

# FREDERICK COUNTY CPMT AGENDA

February 27, 2022  
1:00 PM  
107 N Kent St  
Winchester, VA  
1<sup>st</sup> Floor Conference Room

## Agenda

- I. Introductions
- II. Adoption of Agenda
- III. Consent Agenda Jackie Jury
  - A. January Minutes
  - B. Budget Request Forms
- IV. Executive Session
  - A. None
- V. Committee Member Announcements
- VI. CSA Office Business Jackie Jury
  - A. January Financial Report
  - B. UR/CQI Specialist position
  - C. Committee Vacancy Recruitment
- VII. Old Business
  - A. Audit Discussion/Quality Improvement Plan Update Jackie Jury
  - B. CSA Program Improvement Update David Alley/Jerry Stollings
- VIII. New Business Jackie Jury
  - A. Legislative Updates
- IX. Informational Items Jackie Jury
  - A. 2022 CSA Local Resource Survey
  - B. OCS Newsletter- Winter 2023
- X. Assigned Tasks
- XI. Next CPMT Meeting
  - March 27, 2023, 1:00-3:00pm, 1<sup>st</sup> Floor Conference Room
- XII. 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: Wednesday, January 25, 2023**

The Community Policy and Management Team (CPMT) met in the 1<sup>st</sup> Floor Conference Room at 107 N Kent St, Winchester, VA 22601, on January 25, 2023, at 11:00 am. The meeting was rescheduled from Monday, January 23, 2023, due to a lack of quorum.

#### ***The following members were present:***

- David Alley, Private Provider Representative, Grafton Integrated Health Network
- Jerry Stollings, 26<sup>th</sup> District Juvenile Court Service Unit
- Jay Tibbs, Frederick County Administration
- Denise Acker, Northwestern Community Services Board, Attended Virtually
- Tamara Green, Frederick County Department of Social Services
- Leea Shirley, Lord Fairfax Health District

#### ***The following members were not present:***

- Dr. Michele Sandy, Frederick County Public Schools

#### ***The following non-members were present:***

- Jacquelynn Jury, CSA Coordinator
- Robbin Lloyd, CSA

***Call to Order:*** Denise Acker called the meeting to order at 11:05 pm.

***Introductions:*** None

***Adoption of Agenda:*** Leea Shirley made a motion to adopt the January agenda; Jay Tibbs seconded; CPMT approved.

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

- December 18, 2022- CPMT Minutes. Jerry Stollings made a motion to approve the December minutes; Tamara Green seconded, CPMT approved.
- Budget Request Forms- Confidential Under HIPAA. Jay Tibbs made a motion to accept the Budget Request Forms, David Alley seconded, CPMT approved.

***Executive Session:*** None

***Committee Member Announcements:*** None

#### ***CSA Office Business:***

- CSA Financial Report
- December 2022 Financial Report
  - Monthly Net Expenditures- \$366,045.22 or 10% of the total allocated, including Protected and SpEd WrapAround Funds.
  - Year to Date Net Expenditures- \$1,587,396.02 or 44% of the total allocated, including Protected and SpEd WrapAround Funds. Local match amount was not

available due to state issues integrating OCS Account Management Software into a multifactor authentication process.

- Remaining- \$2,021,421.97 or 56% of the total allocation. Remaining without Wrap- \$1,967,989.28.
- Protected Funds- \$13,979.50 spent, \$29,477.50 remaining, with \$7,260 encumbered.
- SpEd Wrap Funds: \$46,567.30 spent, \$53,432.69 remaining, with \$30,150.00 encumbered.
  - Youth Served: 106 total
  - 68 in Community Based Services
  - 15 in Private Day School
  - 17 in Congregate Care
  - 21 in TFC
- UR/CQI Specialist Vacancy – Three applicants were interviewed to fill the UR/CQI position; no offers were made.
- Committee Vacancy Recruitment- The CSA Coordinator provided information to an individual who expressed interest in serving as a Private Provider for FAPT but has not yet heard back.

***Old Business:***

- Audit Discussion-
  - A proposed Quality Improvement Plan (QIP) was developed and summarized by the CSA Coordinator to address the 4 points noted in the audit findings. Approval of the QIP was requested to meet the January 27, 2023, deadline for submission.
    - Item #1- CANS- An email was sent to the CPMT members with copies of the CANS Frequency Chart which is in the Local Policy and Procedure Manual. CPMT members acknowledged they provided the chart to the case managers in their agency. The CSA Coordinator will conduct a New Case Manager training which will include the procedures for submitting the CANS. The training session will be held on February 10<sup>th</sup>.
    - Item #2- SOEI- Develop a formal procedure for notifying the County Clerk of new FAPT members who are not agency representatives and need to complete the Statement of Economic Interest form. The procedure will be submitted for review and approval at the February CPMT meeting.
    - Item #3- Copayment- Examine the current copayment procedures and develop alternative options that enable CSA to meet state dataset collection requirements and COV guidelines while avoiding any handling of cash. The target date to establish a new process and submit to CPMT for approval is May with implementation on July 1st.
    - Item #4- CPMT Governance, Program Activities- Develop and implement a training plan which would include identifying all the parties who need to be trained to include: CPMT, FAPT, Case Managers, the roles they play and what trainings they should receive.

David Alley made a motion to approve the Quality Improvement Plan, Leea seconded, CPMT approved.

- CSA Program Improvement Update-

- David Alley noted that he and Jerry Stollings were on target to have focus group meetings completed by the next CPMT meeting. The CSA Coordinator will resend the link to the shared folder where the team can collaborate on meeting questions.
- DBHDS Memo-
  - DBHDS provided updated reporting instructions to CSBs and CPMTs for youth in need of acute care or residential treatment, but admission was not obtained within 10 or 30 days, respectively.
- CPMT Leadership Competencies-
  - David Alley made a motion to table this discussion until further notice, Tamara Green seconded, CPMT approved.

***New Business:***

- Administrative Memorandum #23-1- Currently, OCS programs are moving to multi-factor authentication software to maintain their security standards with the data that is collected. There have been conflicts with this transition which is preventing the CANVaS users from signing into the new platform.
- Legislative Bill HB 2018- this bill proposes an exception to the confidentiality standards for FAPT/CPMT Teams when a “child poses a threat of violence of physical harm to himself or others, the team can share information to local law enforcement or applicable threat assessment team established pursuant to § 22.1-79.4”.

***Informational Items:***

- Trauma Informed Agency Self-Assessment- Virginia HEALS developed and published a self-assessment for agencies to evaluate their level of competency using trauma informed practices and an Action Planning Tool to assist with their process improvement.

***Assigned Tasks:***

- The CSA Coordinator will continue to address the tasks identified in the Quality Improvement Plan.
- The CSA Coordinator will resend the link for the questions being developed for the focus groups as part of the CSA Program Improvement Plan.

***Next Meeting:*** The next CPMT meeting will be held Monday, February 27, 2023, at 1:00 pm in the 1<sup>st</sup> Floor Conference Room.

***Adjournment:*** Leea Shirley made a motion to adjourn, Jerry Stollings seconded, and the motion was approved. Leea Shirley noted that she will be absent from the February meeting. The meeting was adjourned at 12:15 pm.

***Minutes Completed By:*** Robbin Lloyd



# Frederick County CSA Financial Update: January 2023

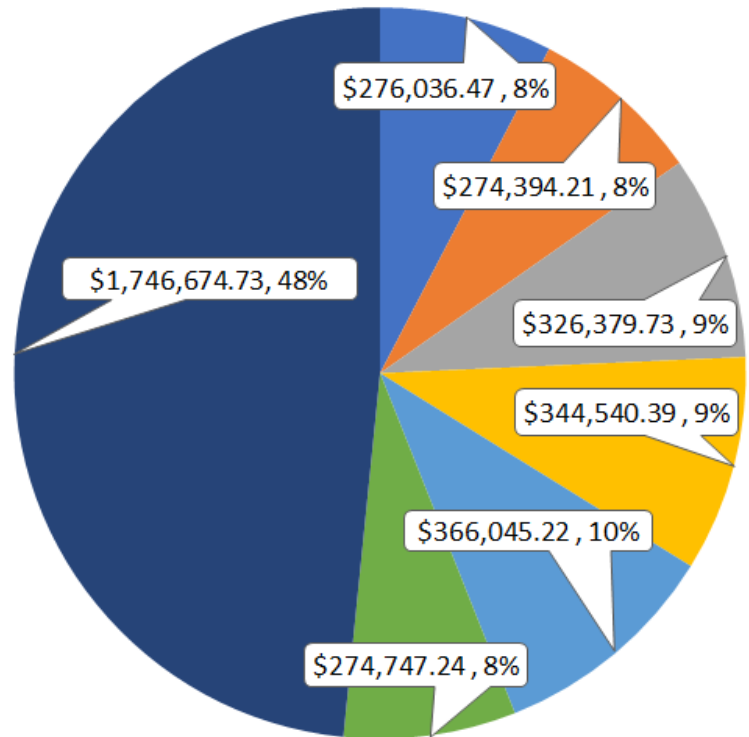
# of Reports Submitted: 6

YTD Total Net Expenditures:  
\$1,862,143.26- 52%

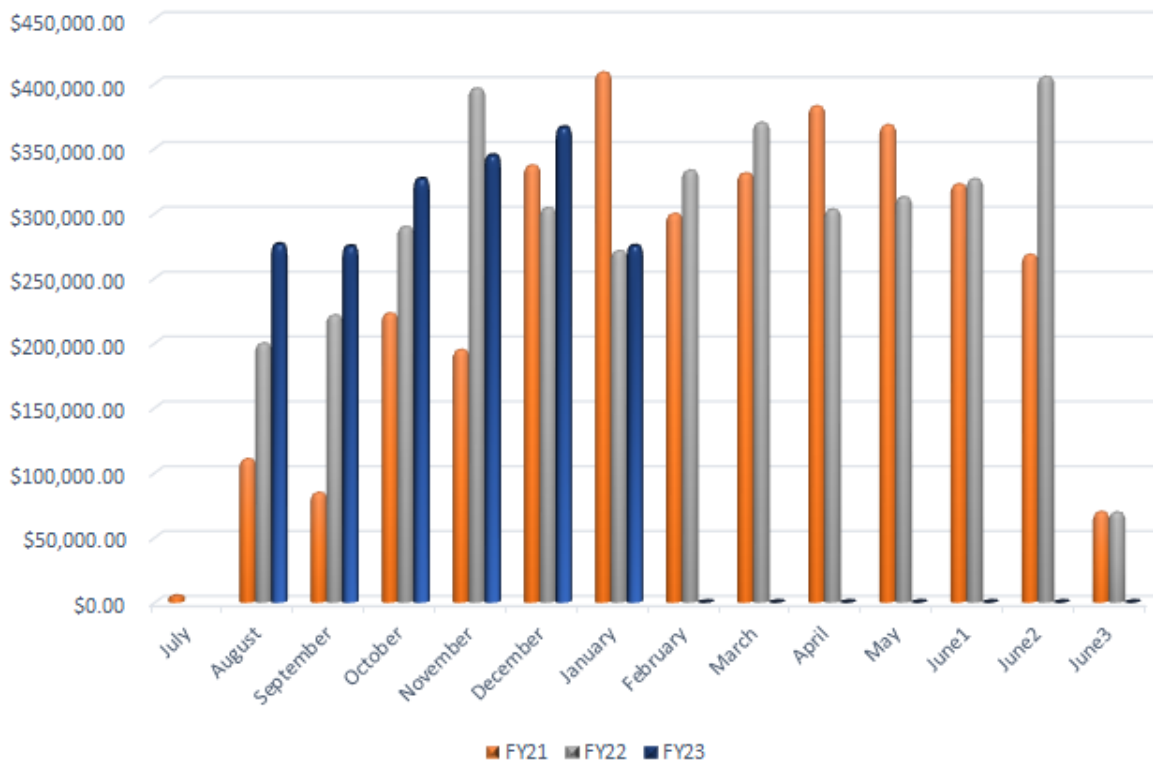
YTD Local Net Expenditures:  
\$710,349.93

Remaining without Wrap: \$1,746,674.73

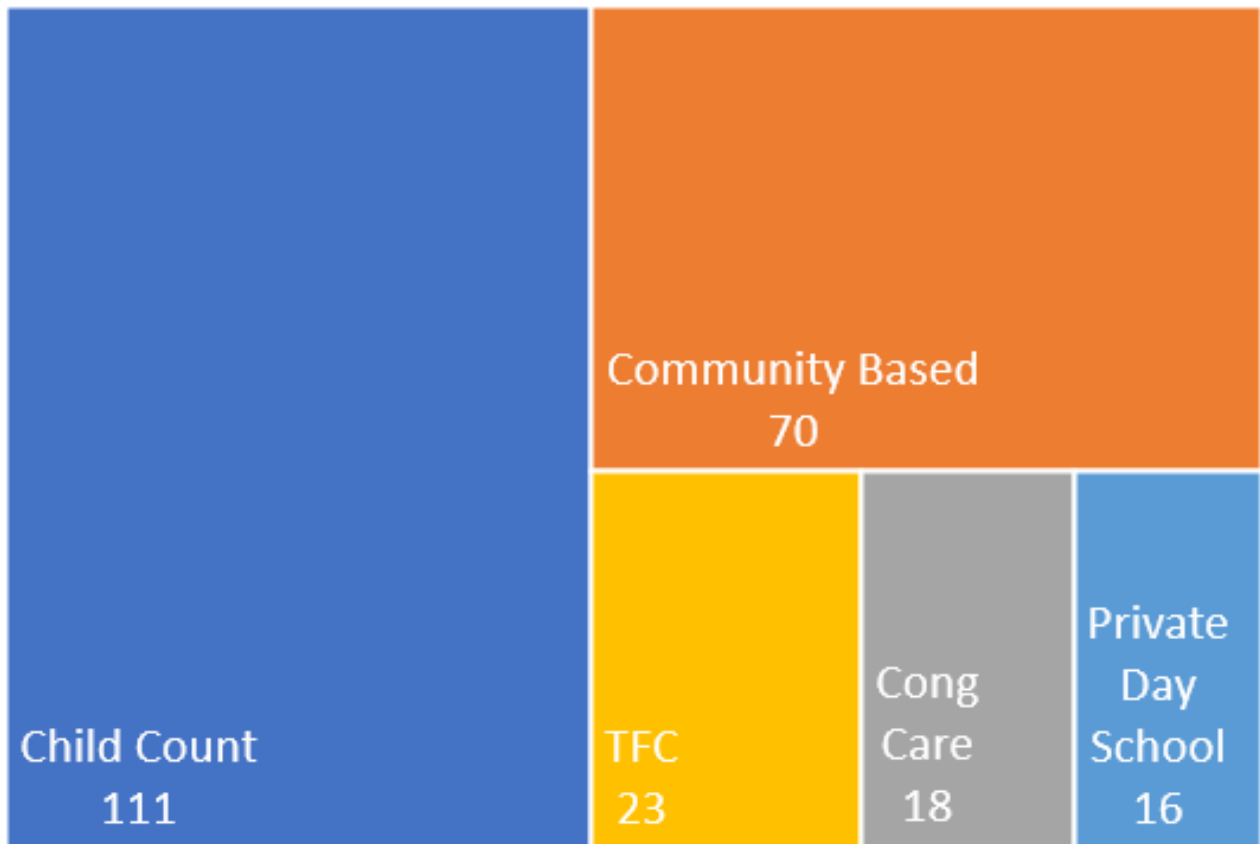
Monthly Expenditure



Monthly Net Expenditures



# Placement Environment



Unduplicated: Child Count, Congregate Care, Therapeutic Foster Care, Community Based Services

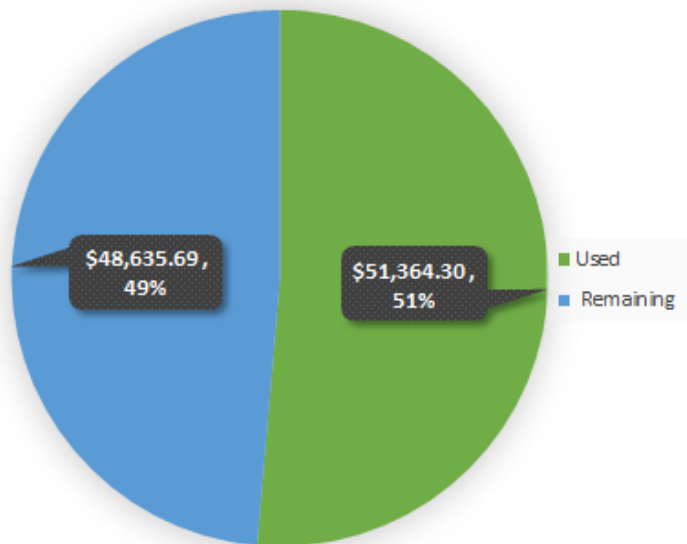
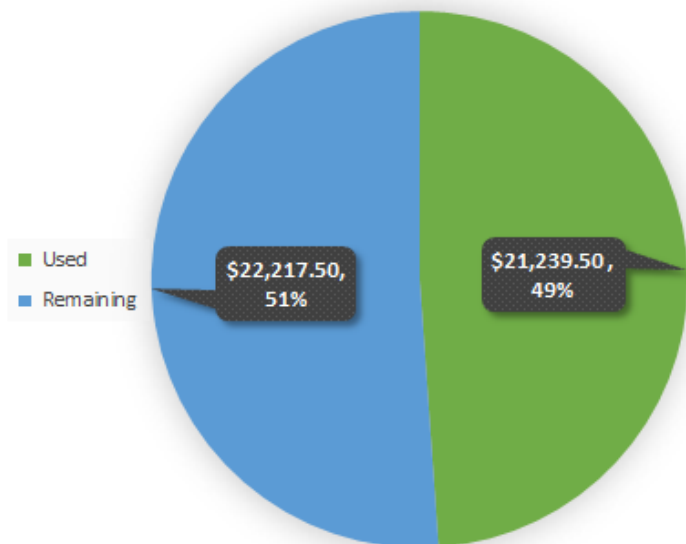
\*Possible duplication of Private Day School students with youth in Congregate Care

Protected Encumbered  
\$0.00

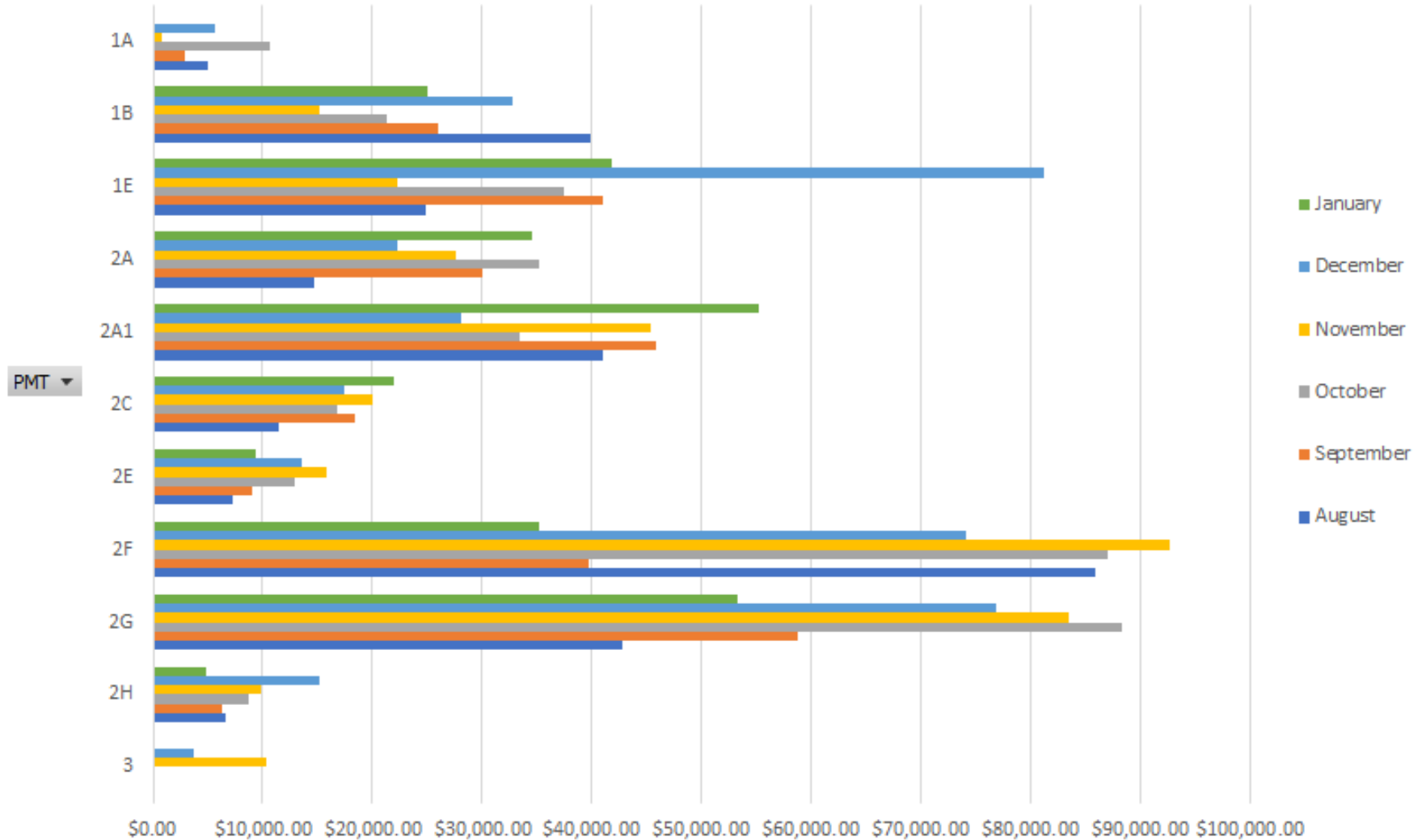
SpEd Wrap Encumbered  
\$25,025.00

Protected Funds

SpEd Wrap



# Primary Mandate Type Expenditures by Month



## 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 congregate 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

2G- Private Day School

2H- Special Education Wrap Around Services

3- Protected Funds

\*NonMandated

**Frederick County CPMT  
CSA Program Audit FY23  
Quality Improvement Plan**

Audit Report No. 23-2022

Records Reviewed: November 1, 2021-October 1, 2022

Prepared by: Jackie Jury, CSA Coordinator

**CPMT Membership:**

- Denise Acker, Northwestern Community Services Board, Chair
- Michele Sandy, Frederick County Public Schools, Vice-Chair
- Jay Tibbs, County Administration
- Jerry Stollings, 26<sup>th</sup> District Juvenile Court Services Unit
- Leea Shirley, Lord Fairfax Health District
- Tamara Green, Department of Social Services
- David Alley, Private Provider Representative

**Significant Non-Compliance Observations**

1. *Item #1.- “Expenditure reimbursements were requested and processed for payment of services where the requirements for compliance with State and local CSA policies and procedures were not met. Per Code of Virginia (COV) § 2.2-5212, access to the state pool of funds includes the use of a uniform assessment instrument and process. The Child and Adolescent Needs and Strengths (CANS) Assessment is the approved uniform assessment instrument per CSA Policy 3.6 Mandatory Uniform Assessment Instrument (Adopted December 18, 2007, Revised December 13, 2018). CSA Policy states that the CANS assessment is required initially, annually, and upon discharge from the CSA process. An annual CANS had not been completed timely for one (1) client case file examined, resulting in \$12,940.11 in questioned costs, of which \$7,313.75 represents the state share. The applicable period of service was January 2021 through November 2021.”*

Quality Improvement Plan Details			
Item #1- CANS			
Quality Improvement Task	Responsible Party	Target Date	Status
Review local policy and procedure to locate process failure and determine if revision is needed.	CSA Coordinator CPMT	1/23/23	Completed



Send CPMT members copy of CANS Completion Frequency chart from policy.	CSA Coordinator	1/23/23	Completed
CPMT members will provide chart to case managers within their agency.	CPMT Members	1/31/23	Completed
Provide New Case Manager Training.	CSA Coordinator	2/10/23	Completed
Develop and Implement Training Plan	CSA Coordinator	6/30/23	In Progress

2. *“COV §2.2-5207 requires completion of the Statement of Economic Interest (SOEI) filing by non-public officials designated as members of the FAPT. Guidance provided in OCS Administrative Memo #18-02 Statement of Economic Interest Filings for FAPT and CPMT Members directs that the forms be completed upon appointment and filed with the clerk of the local governing body, who is responsible for maintaining these filings as public records for five years. Non-public members on the FAPT did not complete the SOEI form. This internal control established by CSA statutes and operating guidance was not effectively implemented by the CPMT as a safeguard against conflicts of interest.”*

Quality Improvement Plan Details			
Item #2- SOEI			
Quality Improvement Task	Responsible Party	Target Date	Status
Develop procedure to inform Office of the County Clerk when non-public agency representatives are appointed to FAPT.	CSA Coordinator	2/27/23	In Progress

3. *“Parental co-payment collections between FY 19-21 (refer to exhibit A) have not been reported in accordance with CSA Policy 4.5.2.e, Pool Fund Reimbursement. Instead, Frederick County’s parental co-payment policy for community-based services requires the parents to pay the assessed co-payment directly to the service provider. The assessed parental contribution is deducted from the authorized funding amount when the purchase order is issued, and the co-pay may be divided based on percentage if there are multiple providers. This policy and practice undermine the accuracy of financial reporting of actual parental contribution collected and inappropriately defers responsibility for collection to the provider. This practice assumes that the service provider actually collects the full co-pay required by the parent. The likelihood of misstatements in the Pool Fund Reimbursement Reports is significantly increased because it reports the reduced expenditure without acknowledgment of the parent contribution as the cause and also misrepresents actual expenditures due to the disparity that may exist between the assessed co-payment initially deducted by the CSA program and the actual co-payment collected by the service provider.”*

*“Further, responsibility for the collection of assessed parental contributions rests with the CPMT in accordance with Appropriation Act, which states in Item 292. E.: ‘Pursuant to subdivision 3 of § 2.2-5206, Code of Virginia, Community Policy and Management Teams shall enter into agreements with the parents or legal guardians of children receiving services under the Children's Services Act.’”*

Quality Improvement Plan Details			
Item #3- Copayment			
Quality Improvement Task	Responsible Party	Target Date	Status
Examine Copayment procedures and brainstorm ways in which collection amounts could remain the responsibility of the vendor while meeting the requirements of financial reporting.	CSA Coordinator CPMT	2/27/23	In Progress
Determine if other agency collaboration is needed and consult with appropriate contact as necessary.	CSA Coordinator	3/27/23	Not Started
Select a procedure that enables the CSA Office to manage copayments within the regulations of reporting and COV guidelines.	CPMT	3/27/23	Not Started
Review steps and finalize process with all parties involved.	CSA Coordinator	4/24/23	Not Started
Present CPMT with revised written procedure and policy (if necessary) reflecting the new process for approval.	CSA Coordinator	5/22/23	Not Started
Implementation of new copayment policy	Stakeholders	7/1/23	Not Started

## Proposed Policy & Procedure Manual Changes

### 3.3.2 Family Assessment & Planning Team

In accordance with COV § 2.2-2648, the FAPT “shall assess the strengths and needs of troubled youths and families who are approved for referral to the team and identify and determine the complement of services required to meet these unique needs”.

#### 3.3.2.1 Bylaws

##### 3.3.2.1.1 Purpose

The FAPT develops a service plan in collaboration with parents and based on the information provided at the meeting by the youth, his or her family, and the involved agencies, as well as the existing treatment/service plans from each agency.

##### 3.3.2.1.2 Membership

- Each member of the Family Assessment and Planning Team (FAPT) is appointed by the CPMT and includes representation from the Community Services Board, the Department of Social Services, the Juvenile Court Services Unit, Frederick County Public Schools, a private provider of service for the eligible population and a parent representative.
- FAPT members are assigned by their agency directors, or their designees. The minimum term for FAPT members shall be one year. Each agency will identify at least 1 trained alternate from their agency who will be available to attend in place of their regular member in case of absence. Those individuals will be trained by the CSA Office.
- Vacancies in the FAPT Parent Representative or Private Provider Representative position will be announced by the CSA Office. Interested parties are required to send a letter of interest to: Frederick County CSA Office, 107 North Kent Street, 2nd Floor, Winchester, VA 22601. Private provider and parent representatives are appointed for two-year terms.
- The FAPT Parent Representative and Private Provider Representative are required to submit a Statement of Economic Interest (SOEI) in accordance with §2.2-3117 of the State and Local Government Conflict of Interests Act. Upon appointment by the CPMT, the CSA Coordinator shall provide the county clerk with any information necessary to initiate and obtain the SOEI from the appointed individuals.
- “Parent Representatives who are employed by a public or private program which receives funds pursuant to this chapter or agencies represented on a Community Policy Management family assessment and planning Team may serve as a parent representative provided that parent representatives who are not employed by a public or private program that receives funds pursuant to this chapter or agencies represented on a family assessment and planning team are prioritized for participation where practicable” they do not, as part of their employment, interact directly on a regular and daily basis with children or supervise employees who interact on a daily basis with children. Notwithstanding this provision, foster parents may serve as parent representatives. The intent is to avoid an appearance of conflict of interest and compromising the independence of the parent's participation. (COV § 2.2-5207)
- The term for the FAPT Chair shall be three months. If the FAPT Chair is unable to attend a meeting, they must make arrangements for another regular FAPT member to be Acting Chair and notify the CSA Coordinator. The minimum requirements for FAPT members before they are eligible to serve as FAPT Chair shall be attendance at ten FAPT meetings. Private Provider and Parent Representatives are excluded from eligibility to be FAPT Chair. In the event that all participating FAPT members are necessary to maintain a quorum, the CSA Coordinator may serve as Chair.

##### 3.3.2.1.3 Quorum

It is expected that all members of the FAPT or their alternates will attend all scheduled meetings. For purposes of establishing a quorum, FAPT members representing the majority of the participating members must be present. Where appropriate, the FAPT may request participation by other agencies or private participants.

*3.3.2.1.4 Decision Making*

- All agencies currently providing services to the child should be represented.
- The FAPT decision making process shall include three phases: information sharing, deliberation and decision. That process should be explained to the family, including a diagram/visual if necessary. The family should also be told that they may hear differing opinions and that this is part of the process.
- A minimum of 3 FAPT members or majority of those present, whichever is greater, is required in approval of a final service plan. This represents the majority of members and is in line with Medicaid requirements for needed FAPT signatures.

## **Department of Planning and Budget 2023 Fiscal Impact Statement**

**1. Bill Number:** HB2018

**House of Origin**     Introduced     Substitute     Engrossed

**Second House**     In Committee     Substitute     Enrolled

**2. Patron:** Adams, L.R.

**3. Committee:** Committee Referral Pending

**4. Title:** Children's Services Act; information sharing; confidentiality exception.

**5. Summary:** Allows family assessment and planning teams (FAPT) and community policy and management teams (CPMT) to share information with local law enforcement or threat assessment teams established by local school boards if a FAPT or CPMT obtains information from which the team determines that a child poses a threat of violence or physical harm to himself or others. Under current law, all information about specific children and families obtained by FAPT and CPMT members must be kept confidential.

**6. Budget Amendment Necessary:** No.

**7. Fiscal Impact Estimates:** No fiscal impact.

**8. Fiscal Implications:** None.

**9. Specific Agency or Political Subdivisions Affected:** Office of Children's Services

**10. Technical Amendment Necessary:** No.

**11. Other Comments:** None.

**2023 SESSION****HB 2018 Children's Services Act; information sharing, confidentiality exception.**

Introduced by: **Les R. Adams** | [all patrons](#) ... [notes](#) | [add to my profiles](#)

**SUMMARY AS INTRODUCED:**

**Children's Services Act; information sharing; confidentiality exception.** Allows family assessment and planning teams (FAPT) and community policy and management teams (CPMT) to share information with local law enforcement or threat assessment teams established by local school boards if a FAPT or CPMT obtains information from which the team determines that a child poses a threat of violence or physical harm to himself or others. Under current law, all information about specific children and families obtained by FAPT and CPMT members must be kept confidential.

**FULL TEXT**

**01/10/23 House: Prefiled and ordered printed; offered 01/11/23 23101405D** [pdf](#) | [impact statement](#)

**AMENDMENTS****Senate amendments****HISTORY**

01/10/23 House: Prefiled and ordered printed; offered 01/11/23 23101405D

**01/10/23 House: Referred to Committee on Health, Welfare and Institutions**

**01/25/23 House: Assigned HWI sub: Subcommittee #1**

**01/31/23 House: Subcommittee recommends reporting (5-Y 4-N)**

**02/02/23 House: Reported from Health, Welfare and Institutions (11-Y 10-N)**

02/05/23 House: Read first time

02/06/23 House: Read second time and engrossed

02/07/23 House: Read third time and passed House (60-Y 39-N)

**02/07/23 House: VOTE: Passage (60-Y 39-N)**

02/08/23 Senate: Constitutional reading dispensed

**02/08/23 Senate: Referred to Committee on Rehabilitation and Social Services**

**02/17/23 Senate: Reported from Rehabilitation and Social Services with amendments (13-Y 0-N 2-A)**

**02/20/23 Senate: Constitutional reading dispensed (40-Y 0-N)**

02/21/23 Senate: Motion to recommit to committee agreed to

**02/21/23 Senate: Recommitted to Rehabilitation and Social Services**

02/22/23 Senate: Left in Rehabilitation and Social Services

## Department of Planning and Budget 2023 Fiscal Impact Statement

**1. Bill Number:** SB1513

**House of Origin**     Introduced     Substitute     Engrossed

**Second House**     In Committee     Substitute     Enrolled

**2. Patron:**    Mason

**3. Committee:** Passed the Senate

**4. Title:**    State Executive Council for Children's Services; membership.

**5. Summary:** Adds the Director of the Department for Aging and Rehabilitative Services and the Children's Ombudsman to the State Executive Council for Children's Services. The bill also adds a representative from the Department for Aging and Rehabilitative Services to the state and local advisory team tasked with advising the Council, managing cooperative efforts at the state level, and supporting local community efforts.

**6. Budget Amendment Necessary:** No.

**7. Fiscal Impact Estimates:** Final.

**8. Fiscal Implications:** None.

**9. Specific Agency or Political Subdivisions Affected:** Department for Aging and Rehabilitative Services, Office of Children's Services

**10. Technical Amendment Necessary:** No.

**11. Other Comments:** None.

**2023 SESSION****SB 1513 Children's Services, State Executive Council for; increases membership.**

Introduced by: [T. Montgomery "Monty" Mason](#) | [all patrons](#) ... [notes](#) | [add to my profiles](#)

**SUMMARY AS PASSED SENATE:** (all summaries)

**State Executive Council for Children's Services; membership.** Adds the Director of the Department for Aging and Rehabilitative Services and the Children's Ombudsman to the State Executive Council for Children's Services. The bill also adds a representative from the Department for Aging and Rehabilitative Services to the state and local advisory team tasked with advising the Council, managing cooperative efforts at the state level, and supporting local community efforts.

**FULL TEXT**

**01/20/23 Senate: Presented and ordered printed 23103891D** [pdf](#) | [impact statement](#)

**02/06/23 Senate: Printed as engrossed 23103891D-E** [pdf](#) | [impact statement](#)

**AMENDMENTS**

[House subcommittee amendments and substitutes offered](#)

[House subcommittee amendments and substitutes adopted](#)

[Senate committee, floor amendments and substitutes offered](#)

[House amendments adopted](#)

[House amendments engrossed](#)

[Senate amendments](#)

**HISTORY**

**01/20/23 Senate: Presented and ordered printed 23103891D**

**01/20/23 Senate: Referred to Committee on Rehabilitation and Social Services**

**02/03/23 Senate: Reported from Rehabilitation and Social Services with amendment (14-Y 0-N)**

**02/03/23 Senate: Constitutional reading dispensed (38-Y 0-N)**

**02/06/23 Senate: Read second time**

**02/06/23 Senate: Reading of amendment waived**

**02/06/23 Senate: Committee amendment agreed to**

**02/06/23 Senate: Engrossed by Senate as amended SB1513E**

**02/06/23 Senate: Printed as engrossed 23103891D-E**

**02/06/23 Senate: Constitutional reading dispensed (39-Y 0-N)**

**02/06/23 Senate: Passed Senate (39-Y 0-N)**

**02/13/23 House: Placed on Calendar**

**02/13/23 House: Read first time**

**02/13/23 House: Referred to Committee on General Laws**

**02/13/23 House: Assigned GL sub: Subcommittee #1**

**02/16/23 House: Subcommittee recommends reporting with amendments (8-Y 0-N)**

**02/16/23 House: Reported from General Laws with amendment(s) (22-Y 0-N)**

**02/20/23 House: Read second time**

**02/21/23 House: Read third time**

**02/21/23 House: Committee amendments agreed to**



02/21/23 House: Engrossed by House as amended

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02/21/23 House: Passed House with amendments BLOCK VOTE (99-Y 0-N)

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**02/21/23 House: VOTE: Block Vote Passage (99-Y 0-N)**

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**02/22/23 Senate: House amendments agreed to by Senate (40-Y 0-N)**

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## **Department of Planning and Budget 2023 Fiscal Impact Statement**

**1. Bill Number:** HB1945

**House of Origin**     Introduced       Substitute       Engrossed

**Second House**     In Committee     Substitute       Enrolled

**2. Patron:**      Durant

**3. Committee:** Passed Both Houses

**4. Title:**      Department of Behavioral Health and Developmental Services; data reporting on children.

**5. Summary:** Removes the requirement that the Department of Behavioral Health and Developmental Services collect certain data relating to children and adolescents from each community policy and management team and each community services board or behavioral health authority.

**6. Budget Amendment Necessary:** No.

**7. Fiscal Impact Estimates:** No fiscal impact.

**8. Fiscal Implications:** None.

**9. Specific Agency or Political Subdivisions Affected:** Office of Children's Services, Department of Behavioral Health and Developmental Services

**10. Technical Amendment Necessary:** No.

**11. Other Comments:** None.

**2023 SESSION****HB 1945 Children and adolescents; data reporting, reporting requirements.**

Introduced by: [Tara A. Durant](#) | [all patrons](#) ... [notes](#) | [add to my profiles](#)

**SUMMARY AS PASSED HOUSE:** (all summaries)

**Department of Behavioral Health and Developmental Services; data reporting on children and adolescents; reporting requirements.** Removes the requirement that the Department of Behavioral Health and Developmental Services collect certain data relating to children and adolescents from each community policy and management team and each community services board or behavioral health authority.

**FULL TEXT**

**01/10/23 House: Prefiled and ordered printed; offered 01/11/23 23102830D** [pdf](#) | [impact statement](#)

**02/02/23 House: Committee substitute printed 23105410D-H1** [pdf](#) | [impact statement](#)

**02/23/23 House: Bill text as passed House and Senate (HB1945ER)** [pdf](#) | [impact statement](#)

**AMENDMENTS**

[House subcommittee amendments and substitutes offered](#)

[House subcommittee amendments and substitutes adopted](#)

**HISTORY**

01/10/23 House: Prefiled and ordered printed; offered 01/11/23 23102830D

**01/10/23 House: Referred to Committee on Health, Welfare and Institutions**

**01/19/23 House: Assigned HWI sub: Subcommittee #1**

**01/31/23 House: Subcommittee recommends reporting with substitute (5-Y 1-N)**

**02/02/23 House: Reported from Health, Welfare and Institutions with substitute (20-Y 0-N)**

02/02/23 House: Committee substitute printed 23105410D-H1

02/05/23 House: Read first time

02/06/23 House: Read second time

02/06/23 House: Committee substitute agreed to 23105410D-H1

02/06/23 House: Engrossed by House - committee substitute HB1945H1

02/07/23 House: Read third time and passed House BLOCK VOTE (99-Y 0-N)

**02/07/23 House: VOTE: Block Vote Passage (99-Y 0-N)**

02/08/23 Senate: Constitutional reading dispensed

**02/08/23 Senate: Referred to Committee on Education and Health**

**02/16/23 Senate: Reported from Education and Health (14-Y 0-N)**

**02/17/23 Senate: Constitutional reading dispensed (37-Y 0-N)**

02/20/23 Senate: Read third time

**02/20/23 Senate: Passed Senate (40-Y 0-N)**

02/23/23 House: Enrolled

02/23/23 House: Bill text as passed House and Senate (HB1945ER)

## Local CSA Resource Survey – FY2022

### Introduction

The Office of Children’s Services’ (OCS) oversight responsibilities include the effective monitoring and implementation of the Children’s Services Act (CSA). Beginning in FY2021, the Virginia General Assembly directed the OCS to collect annually staffing and administrative budget data from each local CSA.

Using Survey Monkey, the following questions were sent in mid-November 2022 to CSA Coordinators via email. CPMT Chairs were notified of the distribution:

1. Over the course of FY2022, in whole numbers, how many full-time employees are the financial responsibility of the [Locality] CSA?
2. In whole numbers, how many part-time employees?
3. Among the part-time employees, how many were working about:
  - a. 25% of the time?
  - b. 50% of the time?
  - c. 75% of the time?
4. For [Locality], the total CSA administrative allocation for FY2022 was [custom amount for Locality], with the state share of [custom amount for Locality] and the required local matching share of [custom amount for Locality].

What additional local funds beyond the required [custom amount for Locality] were needed to fund:

- a. Personnel expenses (full and part-time employees)?
- b. Non-personnel expenses (eq. office space, supplies, postage, vehicle usage, training)?

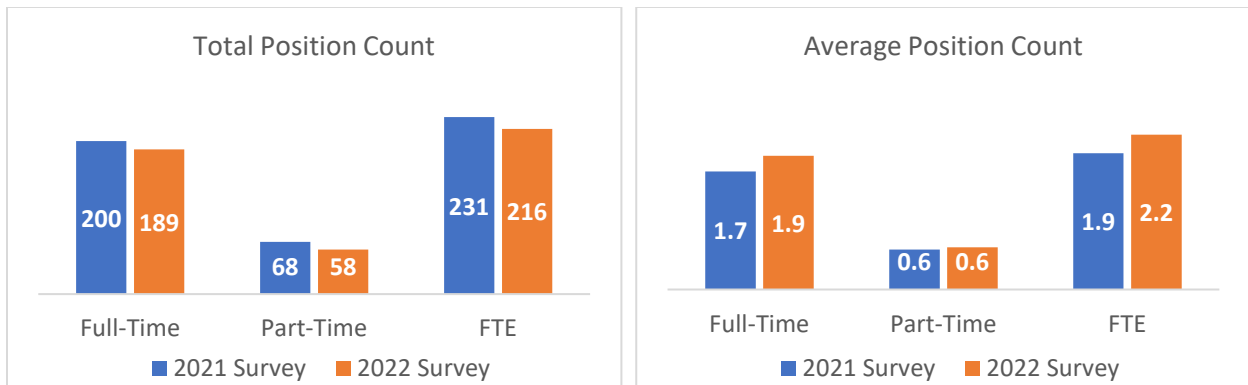
Responses were collected between November and December 2022, and the results summarized below.

The response rate for the 2022 survey was 76 percent (97 responses received out of 128 possible surveys (Accomack/Northampton and Harrisonburg/Rockingham each submitted combined responses).

Employee position counts for FY2022 were similar to FY2021 survey totals. The average additional funds needed in FY2022, beyond local share matching allocations, were higher for personnel expenses and lower for non-personnel expenses compared to survey responses in FY2021.

## Results

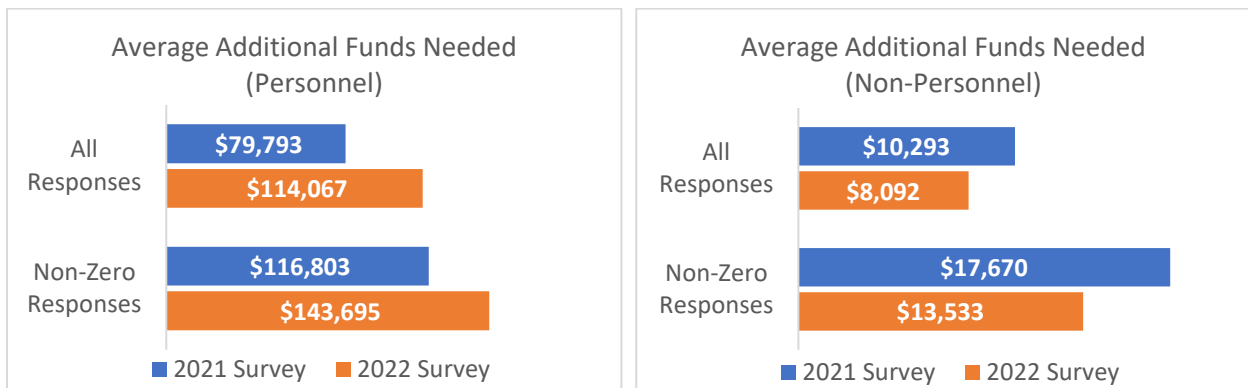
### Employee Positions



For 2022, reported employee position counts decreased slightly from 2021 levels. There were 11 fewer full-time positions, 10 fewer part-time positions, and 15 fewer full-time equivalent (FTE) totals.

Fewer localities with no full-time employees were reported in 2022 (15 localities or 15.5% of the 97 respondents) versus 24 localities in 2021 (20% of respondents). This influences the higher average full-time position count for 2022 (1.9, compared to 1.7 in 2021), and the higher average FTE count for 2022 (2.2, compared to 1.9 in 2021).

### Additional Spending over Required Local Matching Share



Average additional funds needed for personnel, beyond the required local matching share, was higher in FY2022 than in FY2021. The average for all localities was \$114,067 in FY2022 and \$79,793 in FY2021. The average for localities that demonstrated a need for additional funds (localities that answered \$0 extra spending on personnel beyond their allocation excluded) was \$143,695 in FY2022 and \$116,803 in FY2021. Seventy-seven localities indicated need (non-zero spending response) for FY2022, or 80% of respondents. Seventy-five localities (64% of respondents) indicated need in FY2021.

Average additional non-personnel costs decreased in FY2022. The average additional amount spent (including answers of \$0) in 2021 was \$10,293 and \$8,092 in 2022. The average non-personnel expense, excluding responses of no extra spending, was \$17,670 in 2021 compared to \$13,533 in 2022. Sixty-one localities (52% of responses) indicated a need of additional funds for non-personnel expenses in 2021. In 2022, 58 localities (60% of responses) indicated this need.

**Local CSA Resource Survey Responses (FY2022)**

Locality	State Share	Local Share	Total Additional Local Spending	# Full-Time	# Part-Time
Accomack/Northampton	\$21,574	\$5,930	\$0	1	0
Albemarle	\$21,785	\$17,637	\$196,366	1	4
Alexandria	\$43,149	\$48,835	\$315,000	3	0
Alleghany	\$21,909	\$5,220	\$2,059	1	0
Amelia	\$10,787	\$5,237	\$0	0	1
Amherst	\$10,787	\$4,034	\$137,687	2	0
Appomattox	\$10,787	\$3,867	\$46,399	1	0
Arlington	\$43,149	\$36,779	\$350,000	5	0
Bath	\$10,787	\$8,064	\$891	0	1
Bedford	\$31,606	\$15,993	\$169,585	3	0
Bland	\$10,787	\$2,883	\$0	0	1
Botetourt	\$10,787	\$6,074	\$11,828	0	1
Bristol	\$10,787	\$3,686	\$64,207	2	0
Buckingham	\$10,787	\$2,736	\$10,787	1	1
Campbell	\$10,787	\$4,863	\$103,438	2	0
Caroline	\$10,787	\$5,332	\$66,718	0	0
Carroll	\$10,787	\$4,427	\$0	1	0
Charles City	\$10,787	\$4,916	\$51,105	0	2
Charlotte	\$10,787	\$3,050	\$18,743	1	0
Charlottesville	\$20,631	\$9,132	\$45,750	1	0
Chesapeake	\$43,149	\$25,509	\$328,499	5	0
Chesterfield	\$43,149	\$27,048	\$354,418	4	1
Clarke	\$10,787	\$9,946	\$0	1	1
Colonial Heights	\$10,787	\$7,272	\$88,605	1	0
Covington	\$10,787	\$3,588	\$776	1	0
Craig	\$10,787	\$4,409	\$10,250	0	1
Cumberland	\$10,787	\$4,712	\$49,861	1	0
Danville	\$15,723	\$4,493	\$0	2	0
Dickenson	\$10,787	\$4,715	\$26,500	1	0
Dinwiddie	\$10,787	\$5,453	\$170,127	2	0
Essex	\$10,787	\$6,762	\$4,300	1	0
Fairfax/Falls Church	\$43,149	\$36,926	\$3,226,273	22	11
Fauquier	\$14,419	\$12,202	\$89,469	2	0
Floyd	\$10,787	\$3,266	\$52,940	0	1
Fluvanna	\$10,787	\$6,643	\$113,375	1	1
Franklin City	\$10,787	\$6,364	\$84,225	1	0
Franklin County	\$10,787	\$4,257	\$112,000	2	0
Frederick	\$16,130	\$12,411	\$266,277	2	0

Locality	State Share	Local Share	Total Additional Local Spending	# Full-Time	# Part-Time
Galax	\$10,787	\$4,951	\$0	1	0
Giles	\$10,787	\$4,401	\$66,526	1	0
Gloucester	\$10,787	\$6,300	\$77,919	1	0
Goochland	\$10,787	\$10,243	\$97,180	1	0
Greene	\$10,787	\$5,735	\$0	1	0
Greensville/Emporia	\$10,787	\$3,160	\$0	1	0
Halifax	\$10,787	\$3,287	\$86,928	1	2
Hampton	\$43,149	\$20,518	\$190,000	6	1
Hanover	\$19,931	\$15,941	\$224,100	2	2
Harrisonburg/Rockingham	\$27,477	\$15,408	\$152,211	5	1
Henry	\$10,787	\$4,165	\$85,128	2	1
Hopewell	\$10,787	\$3,924	\$0	1	0
Isle of Wight	\$10,787	\$6,103	\$0	2	1
James City	\$10,787	\$8,767	\$6,488	1	1
King George	\$10,787	\$6,139	\$27,216	1	0
King William	\$10,787	\$6,761	\$6,661	1	0
Loudoun	\$42,695	\$38,839	\$890,202	8	0
Madison	\$10,787	\$5,445	\$0	1	0
Manassas City	\$14,244	\$10,178	\$0	1	0
Manassas Park	\$10,787	\$8,050	\$90,000	0	0
Martinsville	\$10,787	\$5,364	\$85,128	2	1
Montgomery	\$14,777	\$5,844	\$75,928	1	0
Nelson	\$10,787	\$4,919	\$0	0	1
New Kent	\$10,787	\$8,234	\$92,362	1	0
Newport News	\$43,149	\$16,557	\$15,500	6	1
Norfolk	\$43,149	\$14,039	\$70,000	7	1
Northumberland	\$10,787	\$5,323	\$10,765	0	1
Norton	\$10,787	\$5,203	\$5,000	1	1
Orange	\$10,787	\$7,445	\$86,000	1	2
Petersburg	\$43,149	\$23,593	\$14,851	2	0
Pittsylvania	\$10,787	\$3,324	\$176,573	3	0
Portsmouth	\$43,149	\$15,200	\$0	3	0
Powhatan	\$10,787	\$8,277	\$87,356	4	0
Prince Edward	\$10,787	\$3,099	\$7,500	1	0
Prince George	\$10,787	\$6,379	\$15,000	1	1
Prince William	\$43,149	\$22,366	\$189,485	6	0
Pulaski	\$10,787	\$4,455	\$14,723	2	0
Radford	\$10,787	\$2,755	\$35,500	1	0
Rappahannock	\$10,787	\$7,808	\$72,832	1	0
Richmond City	\$43,149	\$25,241	\$504,717	6	0

Locality	State Share	Local Share	Total Additional Local Spending	# Full-Time	# Part-Time
Richmond County	\$10,787	\$5,140	\$25,000	0	4
Roanoke City	\$43,149	\$19,136	\$360,549	5	0
Russell	\$10,787	\$2,520	\$94,840	1	0
Scott	\$10,787	\$4,970	\$10,000	0	1
Smyth	\$10,787	\$3,290	\$0	2	0
Southampton	\$10,787	\$5,148	\$61,658	1	0
Spotsylvania	\$15,983	\$13,547	\$191,842	2	1
Stafford	\$14,550	\$11,616	\$240,000	2	1
Suffolk	\$13,457	\$4,325	\$4,416	2	1
Surry	\$10,787	\$7,129	\$40,000	1	0
Sussex	\$10,787	\$3,383	\$37,817	0	2
Tazewell	\$10,787	\$3,511	\$0	1	0
Virginia Beach	\$43,149	\$23,945	\$460,828	4	0
Warren	\$11,782	\$7,385	\$0	1	1
Washington	\$10,787	\$4,112	\$64,207	2	0
Westmoreland	\$10,787	\$4,679	\$111,401	1	1
Winchester	\$13,786	\$11,684	\$18,671	1	0
Wise	\$10,787	\$4,102	\$0	2	0
York	\$10,787	\$6,863	\$0	0	1