

**Albemarle CPMT  
Charlottesville CPMT  
Joint Committee Meeting Minutes  
Thursday, February 6, 2025**

**Present:** Mary Stebbins, Jennifer Wells, Misty Graves, Erin Callas, Rachel Rasnake, Katie Ralston, Alice Micklem, Ashley Marshall, Jenny Jones, Christa Galleo, Neta Davis, Rebecca Schmidt, Tammy Johnston, Leon Henry, Bob Roach

**Absent:** Ryan Davidson, Andre Key, Thomas Unsworth, Ashley Struzik

Quorum for Albemarle: Yes

Quorum for Charlottesville: Yes

***Christa Galleo, Chair for Charlottesville CPMT, called the meeting to order at 9:06am.***

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

**Presenter:** Chair

**Discussion/Summary:** Christa asked for motions to approve Charlottesville and Albemarle.

**Documents/Resources:** February 2025 Agenda, December 2024 minutes and 2024 financial reports.

**Next Steps/Action(s) Taken:** Ashley Marshall made a motion to approve the consent agenda for Charlottesville. Erin Callas seconded. Tammy Johnston made a motion to approve the consent agenda for Albemarle. Mary Stebbins seconded. Both motions were approved.

**Agenda Item: Review of Routing FC Expenses (City/County) and FAPT Approved Expenses**

**Presenter:** Chair

**Discussion/Summary:** No concerns or discrepancies to discuss.

**Documents/Resources:** Financial Reports emailed

**Next Steps/Action(s) Taken:** Informational

**Agenda Item: Presentation- Charlottesville Financial FY24 Year-End**

**Presenter:** Bob Roach

**Discussion/Summary:** Year-End financial reports FY24 and first quarter expenditure for Charlottesville City.

-Bob presented that the city of Charlottesville has received a new system and they are working on the issues with learning that system which has caused the delays.

-FY24 is now complete.

- FY25- Bob is working on preparing financials and getting payments out the door. Reports that large checks are being sent out during this time.
- 30% uptick on FC.
- Reports that he will send financials out within days.
- SPED costs (schools, VIA, Private day schools) are trending with past numbers with a small increase.

**Agenda Item: CPMT-Closed Session.**

**Presenter:** Neta Davis motioned to move CPMT into closed session in pursuant to sections 2.2-3711 and 2.2-5210 of Code of Virginia to consider appropriate provision of services and funding for a particular child.

**Discussion/Summary:** Closed session. Christa Galleo motioned to certify the closed meeting. Ashley Marshall seconded. Ashleigh Doyle- CPMT secretary records the roster by certifying to public record the following.

Jennifer Wells- Yes  
Jenny Jones-Yes  
Mary Stebbins- Yes  
Alice Micklem- Yes  
Erin Callas- Yes  
Ashley Marshall-Yes  
Rachel Rasnake-Yes  
Rebecca Schmidt- Yes  
Christa Galleo- Yes  
Misty Graves- Yes  
Ellen Krag- Yes  
Neta Davis- Yes  
Tammy Johnston- Yes  
Katie Ralston- Yes

**Agenda Item: Review of System Functioning and Activities**

**Presenter:** Chair

**Discussion/Summary: FAPT Update**

- Joint meeting February 14, to discuss material support and to assure that the information on the IFSP's is concurrent with what FAPT members need for determination to make decisions.
- Getting feedback from FAPT to possibly revise the IFSP document and discuss how things are going process wise.

**Agenda Item: Review of System Functioning and Activities**

**Presenter:** Chair

**Discussion/Summary: CSA Coordinator Updates.**

- Legislation-Two bills expected to pass- CHINS eligibility. Discussion of making CHINS mandated and possibly changing forms, the second bill would make all "relief of

custody” cases be referred to FAPT. Jennifer does not feel this will create a huge influx of caseloads for workers.

-The state reported they are up 14% in expenditures compared to last year.

-Contracts process will be starting earlier to avoid delays. City and County will do their own processes simultaneously. Contracts should go to attorneys by this week and they are hopeful that they will be able to present them at the April CPMT meeting at the latest and be able to send to providers by mid-April.

-Non-Licensed- Service names/Fees to be created on a template document to streamline the names of services and costs associated with each to be sent out with non-licensed contracts.

-Creating flow chart that streamlines the process between service approval to check issuing for providers.

**Agenda Item: Review of System Functioning and Activities**

**Presenter:** Chair

**Discussion/Summary: OCS Communications.**

-Jennifer Wells and Katie Ralston stated there were no new OCS Communications to share at this time.

**Agenda Item: Review of System Functioning and Activities**

**Presenter:** Chair

**Discussion/Summary: Program Sub-Committee.**

-Alice reminded the group of the Vendor Fair on February 27 and encouraged all members of CPMT to attend. There will be a Q&A for providers to ask questions about the process.

**Agenda Item: Other Business-**

**Presenter:** CPMT members

**Discussion/Summary: DJJ Truancy**

-DJJ-Truancy Update per Christa Galleo:

December- 0 Diversions Charlottesville, 1 petitions. 0 Diversions Albemarle, 0 petitions.

January- 0 Diversions Charlottesville, 1 petitions. 1 Diversions Albemarle, 0 petitions.

**Agenda Item: Other Business-**

**Presenter:** CPMT members

**Discussion/Summary: Announcements/Updates from Membership:**

-Tammy Johnston notified CPMT that Elk Hill will be opening a new girl's home on March 1. They are already receiving referrals for placements for girls aged 12-17. She stated that the boy's home has been relocated, and the girl's home will take the place of residence.

***Christa Galleo, Chair for Albemarle CPMT, adjourned the meeting at: 10:15am.***

**Next scheduled meeting: March 6, 2024 @ 9:00am.  
ACDSS Room 231**

Respectfully Submitted:  
Ashleigh Doyle