Albemarle CPMT
Charlottesville CPMT
Joint Committee Meeting Minutes
Thursday, June 5, 2025

Present: Erin Callas, Leon Henry, Jennifer Wells, Katie Ralston, Ashley Struzik, Tammy Johnston, Ryan Davidson, Thomas Unsworth, Christa Galleo, Rachel Rasnake, Neta Davis, Ashley Marshall, Rebecca Schmidt

Absent: Mary Stebbins, Misty Graves, Alice Micklem, Andre Key

Quorum for Albemarle: Yes
Quorum for Charlottesville: Yes

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

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: Rachel Rasnake 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. Erin Callas seconded. Both motions were approved.

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

Presenter: Chair
Discussion/Summary: There were no questions on Expenses from either CPMT.
Documents/Resources: Financial Reports emailed
Next Steps/Action(s) Taken: Informational

Agenda Item: Action Item: Service Gap Survey:

Presenter: Katie Ralston and Jennifer Wells
Discussion/Summary: Katie and Jennifer reviewed the recommendations from Program for the Service Gap Survey. The top five service gaps selected were Individual Therapy, Intensive In-Home, Applied Behavior Analysis, Crisis Intervention/Stabilization, and Respite. CPMT reviewed the affected population group and the affected age group for each service gap selected. Barriers included provider availability as the highest followed by lack of funding. Changes to community-

based services availability included collaborating with pediatric offices to increase capacity for medication management and holding a vendor fair to promote use of community based providers. CPMT agreed with Program's decisions on the Service Gap Survey.
Documents/Resources: Emailed information.
Next Steps/Action(s) Taken: Ashley Marshall made a motion to approve the Service Gap Survey for Charlottesville. Erin Callas seconded. Ryan Davidson made a motion to approve the Service Gap Survey for Albemarle. Ashley Struzik seconded. Both motions were approved.

Agenda Item: Action Item: Local Policy Revisions:

1. Presenter: Katie Ralston and Jennifer Wells
Discussion/Summary: FAPT Chair Rotation- New chair to be selected for Charlottesville. Rotation of who would chair. FAPT concerns that it's too hard for one to commit for the whole year. Charlottesville FAPT has decided to go on a rotation of weekly changes. 7 total members who would rotate to cover the chair for FAPT. Jennifer advised that Albemarle FAPT has not made a definitive decision on the rotation schedule but it will involve more frequent changes, which would still require the requested local policy revision as it is currently on an annual rotation.
Documents/Resources: Documents emailed
Next Steps/Action(s) Taken: Rachel Rasnake made a motion to approve the local policy revision for FAPT chair for Charlottesville. Ashley Marshall seconded. Ryan Davidson made a motion to approve the local policy revision for FAPT chair for Albemarle. Ashley Struzik seconded. Both motions were approved.

2. Presenter: Jennifer Wells
Discussion/Summary: Referral Process to CPMT-
Jennifer explained that we are attempting to create a guideline on the process on how to refer to CPMT. She explained that the difficulty behind that is that a case can be opened to CSA, but not in a position to be eligible for CSA funding. Does CPMT want to hear cases that aren't CSA eligible? Katie states that it's rare that FAPT cannot decide on what a family can do, but there is a concern that the case overload would be too much for FAPT to process. CPMT would only handle the brainstorming aspect of decisions. If it is an eligible expense and FAPT can't decide, CPMT could make a decision. If it is not an eligible expense, CPMT can brainstorm on other resources available. Ryan and Ashley suggest 2 different policies. Policy Revision 1- Cases that are eligible but need to be funneled to CPMT. Changed verbiage to remove "ineligible" to streamline the referral process. Policy 2 will be revisited at the next meeting.
Documents/Resources: Documents emailed
Next Steps/Action(s) Taken: First Policy- Ashley Marshall made a motion to approve the local policy revision for referral to CPMT for Charlottesville. Rebecca Schmidt seconded. Ryan Davidson made a motion to approve the local policy revision for referral to CPMT for Albemarle. Erin Callas seconded. Both motions were approved with the revisions. Second Policy will be developed and brought to CPMT next month.

Agenda Item: Action Item: Review Albemarle/Charlottesville FAPT Private Provider Applications-

Presenter: Katie Ralston and Jennifer Wells
Discussion/Summary: One applicant for the Private Provider Representative for Albemarle and Charlottesville FAPTs. Due to only one applicant for each locality, there was no need for an interview process. Tammy Johnston was the applicant for Albemarle FAPT and Jennifer Andersen from DePaul was the applicant for Charlottesville FAPT.

Documents/Resources: Emailed information.
Next Steps/Action(s) Taken: Rebecca Schmidt made a motion to approve the FAPT Private Provider for Charlottesville. Erin Callas seconded. Erin Callas made a motion to approve the FAPT Private Provider for Albemarle. Ashley Struzik seconded. Both motions were approved. Tammy Johnston abstained from the vote.

Agenda Item: Action Item: Review Albemarle/Charlottesville CPMT Private Provider Representative Applications- Closed Session

Presenter: Chair
Discussion/Summary: Ashley Marshall made a motion to move into closed session in pursuant to sections 2.2-3711 and 2.2-5210 of Code of Virginia to consider applicants for the CPMT Private Provider representative, Erin Callas seconded. 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:
Ryan Davidson- Yes
Jennifer Wells- Yes
Leon Henry-Yes
Erin Callas- Yes
Ashley Marshall-Yes
Rachel Rasnake-Yes
Rebecca Schmidt- Yes
Christa Galleo- Yes
Neta Davis- Yes
Tammy Johnston- Yes
Katie Ralston- Yes
Documents/Resources: Emailed information.
Next Steps/Action(s) Taken: Selected Albemarle CPMT Private Provider Representative will be sent to the Albemarle Board of Supervisors as the recommended candidate.

Agenda Item: Review of System Functioning and Activities:

Presenter: Chair
Discussion/Summary:

a. **FAPT Updates: Katie- Chair rotation. Jennifer and Katie working on IFSP and FAPT documents updates.**

b. **CSA Coordinator Updates: Jennifer- concern over non-profits. Providers providing care to the general public for free but charging CSA funding. Navigating to connect families with community based resources. Made CPMT aware. CPMT suggested that a rate should be submitted from the provider that states the cost of care.**

c. **OCS Communications:**

Administrative Memo #25-06: CHINS becoming its own mandated category.
Administrative Memo #25-07: Allocation submission process eliminated.

d. <u>Program Sub-Committee Updates:</u> Did not meet.

<u>Agenda Item: Other Business:</u>

Presenter: CPMT members
Discussion/Summary:

a. <u>Legislative Updates/Advocacy Opportunities:</u>

<u>None to update.</u>

b. <u>DJJ Truancy:</u>
Charlottesville- 0 diversions, 0 petitions
Albemarle- 0 diversions, 1 petitions.

Christa Galleo, Chair for Albemarle CPMT, adjourned the meeting at: 10:26AM

Next scheduled meeting: July 3, 2025 @ 9AM.
ACDSS Room 231

Respectfully Submitted:
Ashleigh Doyle