Albemarle CPMT
Charlottesville CPMT
Joint Committee Meeting Minutes
Thursday, September 4, 2025

Present: Katie Ralston, Christa Galleo, Misty Graves, Barbara Station, Neta Davis, Jennifer Wells, Leon Henry, Rachel Rasnake, Mary Stebbins, Erin Callas, Rebecca Schmidt, Eugene Conti, Ashley Marshall, Ashley Struzik

Absent: Ryan Davidson, Alice Micklem
Quorum for Albemarle: Yes
Quorum for Charlottesville: Yes

Misty Graves, Chair for Charlottesville CPMT, called the meeting to order at 9:05 AM.

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

Presenter: Chair
Discussion/Summary:

- Misty requested motions to approve the Charlottesville and Albemarle consent agenda, minutes and financials. Charlottesville financials were reviewed from December 2024 through March 2025 and from May through July 2025 for Albemarle.

Documents/Resources: Consent Agenda/Financials documents emailed.
Next Steps/Action(s) Taken: Rebecca Schmidt made a motion to approve the consent agenda/financials for Charlottesville. Rachel Rasnake seconded. Mary Stebbins made a motion to approve the consent agenda and financials for Albemarle. Erin Callas seconded. Both motions were approved.

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

Presenter: Chair
Discussion/Summary: Misty explained that the role of CPMT is to look through FAPT expenses and the services being approved. CPMT has been asked to take special care in what things are identified as. Ex. Material Support, to make sure that these are within CSA's deemed approved expenses. There was some pushback in the previous audit on

whether the material support approved at FAPT was in direct correlation with children ending up in foster care if they didn't receive this support.
Documents/Resources: Expense Reports emailed
Next Steps/Action(s) Taken: Informational.

Action Item: Provider Agreement Revisions:

Presenter: Katie Ralston- Charlottesville
Discussion/Summary: Elk Hill Farm/Kids Peace – reviewed and approved by City Attorney

a. Elk Hill- Revision had to do with the language in the agreement related to 5% rate increase and how much CSA is allowed to pay for private day schools. The way it is written in the contract is that localities "can't" pay more but in reality, localities can pay more, however anything above the CSA amount has to come out of local monies. Elk Hills rate is not above this threshold, but they only requested this change be stated clearly.

b. Kids Peace- A few small revisions that Katie stated there is no concerns with. Revisions were approved by City Attorney and no concerns were stated.

Next Steps/Action(s) Taken: Erin made a motion to approve. ? seconded. Both revision motions were approved.

Presenter: Jennifer Wells-Albemarle
Discussion/Summary: Intercept/Elk Hill - reviewed and approved by County Attorney

a. Intercept- Sub-contracting plan. Intercept uses ACES to complete some services.
b. Elk Hill- Language verbiage of contract. 5% rate cap did not apply to Elk Hill's rates.

Next Steps/Action(s) Taken: Erin made a motion to approve. Mary seconded. Both revision motions were approved.

Action Item: CPMT Referral Process for Non-Eligible Services:

Referral Process to CPMT- Revisiting from the August CPMT meeting.
Presenter: Jennifer Wells
Discussion/Summary: Recapped: There are times when services are requested from CSA, and they are not CSA eligible. CPMT would like to create a plan of action that caseworkers can follow for the referral process when these cases arise. These cases are going to FAPT even though they are not CSA eligible. When a service isn't eligible, why would it go to FAPT if it's not eligible for CSA Funding? Do you bypass FAPT and bring it straight to CPMT? Ex. Rent payments when a child isn't in the home. This service would not be CSA eligible due to the child not being in the home. CPMT was

able to strategize a plan that would benefit this family without using CSA funds. Katie suggested that Cville uses discretion to pay only if it is working towards the prevention of foster care or working towards a permanent foster care goal. Before it comes to FAPT, what resources should be exhausted before a case comes to FAPT? If FAPT can't make a decision, the issue would come to CPMT. Ashley Marshall recommended the option of a sub-committee for caseworkers to reach out to for resources in the community or for additional funding that may assist if these issues arise.

Next Steps/Action(s) Taken/Decision: If FAPT cannot make a decision, then the Supervisor will be notified. The Supervisor will work to resolve the issue, utilizing the Directors and Assistant Directors. If a solution is not found, the option to utilize CPMT through an email chain to gain further insight into resources will be the final step.

<u>Action Item: Closed Session:</u> CSA Provider Background Check discussion
Presenter: Jennifer Wells
Discussion/Summary:
Next Steps/Action(s) Taken: Motion made to go into Closed Session by Ashley Marshall and seconded by Erin Callas.
Motion made to come out of closed session by Christa Galleo and seconded by Mary Stebbins.

Recorded vote that to the best of each team member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting.
<u>VOTE:</u>
Katie Ralston-Yes
Christa Galleo-Yes
Misty Graves-Yes
Barbara Station-Yes
Neta Davis-Yes
Jennifer Wells-Yes
Leon Henry-Yes
Rachel Rasnake-Yes
Neta Davis-Yes
Mary Stebbins-Yes
Erin Callas-Yes
Rebecca Schmidt-Yes
Eugene Conti-Yes
Ashley Marshall-Yes
Ashley Struzik-Yes

Agenda Item: Review of System Functioning and Activities:

Discussion/Summary:

a. **FAPT Updates:**
Presenter: Katie Ralston/Jennifer Wells
Nothing given time limitations.

b. **CSA Coordinator Updates:**
Presenter: Katie Ralston/Jennifer Wells

- Jennifer- Nothing to discuss.
- Katie- Charlottesville is working through provider agreement renewals. New requirements that city risk management said were required have caused Providers to struggle to get past the barriers of these requirements. The main being the sexual abuse/molestation coverage. Albemarle's verbiage is different, so no issue has arisen with this for the county. Katie has a meeting scheduled at CDSS with the attorney because risk management will not budge on the requirements for providers. The background check process has been a holdup with non-licensed providers due to multiple employees. Services have not been disrupted at this time due to these delays.

c. **OCS Communications:**
Administrative Memo #25-10- Administrative Funding Allocation.
Administrative Memo # 25-11- FY25 Year End Expenditures, FY26 Non-Mandated Funds, FY26 SPEDWrap Funds

Agenda Item: Other Business:

Presenter: CPMT members
Discussion/Summary: Out of time.
Next Steps/Action(s) Taken: Tabled to next meeting.

Misty Graves, Chair for Albemarle CPMT, adjourned the meeting at: 10:31AM

Next scheduled meeting: October 2, 2025 @ 9AM.
ACDSS Room 231

Respectfully Submitted:
Ashleigh Doyle