

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

Meeting Minutes

May 18, 2022

1:00- 2:30

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 Lauren Gospodnetic for William Stanley.

Staff: Kristi Schabo-Putney, Fred Hutter, Karen Dolliver

I. Welcome and Introductions-

Dr Worsley called the meeting to order at 1:03pm. Kristi Schabo completed roll call and members present are listed above. Entire session was OPEN.

II. Approval of Reports (prescreened documents via email)

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

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

Danika Briggs motioned for the approval of the April 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 April 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 \$15,827,589 with actual expenditures at \$10,372,957. Non-mandated services encumbered at \$153,132 with actual expenditures of \$113,766. FY22 SPED Wrap Services are encumbered at \$0 with actual expenditures of \$36,762. Current case load is 334.

Colonial Heights total budget for FY2022 is \$1,731,500 with an encumbered amount of \$2,197,890 and actual expenditures of \$1,415,325. The non-mandated budget is \$15,300 with \$7,830 encumbered and \$3,250 expended. There are no SPED wrap budget funds this fiscal year. Current case load is 29.

Karen Reilly-Jones asked Mary Peters if she had looked in to SPED Wrap funding from OCS. Mary was unfamiliar with SPED Wrap funding. Kristi explained that OCS removed the funding from any locality that had not used any by January and made it available to localities requiring additional funding. Kristi also noted that if Mary feels the WRAP funds could be beneficial for CHPS, she would be happy to help Mary through the process of having them reallocated.

IV. Services Report

a. New case report

Team reviewed report on new cases, current placements and service and utilization management efforts. There were 6 new cases to CSA since last meeting, a decrease of 5 from last month: 2 from DSS: 1 emergency group home, 1 emergency sponsored residential; 3 from the CSB: 1 RTC/parent support, 3 parent support; no new placements from D-19, or CCPS; 1 from CHPS: PDP; and none from the CSU.

b. Placement counts

Presently, there are 22 residential treatment placements (relatively low compared to last years high of 40) with 3 admission - 3 from CSB, and 4 discharges – 2 CSB to home, 2 DSS – from TFC and Detention. There are 18 group home placements, with 3 admissions from DSS and 1 discharge from DSS TFC; There are 26 therapeutic foster care placements- 2 new admission (emergency, RTC) and no discharges; SPED Day school- Chesterfield: 141 day placements, with no new IEP placements and no discharges; Colonial Heights: 19 day placements- with 1 new IEP placement and no discharges. Additional educational services combined IEP placements- 143. Community based services: 42 placements, 1 new admission for parent support CSB and no discharges.

c. Utilization management report

There are 40 total congregate care placements- 22 RTF placements and 18 in group homes, 27 placements have reached 200+ days out of the community (19 DSS placed, 7 placed by CSB and 1 by D-19). Of the 22 RTF placements, 70% (14) of these are youth are out of the community for 200+ days, 40% (9) placed by DSS and 51% (11) are CSB parent placements and 9% (2) is D-19. Of the 18 placed in group homes, 72% (13) have reached 200+ days out of the community and 17 of these are youth are placed by DSS and 1 by the CSB. The current ALOS is 403 days and 66% of discharges to a family setting.

Currently there is 1 residential placement 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.

b. New CSA Data System Training for Case Managers -June 15 & 16, 2022

There will be a mandatory training on the new CSA System for case managers on June 15th and 16th. Trainings will be about an hour and will be done via TEAMS and will be recorded.

c. IL Workgroup Update

Next meeting to be held June 3, 2022 from 9:00-10:00am.

d. State/Local Efforts on Hard to Place Youth

Scott Reiner (OCS Executive Director) is on the Board. Neither CSA staff nor administration are participating in discussions.

Danika Briggs is having a meeting tomorrow (May20, 2022) with individuals from court services, detention, mental health, and CSA to discuss how to best meet the needs of the children we serve. We are seeing workers and youth getting hurt in emergency rooms and government buildings.

e. Private Day School Rate Setting

The Private Day School Rate Setting will be postponed until next year provided language related to the delayed implementation remains in the budget. It was noted that some providers have already stated that they would bill local public schools if the rates set during the Rate Setting process do not cover operational costs.

VI. State and/or Local Items

a. Local

1. FAPT Member Appointment -Yvette Hawthorne Office on Youth

Becca Lynch nominated Yvette Hawthorn as the FAPT representative for the Office on Youth. Yvette has a background in social work as an in-home counselor and is familiar with the FAPT process. Larissa Carpenter motioned for the approval of Yvette's appointment to FAPT. The motion was seconded by John Salay. All votes in favor, none in opposition. No discussion.

2. Local policy review plan discussion

Parental Referral (pages 21-22): Larissa, Sherri, and Karen

Parental Agreement (pages 68-71): Kristi, Vicki, and Becca

Parental Rights (pages 29-30): Danika, Mary, and Dr. Worsley

Parental Contribution (pages 28, 29, 50-56): Fred, John, and Lauren Gospodnetic for William Stanley

CPMT members broke in to 4 groups to review the suggested changes Kristi made to the manual as well as make any additional changes to the Policy & Procedure sections listed above. After the group discussion, all CPMT members got back together to discuss the revisions. Kristi will update the Policy & Procedure Manual based on the discussion. Once the corrections and revisions are made to all sections of the manual, CPMT members will vote on and approve the revised and updated version of the manual.

b. State updates

1. OCS Office Hours – May 20, 2022, 9:00–10:00 am – IST Updates

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 3:05 pm.