

# Memo

**To:** CPMT Members  
**From:** Jackie Jury, CSA Coordinator  
**Date:** 12/12/2014  
**Re:** December Agenda Items

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## **December Meeting Agenda Item Summary**

### I. - Agenda Adoption

- Motion to Approve Current Month's Agenda

### II. - Consent Agenda

- Motion to Approve Prior Month's Minutes and Case Funding Approvals

### III. – Discussion/Executive Session (As Needed)

- Discussion if Prior Month's Minutes are not Approved during Consent Agenda
- Executive Session if discussion is required for Case Funding Approvals or Special Cases

### IV. – Committee Member Announcements

- An opportunity for Committee Members to share information about their respective agencies

### V. - CSA Report

- See Pool Reimbursement report and FY 14/15 Comparison sheet.
  - Period Ending October 31, 2104
    - Net Expenditures: \$179,281.66
    - Local Share: \$75,729.42
  - FY15 vs FY 14 YTD Net Increase of \$247,073.00
  - FY15 vs FY 14 YTD Local Net Increase of \$104,512.36
- Nonmandated Budget: FY15 \$34,011.00
  - Encumbered: \$8,200.00
  - Expenditures: \$20,333.75
  - Remaining: \$5477.25
- CSA Office Updates

- Contract Review: December: No progress made due to not having computer access/expired state account for almost two complete weeks. Currently need to send out addenda to CPMT members to revise prior to meeting as a subcommittee.
- CANS Re-Integration: Hearing the concerns of CPMT members to utilize the CANS as a treatment planning tool and for outcome management, I am collecting more information to share with the team. Draft changes to the CANS have been shared with me from the state, as well as some information from other localities on how they have integrated the tool. After reviewing the information, I'll work with one of the localities to come and present to the CPMT.

#### VI. - Old Business

- Atmosphere at FAPT:
  - FAPT members were addressed regarding professionalism during meetings. CPMT members can share any information they get from their FAPT representative regarding how the meetings are going.
- FAPT Case Manager Assignments:
  - It was determined during the May CPMT meeting that agencies representatives would discuss how to manage the assignment of case managers where multi-agency involvement is present and there is a dispute on who takes the lead. Group participants met on one occasion. Additional meetings were scheduled with the intent to include additional relevant parties, but had to be rescheduled.
    - Update: An initial email was sent to all potential participants to try to schedule a meeting in January.

#### VII. - New Business

- CSA Audit Revisited: Recent communication from OCS regarding the self-assessment audit expectations and progress of Frederick County.

#### Future Meetings:

- CPMT: January 26, 2015 1:00pm
- Joint FAPT/CPMT Meeting: February 24, 2015 1:00pm Monroe Room
  - Topic: Case Manager Expectations at FAPT
- February 23, 2015
- March 23, 2015
- April 27, 2015
- May 18, 2015
- June 22, 2015

#### **Common Acronyms**

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- CBBHS- Community Based Behavioral Health Services (IIHS, MHSS, TDT)
- CPMT- Community Policy and Management Team
- CSA- Comprehensive Services Act
- DMAS- Department of Medical Assistance Services
- FAPT- Family Assessment and Planning Team
- FC- Frederick County

- GAL- Guardian Ad Litem
- ICC- Intensive Care Coordination
- IFSP- Individual Family Service Plan
- IIHS- Intensive In-Home Services
- MCO-Managed Care Organization
- MHSS- Mental Health Support Services- Now Mental Health Skill-Building Services
- MOU- Memorandum of Understanding
- NCG- National Counseling Group
- NWCSB- Northwestern Community Service Board
- OCS- Office of Comprehensive Services
- PSSF- Providing Safe and Stable Families funds
- SEC- State Executive Council
- TDT- Therapeutic Day Treatment
- VICAP- Virginia Independent Clinical Assessment Program
- VJCCCA- Virginia Juvenile Community Crime Control Act