

**CHESTERFIED -COLONIAL HEIGHTS
CHILDREN'S SERVICES ACT**
Community Policy and Management Team
Smith-Wagner Building, Multipurpose Room
9501 Lori Road, Chesterfield, VA 23832

MINUTES: January 18, 2023
1:00 pm- 3:00 pm

Mission:

To promote a comprehensive system of community-based care that strengthens families through facilitating collaborative efforts.

Vision:

To be champions for a system of care that drives community practices which promote healthy, productive families within our communities.

Members participating: Becca Lynch, Jessica Charters, Doug Bilski (for CAST), Sherri Ball, Danika Briggs, Karen Reilly-Jones, William Stanley, and Mark Darby (for Elaine Gould - CCPS).

Staff: Fred Hutter, Heather Colley, Nick Bonaccorsy, Stephanie Potvin

I. Welcome and Introductions

Becca Lynch called the meeting to order at 1:00pm. Roll was called and members present gave brief introductions and are listed above.

II. Approval of Reports (prescreened documents *via email*)

- a. November CPMT minutes
- b. November and December authorized funding reports

Danika Briggs motioned for approval of the November Minutes and motion seconded by William Stanley. All voted in favor, no votes in opposition, no discussion.

Jessica Charters motioned for the approval of the November and December Authorized Funding Reports as presented. Motion was seconded by Danika Briggs. All voted in favor, no votes in opposition, no discussion. Reports were approved.

III. OCS Audit follow up – SSI/SSA/DCSE process update

Karen Reilly-Jones let the team know that the updated local SSI/SSA/DCSE process manual, which maximizes the programs income, will be available for review and comment by February's meeting.

IV. Financial Status

- a. Budget report

The Team reviewed the reports and fiscal status which were provided in advance for December 2022.

Chesterfield's total budget for FY2023 is \$16,495,900 which includes \$476,901 for Non-mandated Services; and \$11,700 for SPED Wrap Services. Current total encumbrances for Chesterfield FTYD are \$14,358,631 with actual expenditures of \$4,921,846. Non-mandated services are encumbered at \$84,011 with actual expenditures of \$34,017. There have not been any FY2023 SPED Wrap Services encumbered or spent as of December 31, 2022.

Colonial Heights total budget for FY2023 is \$1,795,000 with an encumbered amount of \$2,319,827 and actual expenditures if \$781,518. The Non-mandated budget is \$15,000 with \$0 encumbered or spent. There is no SPED Wrap budget this fiscal year.

V. Services Report

Items highlighted in grey require team action

a. New case report

Team reviewed report on new cases, current placements and service and utilization management efforts. There were 8 new cases to CSA since last meeting: 2 from DSS; 4 from CSB; 1 from CCPS; 1 from CHPS; and none from the CSU.

b. Placement counts

Presently, there are 14 residential treatment placements with 3 admissions: 1 from DSS and 2 from the CSB, and 6 discharge – 1 from the DSS and 5 from the CSB. There are 20 group home placements, with 3 admissions - 1 from DSS and 2 from the CSB and 6 discharges - 5 from the DSS and 1 from the CSB. There are 24 therapeutic foster care placements- no new admissions and 3 discharges. SPED Day school- Chesterfield: 153 private day placements (134 in Chesterfield and 19 in Colonial Heights) – w 2 new IEP placements - 1 in Chesterfield and 1 in Colonial Heights and 1 discharge in Chesterfield. Additional educational services combined with IEP placements - 140. Community based services: 52 placements with 1 new admission and 2 discharges. (Change data is combined November and December 2022)

c. Utilization management report

There are 34 total congregate care placements- 14 RTF placements and 20 in group homes, 26 placements have reached 200+ days out of the community (21 DSS placed, 5 placed by CSB).

William Stanley was questioning the extended length of stay on cases. Karen gave some of the drivers for the extended length of stay: tend to be other children which are unfortunately harder to place, children with intellectual disabilities, and for some

VI. Programmatic Areas/Needs

a. Provider rate increase requests: Lighthouse Behavioral Health & Youth Villages

Lighthouse Behavioral is asking for a rate increase to \$90/hour for Parent Coaching Support and Home-Based Therapy Services, which are separate services from the Intensive-in-Home Services. The proposed rate falls within the range of other local providers.

Danika Briggs motioned for approval of Lighthouse's \$90/hr rate. Her motion was seconded by William Stanley. All voted in favor and no further discussion. New rate was approved.

Youth Villages also proposed a rate increase for their services. They are an out of state residential services provider and we do not currently have any children place at any of their facilities.

William Stanley voted in favor of Youth Villages proposed rate structure. His motion was seconded by Danika Briggs. All voted in favor and no further discussion. New rate structure was approved.

b. FAPT member appointment: Kevin Sutton, CSU and Donald Edwards, NCG

Kevin Sutton was nominated to become a FAPT member representing the CSU. He has over 20 years of service with the CSU and is familiar with the FAPT process.

Donald Edwards was nominated to become a FAPT member as a private provider representative. He works for National Counseling Group and has held administrative rolls on other locality FAPT teams.

Jessica Charters motioned for approval of both FAPT nominees. Her motion was seconded by Sherri Ball. All voted in favor with no opposition. Both appointments were approved.

c. CPMT member appointments:

1. Christopher Campbell, Chesterfield private provider
2. Elaine Gould, Chesterfield County Public Schools

Karen nominated Christopher Campbell as a private provider representative, from UMFS and the Virginia Home for Boys and Girls, and Elaine Gould, Director of Special Education for CCPS to fill the associated vacant positions on CPMT.

Jessica Charters motioned for approval of both CPMT nominees. Her motion was seconded by Sherri Ball. All voted in favor of

appointments with no opposition. Board of Supervisors appointments were approved by the CPMT members and will be voted on by the Board of Supervisors later today.

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- VII. State and/or Local Items**
 - a. Special Education report ready

It was reported that the 2% rate cap increase instituted by the OCS in recent years netted a "not successful" report. SPED providers ended up increasing ancillary services, which were exempt from the 2% cap, at a rate greater than 2% to compensate. It was also decided that CSA/OCS will not be turning SPED management/spending back to the local school districts, things will remain as they are.

- b. Case manager expectations- handout**

Please review the memo attached to the meeting invite. Case managers need to layer expectations so consumers receive feedback and expectations from all staff involved in case management, not only from CSA staff. There is also a new case manager training that will be provided in February (once system and portal enhancements are completed). New case management staff will need to attend the training and it typically takes 1-2 weeks to get them set-up. Please ensure all staff is aware that CSA is a "last resort" funding source. Case managers need to ensure all other service options are exhausted before coming to FAPT.

- c. IL workgroup update**

IL workgroup has been meeting monthly and have come up with recommendations. A member of the workgroup will give a presentation at the next CPMT meeting.

- d. FAPT retreat (March 16th) and waitlist update – 1 week**

The FAPT retreat is scheduled for March 16th and the invitations have been sent out. All CPMT members are encouraged to attend. Karen will be sending invitations to the CPMT members.

- e. OCS Memos**

The memo attached to the meeting invite should be reviewed. Please bring any questions to next months meeting.

VIII. CPMT Member Roundtable

Doug Bilski stated they are having a difficult time recruiting for the vacancy on the CAST team. They have advertised 3-4 times and have finally found two candidates that they have called back for second interviews. He hopes to have the vacancies filled in March.

Doug also mentioned that the CSB is embarking on their second attempt at electronic health record management software. May be a year or two before it is fully up and running.

IX. Public Comment

Nick Bonaccorsy noted that he has hear from a few providers that they will be contacting CPS when families pick their children up if they feel they are not ready to be released.

X. Other Items

None

XI. Adjourn

Becca Lynch adjourned the meeting at 2:49pm.