

**CHESTERFIELD -COLONIAL HEIGHTS
CHILDREN'S SERVICES ACT
Community Policy and Management Team**

Meeting Minutes <i>April 20, 2022</i> <i>1:00- 2:30</i>
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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 Dr James Worsley, Becca Lynch, Larissa Carpenter, Mary Peters, Sherri Ball, John Salay, Danika Briggs, Karen Reilly-Jones, and William Stanley.

Staff: Kristi Schabo-Putney, Fred Hutter

I. Welcome and Introductions-

Dr Worsley called the meeting to order at 1:01pm. Kristi Schabo completed roll call and members present are listed above. Entire session was OPEN.

II. Approval of Reports (prescreened documents via email)

- a. March CPMT minutes
- b. March authorized funding reports

Karen Reilly-Jones motioned for approval of the March minutes and motion seconded by William Stanley. All voted in favor, no votes in opposition, no discussion-

Danika Briggs motioned for the approval of the March funding reports as presented. Motion was seconded by Sherri Ball. All voted in favor, no votes in opposition. Reports were approved.

III. Financial Status

- a. Budget report

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

Chesterfield's total budget for FY2022 is \$15,424,200 which includes \$468,200 for Non-mandated Services; and \$11,700 for SPED Wrap Services. Current total encumbrances for Chesterfield YTD are \$15,023,936 with actual expenditures at \$9,311,894. Non-mandated services encumbered at \$143,592 with actual expenditures of \$112,837. FY22 SPED Wrap Services are encumbered at \$0 with actual expenditures of \$36,762. Current case load is 339.

Colonial Heights total budget for FY2022 is \$1,731,500 with an encumbered amount of \$2,102,746 and actual expenditures of \$1,249,356. The non-mandated budget is \$15,300 with \$11,050 encumbered and \$2,145 expended. There are no SPED wrap budget funds this fiscal year. Current case load is 27.

Danika Briggs shared that there were 3 new foster care cases in Colonial Heights in March.

William Stanley noted that there appeared to have been a lull in new services during the pandemic and we are seeing a big influx in new cases with the return to normal. Larissa also commented that the CSB is also experiencing a waitlist due to the influx of cases.

IV. Services Report

a. New case report

Team reviewed report on new cases, current placements and service and utilization management efforts. There were 11 new cases to CSA since last meeting, a substantial increase from prior few month (4): 3 from DSS: emergency TFC; 5 from the CSB: 1 RTC/parent support, 1 A&D, 1 VR, 1 ICC and 1 IHH; 1 new placements from D-19: RTC/parent support; 1 from CCPS: PDP, 1 from CHPS: PDP, and none from the CSU.

b. Placement counts

Presently, there are 23 residential treatment placements (relatively low compared to last years high of 40) with 2 admission- 2 from DSS, and no discharges. There are 17 group home placements, with 1 admission from DSS and 1 discharge from DSS to GH; There are 27 therapeutic foster care placements- 3 new admission (emergency) and 1 discharge from DSS to GH; SPED Day school- Chesterfield: 141 day placements, with 1 new IEP placement and no discharges; Colonial Heights: 18 day placements- with 1 new IEP placement and no discharges. Additional educational services combined IEP placements- 143. Community based services: 41 placements, 1 new admission for parent support and 1 discharge from CSB with service goals met.

c. Utilization management report

There are 40 total congregate care placements- 23 RTF placements and 17 in group homes, 25 placements have reached 200+ days out of the community (16 DSS placed, 8 placed by CSB and 1 by D-19). Of the 23 RTF placements, 65% (15) of these are youth are out of the community for 200+ days, 47% (11) placed by DSS and 47% (11) are CSB parent placements and 6% (1) is D-19. Of the 17 placed in group homes, 65% (11) have reached 200+ days out of the community and 16 of these are youth are placed by DSS and 1 by the CSB. The current ALOS is 403 days and 65% of discharges to a family setting.

Currently one residential placement is out of state.

27% of youth placed in RTC by the CSB are receiving parent support.

V. Programmatic Areas/Needs

a. FAPT waitlist update – 2 weeks

The current FAPT waitlist is at two weeks. Karen Dolliver is keeping on top of the schedule.

VI. State and/or Local Items

a. Local

1. Local program risk assessment

The program risk assessment was sent out from OCS Audit Team. The risk assessment must be completed once every two years.

2. IL Workgroup Update

Kristi Schabo stated that the workgroup met and there will be a second meeting scheduled. Cleveland Taylor participated in the meeting and provided great insight on what the program is and what it should be. He will be part of the next session as well.

3. CSA – CSB service coordination partnership

The local policy was amended to add the CSB Service Coordination program manager to the CPMT membership roster. The position was previously part of the CPMT but was removed. Before selecting an individual for the additional CPMT position it will need to be approved by the Board of Supervisors. The selected individual will then need to be confirmed by the Board at a later meeting.

Kristi Schabo will have Eileen Fields add the item to the Boards upcoming meeting agenda.

4. Local Policy Review Plan Discussion

April - CPMT Membership, Dispute Resolution, Confidentiality, Legal Services,
Management of Records, Non- Discrimination
May – Parental Contribution, Parental Agreement, Parental Referral, Parent Rights
June – Family Engagement, Emergency Operations
July – MDT, ICC
August – Quality Assurance and Utilization Management Plan

Kristi highlighted and reviewed the revisions and updates she recommends making to the Policy Manual (sections listed under April above) prior to today’s meeting. CPMT discussed the revisions and made the suggested enhancements were added. A copy of the Policy Manual was attached to the meeting invite and a hardcopy provided at the meeting. Kristi asked that CPMT review the sections listed under “May” above and be ready to discuss. She also asked that the Members keep the provided copy and bring to future meetings.

5. DSS/CSA congregate care efforts

Chesterfield County was “red flagged” at the last State DSS meeting, questioning the large number of children in foster care placed in congregate care settings. Meetings have been scheduled between DSS and CSA to discuss the cases and brainstorm potential options to reduce the number of youth in non-community-based placements.

6. Change in Adoption Assistance

The fiscal impacts due to the change in Adoption Assistance will be discussed at the next meeting.

b. State updates

1. OCS Office Hours – April 22, 2022, 9:00–10:00 am - CANS

VII. CPMT Member Roundtable

No discussion

VIII. Public Comment

No public comment.

IX. Other Items

No Discussion-

X. Adjourn

Dr Worsley adjourned the meeting at 3:01 pm.