

**Albemarle CPMT
Charlottesville CPMT
Joint Committee Meeting Minutes
Thursday, May 1, 2025**

Present:

Mary Stebbins, Jennifer Wells, Misty Graves, Erin Callas, Pattye Leslie, Rachel Rasnake, Katie Ralston, Alice Micklem, Ashley Marshall, Christa Galleo, Rebecca Schmidt, Tammy Johnston, Leon Henry, Ellen Krag, Ryan Davidson, Thomas Unsworth, Ashley Struzik, Jasmine Parker-Elk Hill Intern

Absent: Andre Key, Neta Davis

Quorum for Albemarle: Yes
Quorum for Charlottesville: Yes

Christa Galleo, Chair for Charlottesville CPMT, called the meeting to order at 9:03AM.

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 consent agendas.

Documents/Resources: Consent Agenda documents emailed

Next Steps/Action(s) Taken: Ashley Marshall made a motion to approve the consent agenda for Charlottesville. Erin Callas seconded. Ryan Davidson 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: Christa asked if there were any questions. No questions. Katie advised that the city will have several months to report out now that Bob Roach has returned from medical leave and hopes he will be able to attend the June meeting.

Documents/Resources: Financial Reports emailed

Next Steps/Action(s) Taken: Informational

Agenda Item: Action Item: Provider Agreement Revisions:

Presenter: Katie Ralston

Discussion/Summary: (Grafton)- Sharing CPS Reports: Katie and Leon shared that an agreement has been made between Grafton and CPMT that CPS Reports will be able to be requested from other sources in place of Grafton directly providing said reports which was acceptable. **(Bridges)** Changes submitted were reviewed and approved by the City Attorney.

Documents/Resources: Documents emailed

Next Steps/Action(s) Taken: Ashley Marshall made a motion to approve the Grafton revision. Erin Callas seconded. Erin Calls made a motion to approve the Bridges revision. Misty Graves seconded. Both motions were approved.

Agenda Item: Action Item: Review and Approval of FY26 Provider Agreements-Licensed and Non-licensed (City/County):

Presenter: Jennifer Wells/Katie Ralston

Discussion/Summary:

-City and County simultaneously submitted contracts to their attorneys. Changes are as follows:

Licensed-

- Day School Rate Sheet to be included in packet.
- Case conferencing- Billing for phone calls, bill writing, etc. not allowable. Verbiage to be added to clarify what is billable under this service.
- Private Day School- Excused/Unexcused absences- is currently 10 unexcused absences but FY26 will clarify that it is 10 excused or unexcused absences.
- City contract has clarified the specific language that must be provided for additional insured. Sexual Assault-Molestation coverage is a must. 2 separate policies are now acceptable to allow the provider the opportunity to budget their expenses. No exceptions, this coverage is mandatory.
- Stay consistent with other City contracts as far as coverage requirements to streamline expectations. County contract did not change from current year.

Un-licensed-

- City contract has clarified the specific language that must be provided for additional insured. Sexual Assault-Molestation coverage is a must. 2

separate policies are now acceptable to allow the provider the opportunity to budget their expenses. No exceptions, this coverage is mandatory.

- Stay consistent with other City contracts as far as coverage requirements to streamline expectations. County contract did not change from current year.
- Mentoring Services- Adding verbiage that requires case manager, family, and CSA approval before Group Mentoring will be allowable. Discussion that only in special circumstances should Group Mentoring be acceptable, and that permissions would have to be granted before doing so. County will follow City's language on this section.
- Mentoring services-Capping the individual mentoring rate to \$75, with additional group rates being accepted at a rate of no more than 75% of the individual mentoring rate.
Ex. \$75.00 individual rate. Can charge no more than \$56.25 for additional clients during group mentoring.
- Will discuss other standards during the FY26 fiscal year in reference to ratios/parameters/special rate justification for non-licensed mentors.
- Discussion of what should be required for the background process of providers. Should they be in control of the background checks/DMV checks for their employees, or is that something that CSA should monitor and control? Ashley Marshall mentioned discussing the issue with Risk Management to determine how this process should be handled.

Documents/Resources: Documents emailed

Next Steps/Action(s) Taken: Ashley Marshall made a motion to approve the FY26 CSA Provider Agreements-Licensed and Non-licensed with noted changes for Charlottesville. Erin Callas seconded. Mary Stebbins made a motion to approve the FY26 CSA Provider Agreements-Licensed and Non-licensed with noted changes for Albemarle. Alice Micklem seconded. Both motions were approved.

Agenda Item: Local Policy Revision- Referral Process

Presenter: Jennifer Wells

Discussion/Summary: Not allowable time to complete.

Documents/Resources: Document emailed

Next Steps/Action(s) Taken: Tabled until June CPMT meeting

Agenda Item: Review of System Functioning and Activities:

Presenter: Chair

Discussion/Summary:

- a. **FAPT Updates:** None to report.

- b. **CSA Coordinator Updates:** None to report.

- c. **OCS Communications:**
 - #25-03: Service Gap Survey. Due May 30. Extension requested. Will discuss at the May Program meeting and approval June CPMT meeting. [Administrative Memo 25 03.pdf](#)
 - #25-04: Notwithstanding any other provision of law, for services provided on or after July 1, 2025, the rate of reimbursement to localities for private day educational services shall not increase more than 5.0 percent over the rates for such services provided the previous year. [Administrative Memo 25 04.pdf](#)
 - #25-05: Financial reporting has been removed from the main page of the CSA website and is now housed behind the Local Government Reporting Action login. [Administrative Memo 25 05.pdf](#)
 - SEC Policy 2.1.3- Electronic participation in state executive council meetings.

- d. **Program Sub-Committee Updates:** Program doesn't meet until next week. None to report.

Agenda Item: Other Business:

Presenter: CPMT members

Discussion/Summary:

- a. **Legislative Updates/Advocacy Opportunities:** None to report.

b. DJJ Truancy:

Charlottesville- 0 diversions, 0 petitions

Albemarle- 0 diversions, 1 petitions.

-Stopped taking referrals for Diversions as of April 1st.

c. Announcements/Updates from Membership:

- Alice reported that a process is being established for pre-intervention for truancy.
- June Meeting- Chairs to be re-elected. Misty and Christa have expressed that they would continue as chairs and Tammy will continue as the Private Practice representative until a replacement is appointed.
- Rachel expressed concerns that a child was cleared from CHINS after completing 8 consecutive days at school.
- Rebecca expressed that the class she is teaching at college has created a babysitting program that provides free babysitting services to Foster Parents.
- Tammy shared that Elk Hill is having an Open House today, May 1, from 2-5 to view their new campus.

Christa Galleo, Chair for Albemarle CPMT, adjourned the meeting at: 10:20AM.

**Next scheduled meeting: June 5, 2025 @ 9:00am.
ACDSS Room 231**

Respectfully Submitted:
Ashleigh Doyle