

**Albemarle CPMT  
Charlottesville CPMT  
Joint Committee Meeting Minutes  
Thursday, April 2, 2026**

**Present:** Christa Galleo, Jennifer Wells, Rachel Rasnake, Rebecca Schmidt, Eugene Conti, Alice Micklem, Erin Callas, Mary Stebbins, Katie Ralston, Thomas Unworth, Ellen Krag, Leslie Glover

**Absent:** Misty Graves, Leon Henry, Ryan Davidson, Erin Callas, Steve King, Bethany Coyne, Neta Davis

**Guest:** Megan Argaud - Integrity Mentoring

Quorum for Albemarle: Yes  
Quorum for Charlottesville: No

*Christa Galleo, Albemarle CPMT Chair, called the meeting to order at 9:14 AM.*

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

**Presenter:** Chair

**Discussion/Summary:**

- Agenda revised to include approval of the FY27 CSA Provider Agreements and removing the Service Gap Survey, which will come next month.
- Christa requested motions to approve the Charlottesville and Albemarle consent agenda, minutes, and February financials for Albemarle. City financials tabled until the May meeting.
- Mary requested a revision to the meeting minutes to note she was absent and Kurt Emmerling was present for Albemarle DSS.

**Documents/Resources:** Consent Agenda/Financials documents emailed.

**Next Steps/Action(s) Taken:** Thomas made a motion to approve the consent agenda and financials for Albemarle. Eugene seconded. Motion was approved. No motion made for Charlottesville as there was not a quorum present. City financials to be reviewed in May.

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

**Presenter:** Katie Ralston and Jennifer Wells

**Discussion/Summary:** No comments, questions, or concerns noted.

**Agenda Item: Action Item: Transportation Policy Update:**

**Presenter:** Jennifer Wells and Katie Ralston

**Discussion/Summary:**

- City and County Attorneys have a difference of opinions on how to best word the transportation policy so there may be two different policies.
- If business is outside of the Charlottesville/Albemarle area, providers will use the local DSS address for starting point.
- There won't be a specific reference to the transportation policy in the contract but there can be a local policy implemented.

**Next steps/Actions Taken:** Policy to be tabled to revisit at a future meeting.

**Agenda Item: Action Item: Membership Policy Revision:**

**Presenter:** Jennifer Wells and Katie Ralston

**Discussion/Summary:** Will wait until the City has a quorum so both CPMTs can take action jointly.

**Next steps/Actions Taken:** Tabled for future CPMT meeting.

**Agenda Item: Action Item: Albemarle FY 27 Provider Agreements:**

**Presenter:** Jennifer Wells and Katie Ralston

**Discussion/Summary:**

Katie is proposing that City CPMT schedule a special meeting this month for the specific purpose of approving the contract since they do not have a quorum today. County CPMT will move forward with approving at this meeting.

Changes: Licensed:

- Throughout the agreement, Employee/Employment- Added to include Volunteer/Volunteering.

Section B.2. **Content of Invoice.** Added language to end of second paragraph, "Providers of Private Day Schools will invoice for daily tuition based on child's active enrollment."

Section B.7. **Double Billing.** Added language to bottom, "A Provider may not double bill for services that occur simultaneously even if the services can be classified separately (For example, Provider may not bill for providing a service and providing transportation that occur simultaneously.)"

Section D.7. **Requirements for Non-Licensed Providers.** Added language "(1) and (3)...some acceptable form".

Section D. 8. **Requirements for Private Day Schools.** Added language, “Provider and Special Education Coordinator will make a decision on maintaining child’s enrollment and inform CSA Program Manager. After the 15<sup>th</sup> consecutive absence, excused or unexcused, the child will be unenrolled by Provider and Albemarle County Public Schools.”

New Section D.11. **Requirements for Trafficking Prevention Designation.** Added language “VDSS-licensed Children’s Residential Facilities (CRF) and Therapeutic Group Homes (TGH) licensed by the Department of Behavioral Health and Disability Services (DBHDS) are required to obtain the Trafficking Prevention Designation by VDSS in order to access CSA funding. Failure to obtain the designation will result in no payment being made by CSA.”

New Section D.11. **Requirements for Sponsored Residential.** Added language “A DBHDS-licensed setting for sponsored residential must provider verification of license as either ID/DD (child/adolescent/adult), mental health (MH) (child/adolescent/adult), or both. The Provider cannot request a rate higher from CSA than the approved Medicaid rate. If additional services are needed to support the youth with behavioral needs, those must be listed as distinct services on the provider rate sheet.”

Section H.2. **Participation in meetings.** Updated language, “Provider is responsible for the client’s assigned worker’s participation in child specific team meetings as requested by Buyer. If the assigned worker is not available, Provider will provide a designee to attend and participate in the meeting.”

Section J. **Employee Background Checks.** Added language after sentence 5, “Provider shall use due diligence vetting individuals newly working under Provider’s supervision to determine whether the individual’s prior background. If Provider determines”

Section L. **Non-Employees.** and M. **Insurance 2., 3.** Added language to include, “..., agents,...”

Section M.9. **Insurance** Added language after Cancellation “or other relevant”.

Non-Licensed – Same changes minus the topics that do not apply to non-licensed providers.

**Next steps/Actions Taken: Albemarle: Eugene made a motion to approve the FY2027 CSA non-licensed and licensed provider agreements as reviewed by the CPMT today or in substantially similar form, and authorize CSA Coordinator, Jennifer Wells, to make minor changes to them, as deemed necessary and expedient; and authorize the CPMT chair to execute such FY2027 CSA provider agreements as appropriate to accomplish the purposes of the CSA and**

consistent with this body's policies and procedures. Mary seconded. Motion approved.

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

### **Discussion/Summary:**

#### **a. FAPT Updates:**

**Presenter:** Jennifer Wells and Katie Ralston

- **Albemarle-** Continued growth in CHINS cases, increases in Foster Care, and children going from Prevention to Foster Care then back to Prevention resulting from court action.
- **City-** Increase in Foster Care cases and children being placed into residential. Caseloads have increased weekly.

#### **b. CSA Coordinator Updates:**

**Presenter:** Jennifer Wells and Katie Ralston

- Planning for Rate Setting Discussion-
  - Providers are trending with increasing rates on other services to make up for the rate cap placed on mentoring.
  - CPMT agrees that more information is needed before a rate cap can be set for FY27. It would be difficult to get all of this together before the FY27 contracts need to go out.
  - Collection of data and average rate reviews will be reviewed this fiscal year to determine if rate caps will be enforced. State is also looking at the standardized services names to try and get a better understanding of what the services actually are as the categories are too broad to draw data from. This information may provide useful information to CPMT.
  - FAPT could be utilized within its utilization review responsibilities to help provide review for providers who may be charging excessive amounts.
  - There seems to be a growing need for providers to develop a group to address the needs/costs for services.
  - CPMT is encouraged to create a smaller workgroup to work directly with rates and with the providers who provide the services.
- Non-Licensed Reporting Template/Monitoring:

- Will not make it a requirement for this year but can look at for next year. Can share with case managers about the need for the provider to complete the reporting requirements per the contract.
  - Suggestions to add an Activity Log that states the time, date, services provided, etc., to the quarterly reporting to address billing concerns. We could put it in the cover letter.
  - Other localities require a monthly log attached to the invoice before they pay. We currently do not use that process.
- CQI Data Review:
    - Will be reviewed once more CPMT members are present.
  - Other Info:
    - There is an anticipated state budget reduction in the amount of \$11 million for state share resulting in the local match rate for community-based being increased. Albemarle's current community-based match rate is 22.37% and the new rate will be 31.77%. In reviewing FY25 community-based expenditures, it would have resulted in an additional \$475,000 in the local match.
    - The current rate cap on private day was 5% and that is now going to be reduced to 2.5% for the upcoming fiscal year. This could potentially result in the private day requiring the additional funding from local only.
    - There will be new criteria for SPED WRAP eligibility.
    - DOE and OCS will be working on accessing transitional services to increase usage.
    - There is supposed to be \$10million added to the SISNA pot to help with trying to reduce the number of private day placements. Rachel pointed out that there are some flaws in the SISNA, which requires a local composite.
    - The Medicaid ReDesign has been postponed with the earliest implementation being January 2027 but will likely be later.

**Next steps/Actions Taken: CPMT will establish rate setting workgroup at the May meeting. CQI data review tabled to May meeting. Katie will get the new community-based match rate for Charlottesville.**

**c. OCS Communications:**

**Presenter:** Jennifer Wells and Katie Ralston

- Memo 26-01: Trafficking Prevention Designation. Language included in FY27 contract. Rollout no sooner than May 1<sup>st</sup> with the possibility of making it retroactive to April 1<sup>st</sup>.
- Memo 26-02: SPED WRAP Reallocation-monies become available for localities to use from localities who have not used their allocation. Not an issue for us.
- Memo 26-03: Drug Testing Clarification. Previously, OCS had deemed localities responsible for paying for drug testing for parents. Clarification that it is a CSA-deemed expense. Only for DSS kids and families.
- Memo 26-04: CHINS changes (SEC Policy 4.1.1) and record retention (SEC Policy 3.5). Requires written CPMT policy.

**Next steps/Actions Taken: Jennifer and Katie will be working on a local policy revision to address SEC Policy 3.5 to bring to a future meeting.**

**d. Program Sub-Committee Update:**

**Presenter:** Alice Micklem, Program Chair

- Program completed the Service Gap Survey.
- City policy for getting contract items before July 1<sup>st</sup>. Katie clarified that it is not going into the contract itself, but the cover letter will include that contracts must be submitted before July 1<sup>st</sup> or the City has the right to hold payments until approval. No payments will be made until approval of providers is complete. The County is not following that policy.

**Agenda Item: Other Business:**

- **Legislative Updates/Advocacy Updates- Tabled**
- **DJJ Truancy- Tabled**
- **Announcements- Tabled**

***Christa Galleo, Albemarle CPMT Chair, adjourned the meeting at 10:31am.***

**Next scheduled meeting: May 7, 2026 @ 9AM.  
ACDSS Room 231**

Respectfully Submitted:  
Ashleigh Doyle