



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

Members present: LaTanya Buckhalter, Nicole Kirven, Brian Maceyak, Linda Woods, Monica Newman, and Tanya Odell

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

Meeting called to order at 3:36 p.m. by Chair, Brian Maceyak.  
Quorum present

- 1. Welcome and introductions:** Welcome and introductions
- 2. Minutes** from June 15, 2022 reviewed and motion to approve the minutes as presented by T. Odell, second, L. Buckhalter. 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 7/15/22, expenditures were \$1,308,105.41 leaving a fund balance of \$81,374.59 for the state and \$154,394.59 for the City. Obligated funds are \$273,282.31 leaving a fund balance of -\$141,306.07 for the state and -\$68,286.07 for the City. Expenditures for FY22 can be paid until September 30, 2022. As invoices are received it is hoped that encumbered funds can be released, reducing the fund balance deficit and possibly re

- Total FY22 expenditures broken down by state and local reflected in next 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 shareholder's portion of the target figure. The figures reflect the Medicaid payments through April 2022 to providers for fiscal year 2022.

**FY23** (attachment b pg. 1)

State allocation for FY23 is \$1,078,890 and the City allocation remains at \$1,462,500. The state's allocation is \$310,590 less than FY22. Currently allocations are \$618,023.93 not including several IEPs' due to the rate sheets being received on Tuesday, July 19<sup>th</sup>. There is a possibility that with the IEPs' encumbrance, the remaining \$472,112.07 could be gone. Upon further investigation, OCS has decreased localities all over.

- 4.** 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 L. Woods, 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:

## COMMUNITY POLICY AND MANAGEMENT TEAM

Children's Services Act

Meeting Minutes

July 20, 2022

Page 2 of 3

1. Private Provider Representative-The CPMT is still missing a Parent and Private Provider representative. The City Council is reviewing the application for the position of a private provider to the CPMT, submitted by Germaine Johnson, Vice President of Community Services with Youth for Tomorrow.
2. Parent Representative to CPMT remains vacant. The vacancy has been noted on the City's Facebook page, and web page and noted at Manassas City DSS Advisory Board meetings. As a reminder, there was a recent change to the language:

**HB 427: Children's Services Act; parent representatives; community policy and management teams; family assessment and planning teams.** Removes provisions that prohibit a parent representative from serving as a member of a community policy and management team (CPMT) or a family assessment and planning team (FAPT) if such parent representative is employed by a public or private program that receives funds according to the law or agencies represented on a FAPT or CPMT and interacts directly on a regular and daily basis with children or supervises employees who interact directly regularly with children; however, the bill directs prioritization of participation by parent representatives who are not employed by a public or private program that receives funds according to the law or agencies represented on a FAPT or CPMT.

b. Update to Policies and Procedures & Bylaws –Ms. Robinson spoke to the City Attorney and he is reviewing and making suggestions to the bylaws. He wants to ensure that the bylaws accurately have symmetry with the City's policy. The City Attorney did indicate that he would be open to attending the next CPMT meeting on August 17th, to review the suggestions with CPMT members and that the changes were suggestions, not something that has to be adopted.

c. Parental Co-pays:

Parental Co-pays for consideration: No requests for waivers have been received, but there are parental co-pays that have gone out. The parental co-pays are parental agreements, as well as some counseling services and evidence-based practice services. Some parental co-payments have been received and follow-ups with those that have not been received yet.

d. MHI/CASI-T. Odell shared the New Horizons Mental Health Initiative (MHI) FY22 report (attachment d, 3 pages) Of the initial \$171,514 initial funding, \$171,415 was used in FY22. January Zero (0) Manassas city residents were served, 2 in February, March, and April, 3 in May, and 2 in June. The vast majority of the services listed are outpatient in the community-based.

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

a. OCS- The Office of Children's Services has sent out nomination forms to recognize outstanding CSA Coordinators. T. Robinson will send out the nomination form to CPMT members and the FAPT. If anyone would like to nominate someone, she will forward it to OCS for submission. Outstanding CSA Coordinator Qualifications to nominate an individual for the Outstanding CSA Coordinator – The individual should exemplify one or more of the following:

1. Collaborative Spirit (Collaborates with stakeholders, and mentors / assist other CSA Coordinators and/or related organizations/entities).
2. Family Focus (Demonstrates and values family voice in the local CSA process).
3. Innovation – (Creative ideas to improve the effectiveness and efficiency of the program through new initiatives/practices).

b. CSA Administrative budget- previously it was mentioned that this year there was an increase in the Administrative budget for CSA. The Manassas CSA received \$6000. The CSA non-mandated budget for Manassas City this year is \$139,978 this is not in addition to the state allocation but subtracted from \$1,078,890.

## COMMUNITY POLICY AND MANAGEMENT TEAM

Children's Services Act

Meeting Minutes

July 20, 2022

Page 3 of 3

### 7. Miscellaneous

a. People experiencing a mental health crisis have a new way to reach out for help in the U.S. Starting Saturday, July 16, 2022; they can simply call or text the numbers 9-8-8. Modeled after 911, the new three-digit [988 Suicide & Crisis Lifeline](#) is designed to be a memorable and quick number that connects people who are suicidal or in any other mental health crisis to a trained mental health professional.

"If you are willing to turn to someone in your moment of crisis, 988 will be there," said Xavier Becerra, the secretary of the federal Department of Health and Human Services, at a recent press briefing. "988 won't be a busy signal, and 988 won't put you on hold. You will get help."

The primary goal of the new number is to make it easier for people to call for help. Lawmakers and mental health advocates also see this launch as an opportunity to transform the mental health care system and make care easily accessible everywhere in the United States. You can also text & chat. The downside to this is if your cell number begins with anything other than (571) your call will be directed to the location with that prefix. For example, if you are in Manassas and you call the 988 number and your cell number begins with 804 you might be connected to a person in New York or Richmond. This is an issue that is being worked on.

b. Reminder about the CSA Conference in Roanoke, VA, October 31 to November 2, 2022. The registration closes in October. There is an early bird rate through September. The rate is \$185.00. CPMT members have a special session on October 31 as well as a special session for CSA Coordinators.

c. The Manassas City CSA office has hired a Utilization Review Analyst, who will begin on Monday, July 18. She is currently in training and will be doing field visits and working with the City on contracts.

d. Residential placements – FAPT has seen an uptick in requests for residential placements. Just a reminder that residential placements are not a permanent solution. Families are coming into FAPT with the idea that the child will stay until... For a child placed residentially, a CSA parental agreement is required. The agreement has an expiration and a plan for reunification with the family. FAPT has received 3 requests in the last 2 weeks. A residential placement is usually a six to a nine-month timeframe. Also as a reminder, there is required paperwork to complete before bringing a case to FAPT. The paperwork is due the Wednesday before FAPT not the day of FAPT.

e. Discretionary funds for Foster Children: Currently when a Foster child is staffed at FAPT for initial funding, one of the things requested is discretionary funding. The discretionary allotment for Foster Children is \$125 per year. This funding is usually for items such as a prom dress or athletic fees/equipment etc. Discretionary funding is something that is not required, but the City of Manassas CSA has provided it for foster children. Requests for use of discretionary funds have been small if any and an inquiry was made if the allotted funding should be reduced. \*Discussion. It was the consensus of the CPMT that the funding would continue and monitoring to be conducted.

**8. The next scheduled meeting** of the CPMT is on August 17, 2022, @ 3:30 p.m. Meetings will continue to be at the Manassas City Airport in the first-floor conference room.

Respectfully submitted,

A. R. Brown, Secretary