

**Albemarle CPMT
Charlottesville CPMT
VIRTUAL Retreat
Joint Committee Meeting Minutes
Wednesday
AUGUST 17, 2022**

Present: Ellen Krag, Tammy Johnston, Mary Stebbins, Erin Callas, Jennifer Wells, Tayler Ellis, Andre Key, Ashley Marshall, Beth Baptist, Misty Graves, Sue Moffett, Katie Ralston, Erin Callas, Martha Carroll, Kevin Kirst

Absent: Michelle Busby, Ryan Davidson

Quorum for Albemarle: Yes

Quorum for Charlottesville: Yes

*Misty Graves, Chair for Charlottesville CPMT, called the Retreat meeting to order
At 3:35 PM*

read the following statement:

“This meeting is being held pursuant to and in compliance with Ordinance No. 20-A (16), An Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster. The members who are electronically present at this meeting are: [Ellen Krag, Tammy Johnston, Mary Stebbins, Erin Callas, Martha Carroll, Jennifer Wells, Tayler Ellis, Andre Key, Ashley Marshall, Beth Baptist, Misty Graves, Sue Moffett, and Katie Ralston]. The opportunities for the public to access and participate in the electronic meeting are posted on the Albemarle County website www.albemarle.org/community/county-calendar.”

Introduction of New Members:

Andre Key Private Provider Rep for Charlottesville CPMT

Tammy Johnston Private Provider Rep for Albemarle CPMT

CPMT introduced themselves to Andre and Tammy. Andre and Tammy introduced themselves to the CPMT.

Agenda Item: Review & Approval of the Agenda/ Acceptance of Consent Agenda including Minutes and Financial Reports

Presenter: Chair

Discussion/Summary: Misty asked for motions to approve the consent agenda for Albemarle and Charlottesville.

Documents/Resources: July Minutes and July financial reports

Next Steps/Action(s) Taken: Martha Carroll made a motion to approve the consent agenda for Albemarle CPMT. Erin Callas seconded the motion to approve. Sue

Moffett made a motion to approve the Consent Agenda for Charlottesville CPMT. Beth Baptist seconded the motion to approve. Both motions approved.

**Agenda Item-Action Item: Private Provider Reps for FAPT
(Albemarle/Charlottesville)**

Presenter: CSA Coordinators

Discussion/Summary:

Documents/Resources: The advertisement for the FAPT Private Provider Rep was open longer to attract more applicants. There is one application for Cassandra Winfrey, with Health Connect America, for provider rep for Charlottesville FAPT. She is eager to get started and involved with Charlottesville FAPT. Katie would like her to be approved by CPMT. Misty asked for a motion to approve. Albemarle is putting Dana Scott, with National Counseling Group, forward for Albemarle FAPT. Misty asked for a motion from Albemarle.

Next Steps/Action(s) Taken: Beth Baptist made the motion to approve Cassandra Winfrey as private provider rep for Charlottesville FAPT. Sue Moffett seconded. Martha Carroll made a motion to approve Dana Scott as the private provider rep for Albemarle FAPT. Mary Stebbins seconded. Both motions passed.

**Agenda Item-Action Item: Nomination of Chair for CPMT
(Albemarle/Charlottesville)**

Presenter: CSA Coordinators

Discussion/Summary: Misty asked if anyone had any interest in serving as Chair for Albemarle CPMT. Mary Stebbins agreed to take over the Chair position for Albemarle. Misty Graves is willing to continue to serve as Chair for Charlottesville CPMT. Misty asked for motions. A rotation succession schedule was also discussed.

Documents/Resources:

Next Steps/Action(s) Taken: Sue Moffett made a motion to approve the nomination of Misty Graves for Charlottesville CPMT Chair. Beth Baptist seconded. Martha Carroll made a motion to approve the nomination of Mary Stebbins as Albemarle CPMT Chair. Erin Callas seconded. Both motions passed. Effective today Misty remains Chair for Charlottesville CPMT and Mary is now Chair for Albemarle CPMT. Misty suggested that the rotation/succession schedule for yearly replacement of Chair be discussed at the next Agenda Planning meeting.

Agenda Item-FAPT Update

Presenter: CSA Coordinators

Discussion/Summary: The virtual FAPT guidance document from the state was sent out with the meeting docs. FAPT is aware of the barriers, and they are making sure they are meeting all criteria. City FAPT meetings have been short recently. CPMT and PROGRAM will go back to in person meetings in September. Does CPMT have any feedback for FAPT? Martha asked about participation when meeting has been virtual vs in person. Katie said it seems like participation has been up. Jennifer said on the

County side there are not diminished numbers, and it seems like there are parents that are able to participate virtual but might not be able to come in person. Katie said a lot of parent participation happens before the case actually comes to FAPT. Jennifer said what would be helpful would be for us to draft some local policy allowing FAPT to continue to meet virtually. Jennifer and Katie would bring the policy back to CPMT in September. Katie said the document sent out was to help localities establish policy. Misty agrees that adding this to policy would be helpful. Katie said we are still seeing a lot of families in hotels. One recent city family just got out of a hotel and had been there for one year. Charlottesville DSS has ten families staying in hotels. Misty has seen an uptick in emergency housing placements. Albemarle is seeing similar requests.

Documents/Resources:

Next Steps/Action(s) Taken: informational

Agenda Item-Review of Routine FC Expenses and FAPT Approved Expenses

Presenter: CSA Coordinators

Discussion/Summary: Misty asked if there were any questions this month or if there were any other trends CPMT should be aware of. Sue said that she watched a tutorial on fair market rents and vouchers and it seems like changes need to be made. A client of CDSS is close to losing their voucher because they can't find housing. Katie asked if it would be helpful to have a presentation at FAPT and/or CPMT about the voucher programs, housing costs in the area and impact of fair market rate in community. This would seem to be an area that CPMT should consider advocacy within its legislative realm to bring attention to.

Documents/Resources: documents sent out by email

Next Steps/Action(s) Taken: Sue will follow up with Matthew Murphy about presenting to CPMT on fair market rents. Jennifer and Katie will check to see if there is a way to get a figure for how much CSA has been used for rent/hotel.

Agenda Item-CSA Coordinator Update

Presenter: CSA Coordinators

Discussion/Summary: Jennifer sent out the FAPT survey results this morning for CPMT to review. This survey is mailed out and we are continuing to get positive comments. There will be a future survey on provider satisfaction. Jennifer shared that the County Board of Supervisors has asked for public meetings to complete an annual report about their meetings. Jennifer asked CPMT for feedback on a summary of the last years milestones in CPMT. Jennifer read highlights from the year and asked if there was anything else CPMT members would like to include. It might be worth mentioning the housing issues currently going on. Misty suggested adding conversation about therapeutic needs for kids needing high level of care. Therapeutic Treatment Centers. Also need of hospital placements. High numbers waiting for beds for adults and children. CPMT should be filing reports when acute beds or placements for kids. Region Ten was going to place reports for Acute beds and the local DSS were going to make the report on lack of placements. Jennifer thanked CPMT for the feedback.

DCSE referral changes in policy. DSS generally does not pursue parental copays. After many issues with DCSE administration the work group has decided not pursue parents who have their kids in placement. We don't want parents to be afraid to place their children for fear of the process. Katie and Jennifer are going to draft policy and will run it by County Attorney.

Documents/Resources: documents sent out by email.

Next Steps/Action(s) Taken: Jennifer and Katie will bring the policy back to CPMT in September pending Attorney approval

Agenda Item-OCS Communications

Presenter: CSA Coordinators

Discussion/Summary: Data from survey. Nothing new or different from this report. Same things happening across the state.

Documents/Resources: 22-10

Next Steps/Action(s) Taken: informational

Agenda Item-Program Sub Committee Report

Presenter: Katie Ralston

Discussion/Summary: Program has been working on the satisfaction survey and it is deploying quarterly. Survey participation has been low, sadly they are not getting much feedback at this time. Program finding it is hard to get people to complete the surveys without some sort of incentive. The Spirit of the provider satisfaction survey is to allow families to give feedback on their providers. The response rate has not given meaningful results. Misty asked if there was any feedback from CPMT for Program. Their purpose is to focus on gaps in service. Is there a way to have FAPT attendees fill out the surveys? Misty asked if this survey could go out with the family FAPT surveys. Jennifer said those surveys don't go out with every case so it could limit the amount of people receiving the surveys. Misty asked if there were any other strategies? Do we want Program to continue to work on that? Katie said they have not given up on this. Ongoing conversations. There is a recognition that surveys are not a priority for people without a motivation. That is the reality. They are continuing to try to come up with some other ways to get feedback. They will continue with the current survey.

Documents/Resources:

Next Steps/Action(s) Taken: informational

Agenda Item: Other Business-Continued discussion on changing meeting time.

Presenter: All

Discussion/Summary: CPMT has been having an ongoing discussion about changing meeting day and time. The September meeting will be in person. City Council will be talking about their in-person meeting timeline in September. City CPMT will plan to attend September CPMT in person. Albemarle is not going to allow hybrid meetings. Misty said she will know in September if the city will allow hybrid. There was also a

discussion around appointed members and designees. There is a question on whether the member appointed can send a designee or if the designee is appointed by the BOS and City Council, so that the CPMT member cannot send who they designate. Katie advised that would require going back to when the appointments were made and seeing how they were made at that time, which could be difficult to sort through with turnover.

Documents/Resources: top three date/time choices listed on agenda

Next Steps/Action(s): it was decided to use 1st Thursday of the month 9:00-10:30 at this point. Space was discussed, COB McIntire, COB 5th Street, City Space, Region Ten and Court Services unit. Jennifer has snagged Room C at COB 5th Street to meet the requirements of Albemarle's County Executive team pertaining to the public access to public meetings. Room C is the first conference room on the right as you enter the public entrance of the 5th Street County Office Building. Misty will send an email to Kyna, City Council Clerk and include Ashley and Katie as a starting point in figuring out the member versus designee question. Jennifer will follow up with Ryan about that.

Agenda Item: Other Business-CQI Tool and discussion about looking at data by mandate type

Presenter: CSA Coordinators

Discussion/Summary: CQI tool and workplan was discussed at the Retreat. There was conversation about trying to break down data by mandate type. Jennifer said the CQI document and workplan was sent out for CPMT members to review. On the OCS website, data can be looked at by mandate type but cannot compare Albemarle and Charlottesville can't be compared on one screen. Katie said we could start with that data. Misty can't recall what the intent and benefit would be to looking at the data by mandate type. The Benefit would be to look at the data through a racial lens? What would we do with this data? Is there another source for this data that would be less work for Katie & Jennifer? Is there a way to look at trends for education, improvements for decreasing disparity? Misty gets a sense that the group does not feel strongly about this change in looking at the data. This information is on page 4 of the strategic plan. Misty asked if we are tracking disparities for awareness? Katie asked if we are going to bring this information? Does this data exist already?

Documents/Resources:

Next Steps/Action(s): CPMT will continue to look at the data points that are already provided with a racial lens. CPMT will discuss what individual agencies are working on to address issues.

Agenda Item: Other Business-Agency Updates from CPMT Members-Share a highlight from your agency for this summer.

Presenter: All

Discussion/Summary: Liz Knotts became a certified echo-therapist. High ropes and low ropes. Youth in foster care case loads 6% are in kinship placements. State average is 12%. City Schools is almost ready to start. They are coming next Wednesday. New Teachers started last week-old teachers started yesterday. Health dep has been

promoting health care. At end of July a backpack drive was done for Fluvanna County Schools. The Community Attention Youth program had a 95% success rate. 41 kids participated and graduated. 400 hours of community service was donated to the community. Region Ten has a bunch of new interns working in the office. Gearing up for next round of community resilience trainings. (CRI) Case Managers are glad to be back in person. Jennifer was happy to be able to get a CSA DSS Specialist IV on board in her unit. Tayler is happy to be part of CSA. Self Sufficiency team last weekend had a childcare fair targeting people who are interested in being a provider. There was interested 8-9 folks interested in starting up their own business. City Manager office working on items that will have positive impacts on families. They are involved in the police chief search. There is a survey on the city site that city residents should fill out to give feedback. There is not an IP block so site can be accessed in public Wi-Fi (library for example) looking to find a great police chief who will be supportive of the community. Would love to get feedback from clients.

Documents/Resources:

Next Steps/Action(s):

Misty Graves, Chair for Charlottesville CPMT, adjourned the meeting at: 5:03 PM

Next scheduled meeting: September 1, 2022, at 9:00-10:30 pm in person meeting with new date and time. Meeting will be located at 5th Street County Office Building in Room C

Respectfully Submitted:
Lisa Jordan