



COMMUNITY POLICY AND MANAGEMENT TEAM  
Children's Services Act  
April 20, 2022 Meeting Minutes

Members present: LaTanya Buckhalter, Brian Maceyak, Linda Woods, Kimberly Keller and Tanya Odell.

Others present: Tanya Robinson, CSA, Anita Brown, CPMT Secretary

Meeting called to order at 3:41 p.m. by Chair, Brian Maceyak.

Quorum present

**1. Welcome and introductions:**

- 2. Minutes** from March 16, 2021 reviewed and motion to approve the minutes as presented by L. Buckhalter, second, K. Keller. Motion passed without opposition.

**3. Fiscal/Statistical Reporting**

**FY22** (attachment a pg. 1)

State allocation for FY22 is \$1,389,480 and the City allocation is \$1,462,500. As of 4/18/22, expenditures were \$872,584.56 leaving a fund balance of \$516,895.44 for the state and \$589,915.44 for the City. Obligated funds are \$798,335.55 leaving a fund balance of -\$246,043.56 for the state and -\$173,023.56 for the City. As stated in March, L. Buckhalter has spoken with Ms. Bergeron, Finance Director and Mr. Pate, City Manager alerting them to the possibility of exceeding the CSA allocation. This could all change if children leave foster care and return home.

As indicated in the second table, the local pool fund match rate remains at 41.68% and the state / local base allocation breakdown figures are reflected.

- Total FY22 expenditures broken down by state and local reflected in this section.
- Mid-section reflects the number of youth being served and obligated funds broken down by agency for FY22.
- Final section reflects the Medicaid Target figures for FY22 and a breakdown of each shareholders portion of the target figure. The figures reflect the Medicaid payments to providers for Oct. fiscal year 2022.

**4. Consent Agendas:** April 20, 2022, + backup documents (Attachment b)

CPMT members received the Consent Agenda(s) before today's meeting for their review and preparation for voting. Supporting documentation has been included with the Consent Agendas.

There were no items singled out for discussion and a closed session was not needed to discuss the Consent agenda items. Motion to approve the consent agenda as presented by K. Keller, second T. Odell. Motion passed without opposition. Brian Maceyak, Chair, signed, signifying final approval of funded services.

**5. Discussion items:**

a. Quality Improvement Plan update:

1. Parent Representative & Private Provider Representative- Reminder, the City's CSA audit is scheduled for 2023. One of the audit findings noted was, not having a parent representative or a private provider for CPMT. If these positions are not filled, it will be a finding again. CPMT positions are appointed by City Council. Recent contact was made with the City Clerk and she

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indicated that no applications have been received for either position. There is a Private Provider representative on FAPT and it is not required to have one.

- b. Update to Policies and Procedures & Bylaws to include policy response to COVID, Parental Co-pay, etc. Ms. Robinson will be meeting with the City Attorney to review the Bylaws. City Council is scheduled to review the Bylaws on May 16, 2022. Also the City Attorney will be reviewing the draft Policy and Procedures before being brought back to CPMT for approval. When Ms. Robinson meets with the City Attorney she will discuss the possibility of a Hybrid meeting forum for CPMT.
- c. Parental Co-pays:  
Parental Co-pays for consideration:  
\*There were no parental co-pay requests for consideration.

### 6. OCS /Legislative/Provider Community News:

- a. the Fiscal Year 2023 CSA Local Agency-Annual Risk Assessment Survey- T. Robinson will send the survey out to CPMT members for their input. Please send responses to Ms. Robinson who will incorporate them into a single response on behalf of the CPMT. All responses need to be sent to Ms. Robinson by May 9, 2022, for submission before the deadline. Also, include extensive changes in funding, staffing, and operating procedures in the past 24 months. Have they affected your local program?
- b. Training: Informational presentations and training are being offered to CPMT members by OCS. Topics can include:
  - CPMT roles and responsibilities
  - Ahead of audits – sampling
  - Reports- where to find, how to navigate data
- c. Memo from Department of Behavioral Health and Developmental Services- regarding changes made during the 2022 General Assembly. There are approved mental health initiative funds. These funds are for children who are not eligible to receive CSA funding. However the language has been changed to say, "out of this appropriation, the first year and the second year of the general fund shall be provided for mental health services for children and adolescents with serious emotional disturbances, at risk for serious emotional disturbance and/or with a current disorder, with priority placed on those children who access services who are at risk of removal from the home." These funds shall be used exclusively for children and adolescents who are not mandated for services under CSA. These children/adolescents are those who are at risk of out-of-home placement but it is not immediate. The Department of Behavioral Health and Developmental Services shall provide these funds to Community Services Boards through the annual performance contract. The Community Services Board shall develop a mental health initial funding in collaboration with the local FAPT and/or CPMT. The funding plan shall be approved by the CPMT of the locality. Currently, the CSB does this with PWC but not with Manassas City of Manassas Park City. T. Odell indicated that it would not be a problem to have the same agreement with Manassas City and perhaps Manassas Park. Data referencing only those who live in the City may be possible. Due to the language change, a change will need to be made to the CPMT by-laws and policy and procedures.

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**6. Miscellaneous**

**The next scheduled meeting** of the CPMT is May 18, 2022 @ 3:30 p.m. Meetings will continue to be at the Manassas City Airport in the first floor conference room.

**7. Adjournment:** With no further items to be discussed, meeting adjourned at 4:00 p.m.

Respectfully submitted,

A. R. Brown, Secretary