
 - VI. CSA Report Jackie Jury
 - A. February Financial Report
 - B. March Financial Report
 - C. CSA Updates
 - VII. Old Business Jackie Jury
 - A. Strategic Plan Update
 1. UM/UR
 2. Survey
 - B. Families First Prevention Services Integration Model
 - C. EBP Regional Learning Collaborative
 - VIII. New Business
 - A. VJCCCA Peter Roussos
 - B. Emergency Operations Policy Revision Jackie Jury
 - C. Notice of Intent to Develop Policy Jackie Jury
 - D. Senate Bill No. 734 Jackie Jury
 - IX. Assigned Tasks
 - X. Next Meetings
 - CPMT May 18, 2020 1:00pm, 1st Floor Conference Room- See Memo for future dates
 - XI. Adjourn
- **Instructions for Closed 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 the Child & Family Team Meeting process, and whose case is being assessed by this team or reviewed by the Community Management and Policy Team
 - Motion to return to open session-
 - Motion that the Frederick County 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.
 - Roll Call Affirmation
 - Motion to Approve cases discussed in Executive Session

CPMT Meeting Minutes: Monday March 23rd, 2020

The Community Policy and Management Team (CPMT) Committee met on March 23, 2020 at 1:00 p.m. in the first-floor conference room at Frederick County Government Offices Administration Building, 107 North Kent Street, Winchester, VA 22601.

The following members were present:

- Dr. Colin Greene, Lord Fairfax District Health Department
- Jay Tibbs, Frederick County Government
- Tamara Green, Frederick County DSS
- Michele Sandy, Frederick County Public Schools
- Mark Legrys, Court Services Unit proxy

The following members were not present:

- Mark Gleason, Northwestern Community Services Board
- Dawn Robbins, Parent Representative
- Dana Bowman, Children's Service of Virginia

The following non-members were present:

- Jacquelynn Jury, CSA Coordinator
- Brittany Brewer, CSA Account Specialist

Call to Order: Tamara Green called the meeting to order at 1:09pm.

Adoption of March Agenda: Dr. Greene made a motion to adopt the January agenda as amended; Jay Tibbs seconded; CPMT approved.

Consent Agenda: The following items were put in the Consent Agenda for CPMT's approval:

- February 24th CPMT Minutes
- Budget Request Forms – Confidential Under HIPAA.

Adoption of February Minutes: Jay Tibbs made a motion to approve the February minutes; Michelle Sandy seconded; the CPMT approved.

Adoption of Budget Request Forms: Michele Sandy made a motion to approve the Budget Request Forms; Jay Tibbs seconded; the CPMT approved. Private Provider and Parent Representatives abstain from voting on funding for youth receiving services provided by their respective agency or where there may appear to be a personal financial gain from the provision of services.

Committee Member Announcements: N/A

CSA Report: Tabled until next meeting

- **Non-mandated/Protected Funds Budget:**
- **Special Education Wrap Budget:**

Office Updates: Tabled until next meeting

- High Fidelity WrapAround SOC Expansion Grant

Old Business: Tabled until next meeting

New Business:

- Emergency Operations Policy
 - As a result of the COVID-19 response by the federal, state, and local governments, it was determined that CPMT did not have a policy that adequately addressed long term closures or limitations placed upon the office due to serious event or incidents.
 - § The CSA Coordinator presented a proposed policy. CPMT made one minor language change.
 - Michele Sandy made a motion to approve the Emergency Operations Policy as amended; Dr. Greene seconded; the CPMT approved.
 - As recommended by the Assistant County Attorney, Jay Tibbs made a motion to invoke the emergency policy Tamara Green seconded; the CPMT approved.
- Remote Meetings Policy
 - In accordance with the Virginia Freedom of Information Act, the Board of Supervisors recently passed a policy to allow remote participation under certain circumstances. Likewise, a similar policy was introduced to CPMT for approval.
 - § CPMT discussed allowable circumstances for participating by phone, which would include a personal matter or a medical issue barring them from being physically present.
 - Michele Sandy made a motion to approve the policy; and Jay Tibbs seconded; the CPMT approved.

Review Assigned Tasks: None

Next Meeting: The next CPMT meeting is Monday, April 27th, 2020 at 1:00 p.m. in the First Floor Conference Room in the Frederick County Government Offices Administration Building. The Joint CPMT/FAPT meeting for March 31st, 2020 was cancelled due do COVID-19 restrictions.

Adjournment: Jay Tibbs made a motion to adjourn; Michelle Sandy seconded; the CPMT approved. The meeting was adjourned at 1:19 pm.

Minutes Completed By: Brittany Brewer



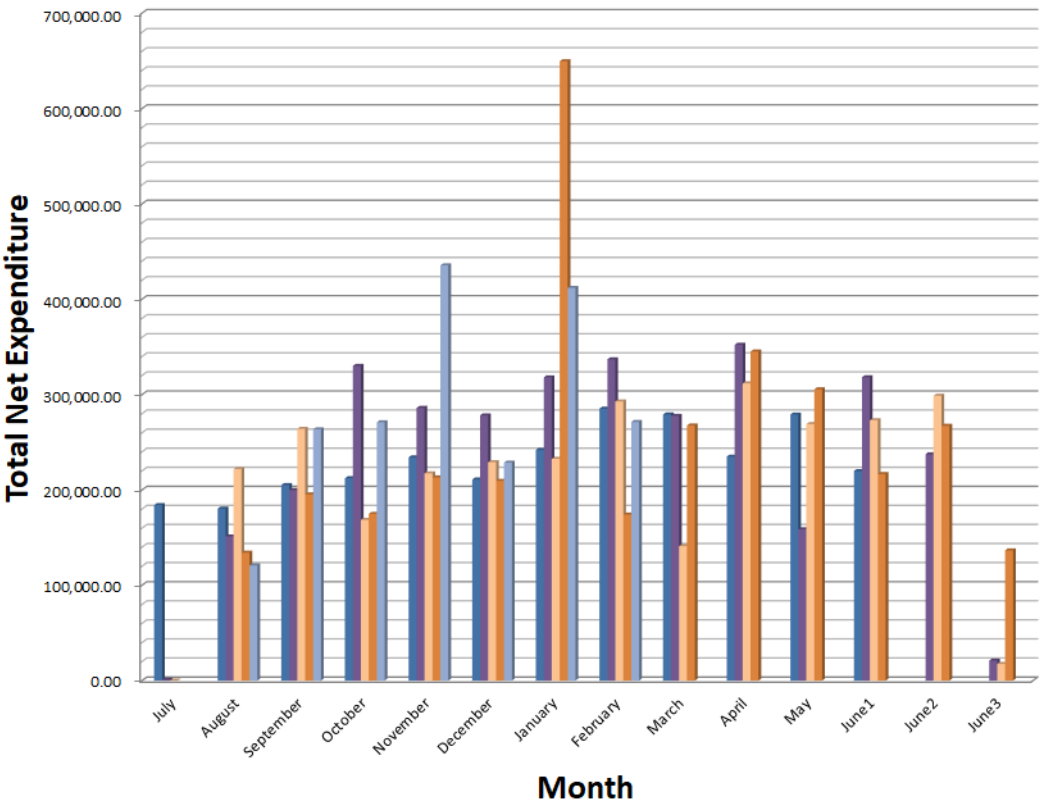
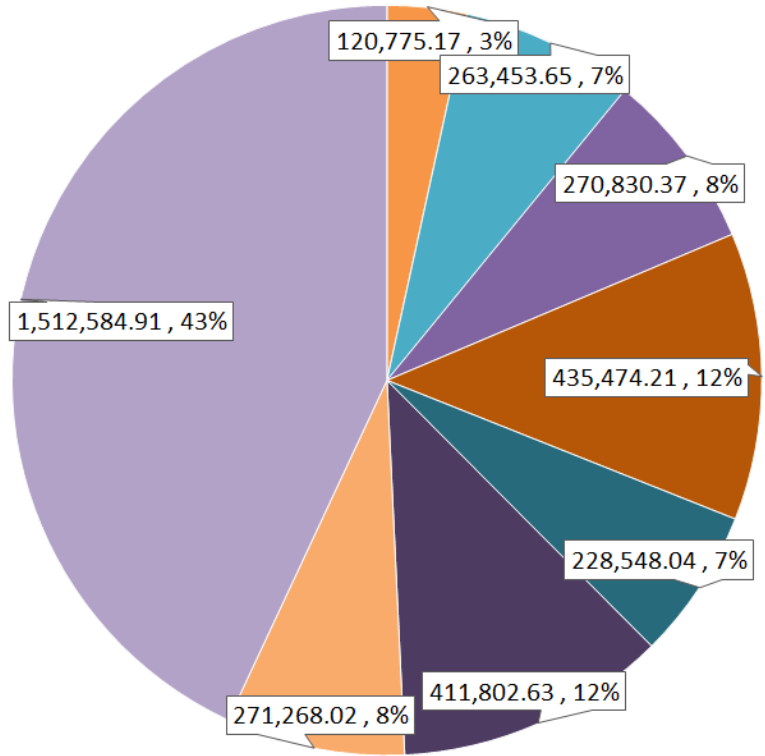
Frederick County CSA Financial Update: February 2020

of Reports Submitted: 7

YTD Total Net Spent with Wrap: \$2,002,152.09

YTD Local Net: \$806,876.49

% Used of Total Allocation



Balances

Total w/o Wrap: \$1,512,584.91

Non-Mandated: \$5,553.58

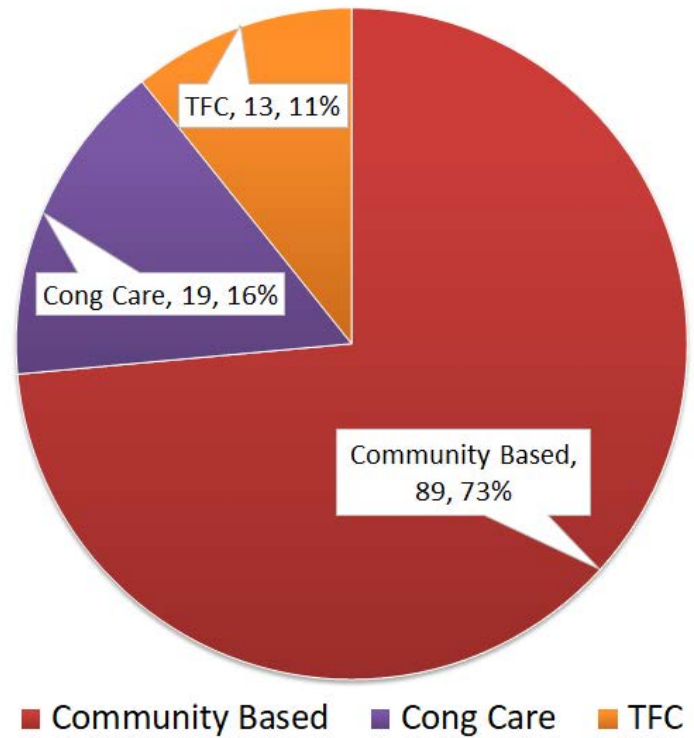
HFW Wrap Expansion Grant

Updates:

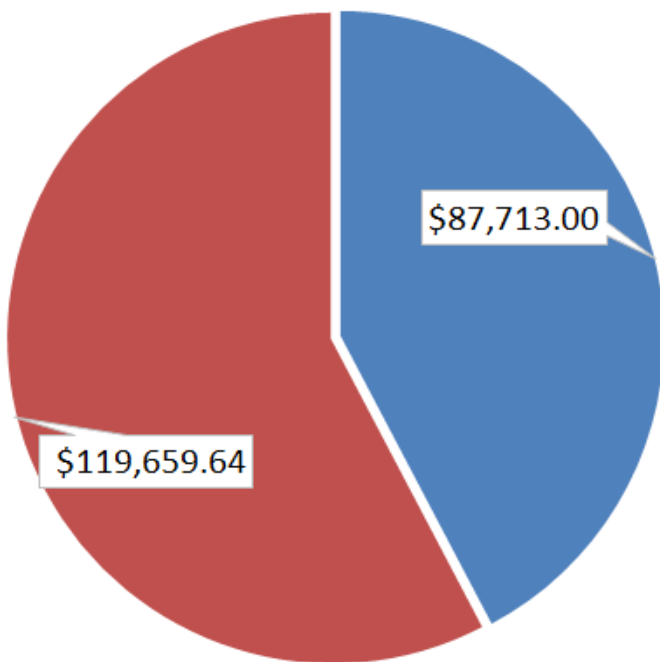
Grant Year 4:

- 17 of 40 Required Referrals
- 9 from Frederick, 2 from Warren, 5 from Winchester, & 1 from Clarke

Placement Environment

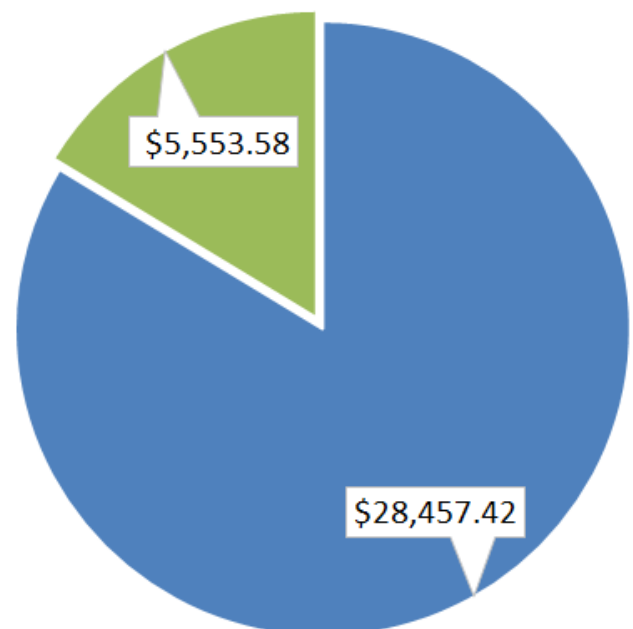


SpEd Wrap Used



Unduplicated Child Count Served to Date: 121

NonMandated (Protected) Used



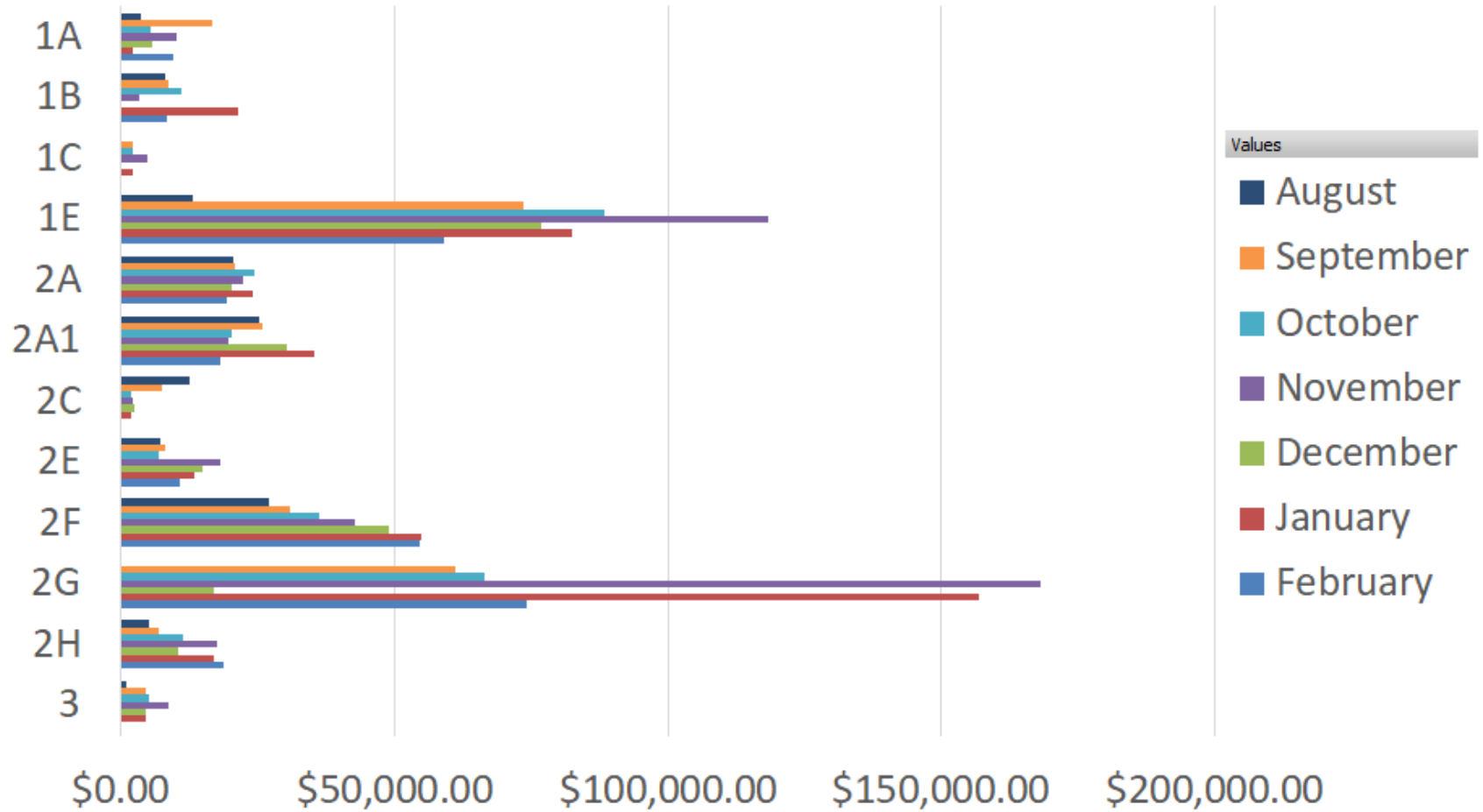
Initial SpEd Wrap Allocation
\$16,442.00

SpEd Wrap Encumbered:
\$98,297.00

Addt SpEd Wrap:
\$45,631.63
\$89,743.45
\$55,555.56

NonMandated Encumbered:
\$0.00

Monthly Spending by Primary Mandate Type



Primary Mandate Types (PMT):

1A- IV-E Congregate Care

1B- Non IV-E Congregate Care

1C- Parental Agreement Congregate Care

*PMTs from 1A-1C do not include Daily Education payment of congregare care placements

1E- Residential Education

*Includes all services for RTC IEP and Education only for all other RTC placements

2A- IV-E Treatment Foster Home

2A1- Non IV-E Treatment Foster Home

2A2- Parental Agreement Treatment Foster Home

2C- IV-E Community Based Services

*Only for youth placed in CFW Foster Homes

2E- Maintenance and Other Services

*Only Basic Maintenance and Daycare for youth in Foster Care

2F- Non IV-E Community Based Services

*Includes Daycare for youth not in Foster Care or IV-E CBS for youth placed in TFC or Cong Care

3- Protected Funds

*NonMandated

Frederick County

At-A-Glance

FY 2017

138

Distinct Child Count

3.4M

Gross Expenditures

3.3M

Net Expenditures

\$23,666

Average Expenditure

0.4348

Base Match Rate

0.4155

Effective Match Rate

FY 2018

152

Distinct Child Count

3.1M

Gross Expenditures

2.9M

Net Expenditures

\$19,324

Average Expenditure

0.4348

Base Match Rates

0.4123

Effective Match Rate

FY 2019

156

Distinct Child Count

3.4M

Gross Expenditures

3.3M

Net Expenditures

\$21,084

Average Expenditure

0.4348

Base Match Rates

0.3947

Effective Match Rate

19,424

Child Population (2016)

6.4%

Percent of Children in Poverty (2016)

12.7%

Percent of Students with a Disability (2016-17)

3.6%

Percent of Students Not Served in Regular Classroom (2016-17)

94.8%

On Time Graduation Rate (2017)

1.0

Rate of Child Abuse and Neglect Per 1,000 Children (2016)

83,742

Median Income of Families with Children (2016)

19,589

Child Population (2017)

5.5%

Percent of Children in Poverty (2017)

12.7%

Percent of Students with a Disability (2017-18)

3.0%

Percent of Students Not Served in Regular Classroom (2017-18)

93.3%

On Time Graduation Rate (2018)

1.4

Rate of Child Abuse and Neglect Per 1,000 Children (2017)

88,246

Median Income of Families with Children (2017)

Winchester City

At-A-Glance

FY 2017

177

Distinct Child Count

2.6M

Gross Expenditures

2.5M

Net Expenditures

\$14,160

Average Expenditure

0.4587

Base Match Rate

0.4502

Effective Match Rate

FY 2018

213

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3.1M

Gross Expenditures

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Net Expenditures

\$14,339

Average Expenditure

0.4587

Base Match Rates

0.4358

Effective Match Rate

FY 2019

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On Time Graduation Rate (2018)

6.2

Rate of Child Abuse and Neglect Per 1,000 Children (2017)

47,194

Median Income of Families with Children (2017)



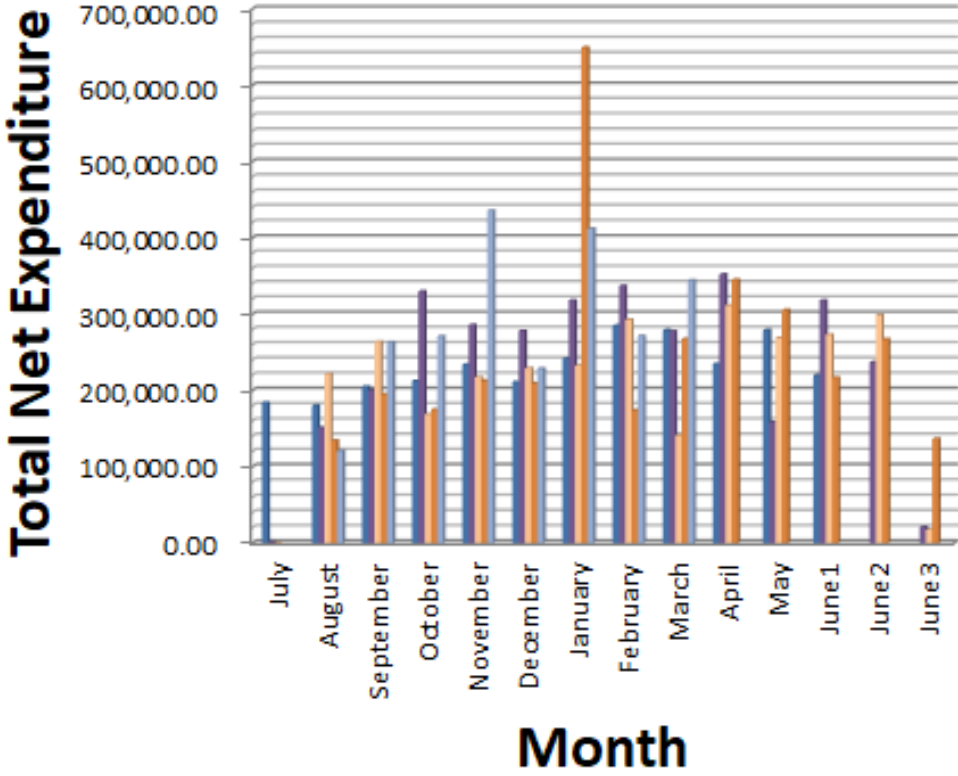
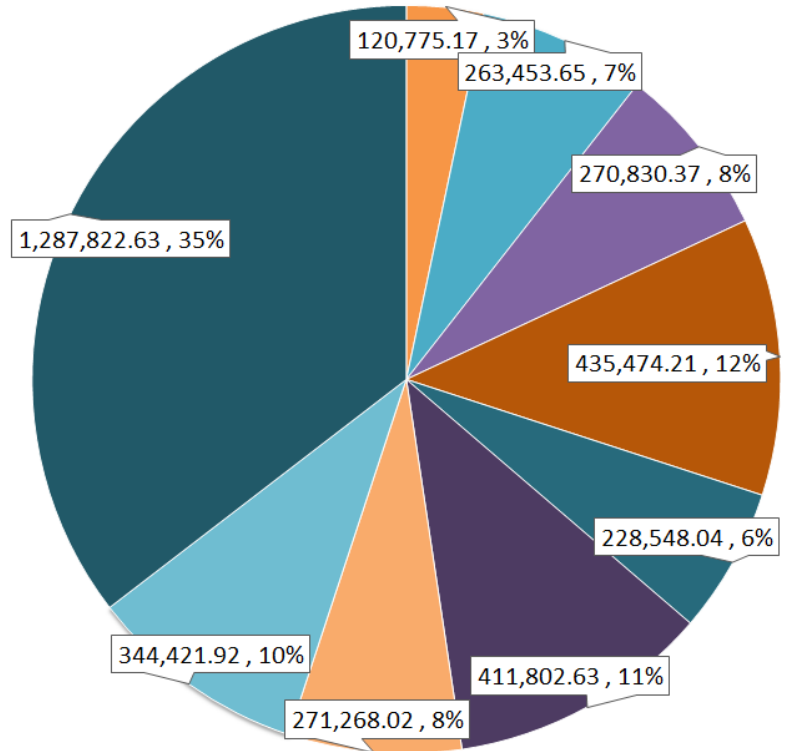
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of Reports Submitted: 8

YTD Total Net Spent with Wrap: \$2,346,574.01

YTD Local Net: \$948,340.31

% Used of Total Allocation



Balances
Total w/o Wrap: \$1,188,823.74
Non-Mandated: \$5,553.58

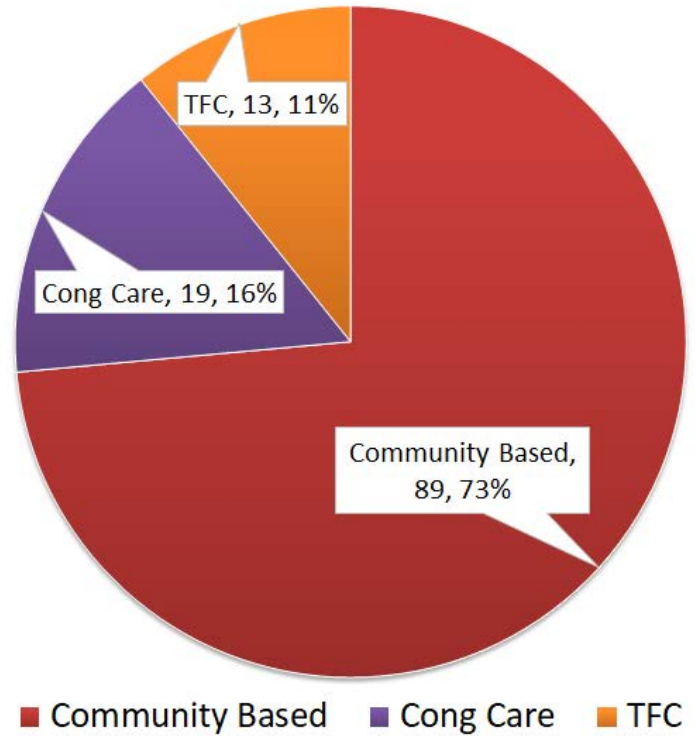
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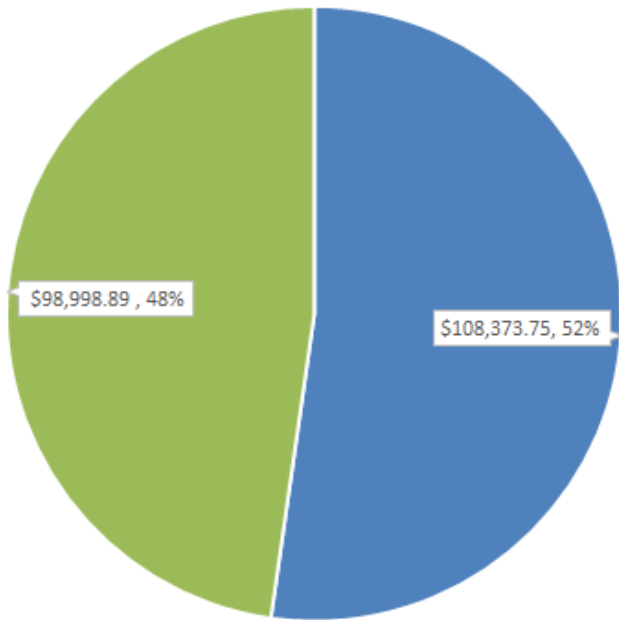
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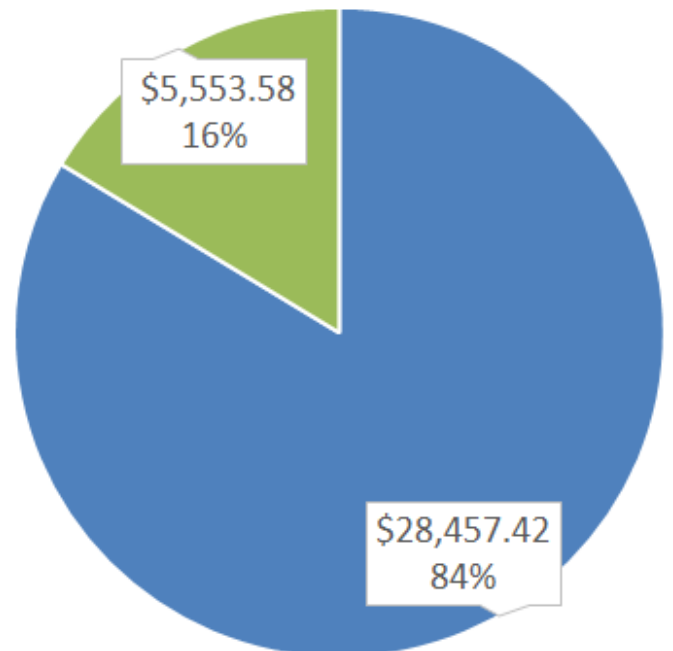


SpEd Wrap



Unduplicated Child Count Served to Date: 128

Protected Funds



Initial SpEd Wrap Allocation
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Emergency Operations

In the event that a local, state, or national declaration of emergency impedes the member agencies from being able to attend the FAPT or CPMT meetings, causing an inability to obtain a quorum, the following policies will apply:

FAPT Emergency Operations

The COV § 2.2-3703 Virginia Freedom of Information Act (FOIA), Section A.3 specifically excludes the Family Assessment and Planning Team from the requirements of FOIA regulations, allowing the team the freedom to use any means of communication without restriction. However, consideration must be given to Health Insurance Portability and Accountability Act (HIPAA) and protecting the Personal Health Information (PHI) of the youth and families we serve.

- Under emergency conditions, the FAPT will make every attempt to maintain its schedule through any combination of HIPAA compliant means, including phone and/or video conferencing. If obtaining a quorum is not possible, CPMT authorizes the continuation of funding for current services until the case can be reviewed at the next available FAPT meeting.
- If new services are necessary during this time, authorization can be obtained through the Emergency Funding process. See [Section 3.5.1](#) for Emergency Funding policy and procedures.
- Case managers must complete and submit a new budget request form signed by their supervisor for services to continue. Failure to do so will result in the denial of CSA funds.

These cases will be temporarily exempt from the CPMT requirements of FAPT review frequency (Section 3.7.5.1).

CPMT Emergency Operations

The COV § 2.2 Chapter 37 Virginia Freedom of Information Act informs government bodies on regulations pertaining to the conduct of public meetings. The Community Policy and Management Team is considered an open meeting and must comply with these regulations. Given one role of the CPMT is to authorize expenditures of the FAPT and other multidisciplinary teams, the youth and families we serve are dependent on CPMT's ability to approve funding. FIOA does not allow for members of open meetings to participate through electronic communication except in instances when the Governor has declared a state of emergency, and the purpose of the meeting is to discuss the emergency or when it is impracticable or unsafe to physically meet.-

- Under emergency conditions, the CPMT will make every attempt to maintain its schedule. If a quorum cannot be obtained, CPMT authorizes the continuation of funding for current services until the end of the month in which FAPT can review the services and a quorum can be obtained by CPMT. Upon obtaining a quorum, the CPMT will review the continuation of funding and requests for Emergency Funding that occurred during the period of absence.
- Only for the duration of emergency and while CPMT is unable to obtain a physical quorum, the CPMT gives the Chairperson authority to make decisions on behalf of the team on items that are necessary for CSA to continue operations and cannot be delayed until the next official meeting. Any decisions made will be presented and ratified at the next available CPMT meeting.

When the Governor declares a state of emergency and it is impracticable or unsafe to physically meet, Frederick Count CPMT has adopted the policy of the approved by the General Assembly below:

- “Notwithstanding any other provision of law, any public body, including any state, local, regional, or regulatory body, or a governing board as defined in § 54.1-2345 of the Code of Virginia may meet by electronic communication means without a quorum of the public body or any member of the governing board physically assembled at one location when the Governor has declared a state of emergency in accordance with § 44-146.17, provided that (i) the nature of the declared emergency makes it impracticable or unsafe for the public body or governing board to assemble in a single location; (ii) the purpose of meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body or common interest community association as defined in § 54.1-2345 of the Code of Virginia and the discharge of its lawful purposes, duties, and responsibilities; (iii) a public body shall make available a recording or transcript of the meeting on its website in accordance with the timeframes established in §§ 2.2-3707 and 2.2-3707.1 of the Code of Virginia; and (iv) the governing board shall distribute minutes of a meeting held pursuant to this subdivision to common interest community association members by the same method used to provide notice of the meeting.

- A public body or governing board convening a meeting in accordance with this subdivision shall:
 - 1. Give notice to the public or common interest community association members using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the public body or governing board conducting the meeting;

 - 2. Make arrangements for public access or common interest community association members access to such meeting through electronic means including, to the extent practicable, videoconferencing technology. If the means of communication allows, provide the public or common interest community association members with an opportunity to comment; and

 - 3. Public bodies must otherwise comply with the provisions of § 2.2-3708.2 of the Code of Virginia.

The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the public body or governing board.”

Explanation:

(This amendment provides authority for public bodies, including agencies, boards, and common interest communities to conduct electronic meetings during a declared state of emergency when it is impracticable or unsafe to assemble a quorum in a single location.)”

State Executive Council for Children's Services (SEC)

Notice of Intent to Develop Policy (SEC Policy 3.7)

Title of Proposed Policy:

Alignment of the Family First Prevention Services Act (FFPSA) and the Local CSA Process
(Proposed SEC Policy 3.7)

Background and Summary:

On July 1, 2020, the Commonwealth will implement the Family First Prevention Services Act (FFPSA) (Public Law 115-123) which was passed by Congress and signed by the President in 2018. The FFPSA establishes a new program and an associated funding source to deliver prevention services for children (and their families) who are at risk of entering foster care. The funding mechanism is Title IV-E of the Social Security Act and is 50% federal participation / 50% state matching funds. These federal reimbursements will flow through the state's Title IV-E agency, the Department of Social Services. Virginia unique Children's Services Act creates a collaborative, interagency system of funding to serve children and families, including those receiving foster care prevention services. Alignment of FFPSA implementation by local departments of social services and the local CSA teams is a necessary aspect of effectively addressing the needs of children and families.

The proposed SEC policy will require local Community Policy and Management Teams (CPMT) under the Children's Services Act to develop and implement a policy defining how the locality will align CSA activities with the new federal Family First Prevention Services Act (FFPSA).

Intent of Proposed Policy: The proposed policy will address the SEC's stated intention to facilitate alignment between all entities involved in the CSA system by having local CSA leadership thoughtfully address the issues of alignment as they apply to the FFPSA. The proposed policy is permissive – it does not specify how each locality will address this alignment, only that key areas of action be considered and addressed. The policies developed under this action will provide for clarity, elimination of duplicated efforts, and accountability.

The Office of Children's Services and the Virginia Department of Social Services will provide resources and support to local CSA teams and departments of social services in addressing the requirements of the proposed policy.

Suggested Language: Community Policy and Management Teams shall establish policies and procedures for the alignment of foster care prevention services funded through Title IV-E and the Family First Prevention Services Act (Public Law 115-123) with the local Children's Services Act program. Such policies and procedures shall address referrals of foster care prevention cases to the Family Assessment and Planning Teams (FAPT) and the roles and responsibilities of the FAPT and Community Policy and Management Team (CPMT).

Date of SEC Action: March 12, 2020

Stage: Notice

Public Comment Period: March 16 – May 1, 2020 (45 days)

Date/Stage of Next SEC Action: June 11, 2020 – Proposed Stage for a minimum of 60 days of public comment.

Public Comment will be accepted through the CSA website: www.csa.virginia.gov

Individuals wishing to be placed on the CSA Notification List should make such request via e-mail to csa.office@csa.virginia.gov

**Department of Planning and Budget
2020 Fiscal Impact Statement**

1. Bill Number: SB 734

House of Origin Introduced Substitute Engrossed
Second House In Committee Substitute Enrolled

2. Patron: Deeds

3. Committee: -

4. Title: Residential psychiatric placement and services; SOE, et al., to establish work group

5. Summary: The substitute bill directs the Secretaries of Education and Health and Human Resources to establish a work group to i) review the current process for approval of residential psychiatric placements and barriers to timely approval of residential psychiatric services for adolescents and children, (ii) develop recommendations for improving such process and ensuring timely approval of residential psychiatric placements and services for adolescents and children, and (iii) develop recommendations for a process to expedite approval of requests for residential psychiatric placements and services for adolescents and children who are receiving acute inpatient psychiatric services. The Commissioner of Behavioral Health and Developmental Services and the Director of Medical Assistance Services must serve as co-chairs of the work group. The work group must report its findings and recommendations to the Chairmen of the House Committee on Appropriations, the Senate Committee on Finance, and the Joint Subcommittee to Study Mental Health Services in the Commonwealth in the 21st Century by December 1, 2020.

6. Budget Amendment Necessary: No

7. Minimal Fiscal Impact

8. Fiscal Implications: It is expected that the Secretaries of Education and Health and Human Resources can meet the provisions of this bill with existing resources.

9. Specific Agency or Political Subdivisions Affected:

Secretary of Health and Human Resources
Secretary of Education
Department of Behavioral Health and Developmental Services
Department of Medical Assistance Services
Department of Social Services
Office of Children's Services

10. Technical Amendment Necessary: No

11. Other Comments: None