

Pittsylvania County

COMMUNITY POLICY AND MANAGEMENT TEAM

Team Meeting Minutes

March 23, 2023

Pittsylvania County Community Center

I. Call to Order

Ms. Sandy Irby, Director Children's Health Services, Danville-Pittsylvania Community Services, called the meeting to order at 2:08 p.m.

II. Roll Call:

The following Team members attended the meeting.

Ms. Sandy Irby, Chair, Director Children's Health Services, Danville-Pittsylvania Community Services

Ms. Katherine Waller, RN Supervisor, Health Department

Ms. Dawn Loving, Supervisor, Pittsylvania County Court Services Unit, 22nd District

Ms. Regina Barger, Director, Pittsylvania County Department of Social Services

Ms. Ann Cassada, Pittsylvania County Schools

Ms. Kim Van Der Hyde, Director of Finance, Pittsylvania County

Also attending the meeting Ms. Cheryl Boswell, CSA Coordinator; Jennifer Cooper, UM/UR Specialist; and Sandy Ritchie, Office Coordinator

III. Public Comment: No Public Comment.

IV. Approval of Agenda:

Ms. Irby asked if anyone had any additions or corrections to the agenda. Ms. Van Der Hyde made a motion for the agenda to be approved and Ms. Cassada seconded the motion. Motion passed.

V. Consent Agenda:

Ms. Van Der Hyde made a motion to approve the February 2023 minutes and the February 2023 Pool Report. The motion was seconded by Ms. Waller. Motion passed.

VI. New Business:

A. Agency Updates – DPCS; Ms. Irby shared that Ms. Girten was in Texas with her husband who had recently undergone a successful surgery. She would be working from Texas for the next 4-6 weeks. There has also been an application for a clinician and Ms. Irby is very hopeful the applicant will meet the criteria to be hired by DPCS.

Ms. Boswell and Ms. Barger spoke about the QRTP Process and how it has recently been stopped by the state due to problems it has been causing. It will be restarted again at some point, but when the state feels it can be more efficiently implemented. Until that time, QRTP's will be CSA funded. Ms. Barger shared they had submitted a request to be reimbursed for the local funds spent on QRTP's but has not heard back from the state as of yet.

- B. Administrative Memo 23-02-** Ms. Boswell shared the memo from the state referenced SpEd Wrap funding. Pittsylvania County CSA currently gets a small allocation of funding, but if it is spent, CSA can ask for more. Last year CSA was able to spend almost the entire allocation and the hope is to do the same this year. Ms. Boswell and the FAPT Team stay on top of making sure all guidelines are followed when using SpEd Wrap funding as well.
- C. 2020 Final Audit Report-** Ms. Boswell discussed information about the final audit. Ms. Boswell, Ms. Van Der Hyde, and Ms. Irby spoke with the state about the findings of the audit recently. Ms. Boswell shared the Quality Improvement Plan has to be turned in by 4-14-2023 and she will share it at the next CPMT Meeting.
- D. Quarterly Reconciliation-** Ms. Boswell and Ms. Van Der Hyde have been working together on a way to compare spending and what is being collected to present the most up to date records to reflect how finances are being reconciled. Ms. Van Der Hyde commended Ms. Ritchie on how well she stays on top of things and paying invoices out. Ms. Van Der Hyde stated that our reconciliation is as close as it is going to get, and we are doing well. Ms. Boswell shared this was one of the findings out of the county audit. There were 21 audit findings of significant deficiency on social services not having a standard review over case action payments. FAPT services as the multi-disciplinary team and now has a plan in place to review those necessary cases annually, every January.
- E. Quarterly UM/UR Reports-** Ms. Cooper shared the FAPT and Vendor survey reports. Overall, the results given show that Private Providers and FAPT are meeting the needs of the families and the children in the programs. Families are satisfied with all current services and providers.

VII. Old Business

Closed Meeting:

Ms. Irby asked for a motion to go into closed meeting.

Ms. Van Der Hyde - I move that this meeting of the Pittsylvania County Community Policy and Management Team be recessed and that the Team immediately reconvene in closed meeting for the following purposes: Discussion or consideration of medical and mental health records as permitted by Subsection (A) (15) of Section 2.2-3711 of the Code of Virginia, 1950, as amended and more specifically to consider the treatment and rehabilitation provided to children under the jurisdiction of the Pittsylvania County Community Policy and Management Team. Motion was seconded by Ms. Cassada, followed by a voice vote: Ms. Waller, yes; Ms. Irby, yes; Ms. Barger, yes; Ms. Loving, yes; Ms. Cassada, yes; and Ms. Van Der Hyde, yes. Motion passed.

Return to Open Meeting:

Ms. Van Der Hyde - I move that the Pittsylvania County Community Policy and Management Team immediately reconvene in open session. Motion was seconded by Ms. Cassada, followed by a voice vote: Ms. Waller, yes; Ms. Irby, yes; Ms. Barger, yes; Ms. Loving, yes; Ms. Cassada, yes; and Ms. Van Der Hyde, yes. Motion passed.

Certification:

Ms. Van Der Hyde - I move that the Pittsylvania County Community Policy and Management Team adopt a resolution certifying that to the best of each member's knowledge that (1) only public business matters lawfully exempted from the open meeting requirements under section 2.2-3711 were heard, discussed or considered and, (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting. Motion was seconded by Ms. Waller, followed by a voice vote: Ms. Waller, yes; Ms. Irby, yes; Ms. Barger, yes; Ms. Loving, yes; Ms. Cassada, yes; and Ms. Van Der Hyde, yes. Motion passed.

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Ms. Irby asked for a motion to approve Pittsylvania County Mandated cases PCFY22-23/03-01 through 03-29 in the amount of \$344,779.37. Sequentially, Ms. Irby asked for a motion to approve Pittsylvania County Non-Mandated cases PCFY22-23/03-30 through 03-33 in the amount of \$31,625.00. Motion for both was made by Ms. Cassada and seconded by Ms. Barger. Motion Passed.

Ms. Van Der Hyde made a motion to adjourn the meeting which was seconded by Ms. Cassada. Meeting was adjourned.