

**Albemarle CPMT
Charlottesville CPMT
VIRTUAL
Joint Committee Meeting Minutes
Wednesday
FEBRUARY 16, 2022**

Present: Beth Baptist, Martha Carroll, Misty Graves, Ashley Marshall, Sue Moffett, Michelle Busby, Neta Davis, Ryan Davidson, Mary Stebbins, Christa Galleo, Kevin Kirst, Jennifer Wells, Katie Ralston

Absent: Tarn Singh, Erin Callas

Quorum for Albemarle: Yes

Quorum for Charlottesville: Yes

*Misty Graves, Chair for Charlottesville CPMT, called the meeting to order at 3:17 PM
Misty read the following statement:*

“This meeting is being held pursuant to and in compliance with Ordinance No. 20-A (16), An Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster. The members who are electronically present at this meeting are... [Beth Baptist, Martha Carroll, Misty Graves, Ashely Marshall, Sue Moffett, Michelle Busby, Neta Davis, Ryan Davidson, Mary Stebbins, Christa Galleo, Michelle Busby, Kevin Kirst, Katie Ralston and Jennifer Wells]. The opportunities for the public to access and participate in the electronic meeting are posted on the Albemarle County website www.albemarle.org/community/county-calendar.”

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

Presenter: Chair

Discussion/Summary: Misty asked for motions from both Charlottesville and Albemarle CPMT to approve the consent agenda.

Documents/Resources: February Agenda, January minutes and January financial reports.

Next Steps/Action(s) Taken: Ashley Marshall made a motion for Charlottesville to approve the consent agenda. Martha Carroll seconded this motion. Ryan Davidson made a motion for Albemarle to approve the consent agenda. Mary Stebbins seconded this motion. All in favor. Both motions passed.

Agenda Item-Action Item: Local policy Change-Case Conference Rates

Presenter: CSA Coordinators

Discussion/Summary: In January CPMT discussed case conference rates, specifically the need to look at the maximum rate set by local policy. Currently the rate is \$60 per hour. Jennifer and Katie worked on drafting language to send to CPMT. In the January

meeting there had been conversation about using the providers hourly rate or letting them charge 80% of their rate. Managing that for every provider would be a heavy administrative burden. Jennifer said the simplest way to go would be to list a maximum rate. What she has run into with providers is that they requested a max to \$70 or \$75. It has been a handful of people who were asking for this change. Misty said she understands the consensus from the group is that CPMT does want to acknowledge the change/increase for these case conference rates. Misty asked if \$75 is a reasonable amount of increase. It could be stated in the manual that it would be \$75 or less and this should include the mentors. We would say up to \$75 or your hourly rate (whichever is less). Katie says the only change would be the amount as in changing \$60 to \$75. Misty asked when this would go into effect? Katie said it would go into effect with next years contract so in July. The contracts would start being sent out in June.

Documents/Resources: Case Conference Rates document sent in email

Next Steps/Action(s) Taken: **Martha Carroll made a motion to raise the case conferencing rate to \$75 for Albemarle. Ryan Davidson seconded this motion. Sue Moffett made a motion to raise the case conferencing rate to \$75 for Charlottesville. Martha Carroll seconded this motion. All in favor. Both motions passed.**

Agenda Item-Action Item: Provider Revision-Liberty Point-Albemarle CPMT

Presenter: CSA Coordinators

Discussion/Summary: Jennifer said this provider revision is for Albemarle County CPMT. Liberty Point is in the same parent company of Newport News (which has the same legal approval). We did have time for this change to go through the County Attorney for legal review. The child has not been placed with this provider yet. There is a dilemma when we have a placement disruption and need an immediate placement. Generally, we come to CPMT to approve changes. This is a practice we have always done. Should this be written into local policy? We could write language allowing us to make emergency placements if we don't have time to wait for the next CPMT meeting. We cannot do electronic votes so it must be approved in a meeting. Jennifer is asking for approval so they can place this child. Katie said that we need to draft the policy and bring it before CPMT for approval. The process will basically stay the same unless it is an emergency placement. It will still be approved by legal, and it would still come to CPMT (maybe after the fact). Kevin asked what would happen if Legal approves, CSA coordinators approve then CPMT does NOT approve. Can there be language in to protect that placement? Beth asked how often this happens? Katie says it has happened a couple of times. Jennifer said in Albemarle it has been happening more frequently. Kevin asked what is the requirement in this approval process? Jennifer said that CPMT is the "buyer" in the contracts. The CPMT chairs sign off on all the provider agreements. It has always been a practice for CPMT to approve. Kevin said if CPMT reviews and the chair signs in an emergency situation could chair or someone in authority, sign and bring to CPMT later. Katie said the fiscal agent also signs off. Kevin said he could get some parallel language that has been used on the school side and provide to Katie and Jennifer. Misty asked for motion from Albemarle to approve the changes to agreement

Documents/Resources: n/a

Next Steps/Action(s) Taken: Mary Stebbins made a motion to approve the changes to the Liberty Point provider agreement. Neta Davis seconds this motion. All in favor. motion passed. Policy change for provider agreements will be presented at the March meeting.

Agenda Item: FAPT Update

Presenter: CSA Coordinators

Discussion/Summary: One week out of the month Charlottesville has not been meeting because of fewer cases. Charlottesville FAPT is up and running with electronic signatures but need to talk about the meetings being faced to face, electronic or hybrid. Jennifer said the Albemarle FAPT numbers have been steady. There have been a number of CHINS cases coming in through Region Ten and an increase in foster care cases. Albemarle FAPT is continuing to use electronic signature for some forms. FAPT survey results for both Charlottesville and Albemarle were sent out in this month's meeting documents. Misty asked if Sue or Mary had any thoughts on FAPT cases. Sue agreed with Katie that the numbers for Charlottesville are coming down. More prevention is taking place. Mary said she had nothing to add to what Jennifer said.

Documents/Resources: n/a

Next Steps/Action(s) Taken: informational

Agenda Item: Review of Routine FC Expenses and FAPT Approved Expenses

Presenter: CSA Coordinators

Discussion/Summary: no questions for this month

Documents/Resources: Albemarle Routine Foster Care Expense Forms and FAPT Approved Expenses for Albemarle/Charlottesville

Action: n/a

Agenda Item: CSA Coordinator Update

Presenter: CSA Coordinators

Discussion/Summary: Katie said they are working on a training packet and are hoping to have something to show CPMT in March. Soon the terms for private provider representatives are getting ready to end. We will need representatives for both Charlottesville and Albemarle. Charlottesville CPMT and Program (Charlottesville side) have not had a rep for a long time. Katie wanted to ask CPMT members to think of ways to get the word out that we need representatives for CPMT and Program. Non mandated work group is meeting next week so hope to have information for CPMT for March. Referral form has been created for UR process that will also come to CPMT. There has been a question about participation on a CSA conference in October possibly at the hotel Roanoke. Would CPMT members be interested in attending if it was free? Very specific to CPMT members. Katie said they have not shared a lot of detailed information. Katie thinks that CPMT members would come to the pre-conference then stay for the other days if interested. Sue said it would be hard to commit until she sees an agenda. Martha asked if there is an opportunity to give suggestions for the agenda. Katie said at the last conf the keynote speaker was really good and something like that would be beneficial to attend. Neta said it would be very helpful to have training on how

to make the parent rep a more meaningful role and give the parent rep a real voice. Misty said it sounds like some CPMT members would be interested but it would depend on content. Jennifer said if the conference ends up being in person, CPMT would not have money to pay for attendance, it would have to be each individual agency. Jennifer will share the comments. Jennifer said she doesn't want to lose the thread in discussion of difficulty in finding placements for a child and there is a real struggle if you don't have family that can be a resource. It is clearly an issue across the state. Jennifer feels it is going to be an ongoing problem. Again, not that she is looking for CPMT to answer the question, but can we continue the conversation and try to get suggestions from CPMT members. County is currently struggling trying to find a placement for a youth. Martha said that Fluvanna is having the same issue with a youth that was in a hotel then got a detention placement but will still need a permanent placement. Misty said we need to think about this and to keep our fingers on the pulse on the needs in the community and what are the service gaps. Misty said it sounds like when we first started talking about this, providers are becoming more particular and putting up increasing barriers. There are providers moving away from accepting Medicaid. Another challenge is kids are really struggling and cases are more acute even if numbers are coming down. Misty confirmed she is talking about residential placements. Neta asked is that the emergency placement and all levels? Jennifer said the reality is that some providers are not going to take Medicaid all together. CSA may have to eat the cost of an expensive residential stay. The residential facilities also accept kids but when they show difficult behavior, they discharge the kid. Neta said another issue is the number of beds available is lower. Kevin said that residential placements he has been dealing with are saying there are open beds but not enough staff to take kids in. Misty said locally are there things we can do in our circles of influence; are there things we can share as brainstorming solutions? Do we need to support the resources that we do have in our areas? Support staff training? Is there some advocacy that CPMT could be doing to support local residential places? Katie said could we have a virtual residential program. A talk circle with a support component. Like a hotline that could be used. Martha said this happened in the state a number of years ago. Usually designed around one kid. Wrapping the support around the kid as crisis prevention providing immediate response. Christa thinks it was national crisis group who she worked with in a similar situation. Neta said Region Ten partnered with Community Attention to be avail by phone and ability to deploy if needed. Neta said Region Ten is having a workforce crisis. What about partnering with a local place like STARS? Neta and Katie discussed finding foster care placements. Sue said that they have a mom and child that need to be placed together to have stable housing. They have no family to rely on and if separated probably won't do well. What should the next step be? Should we try to partner with private providers? Misty said one specific next step that should happen would be to get data on how many times over the last year have youth had to stay in motels because there isn't a bed available. It's hard to develop a process if these situations aren't happening more than one or two times. Getting some data would help. Jennifer thinks about respite and foster care. We would have to go to individual agencies to get information. As a community how can we support kids and families when we can't afford to build a whole program around them? If the data doesn't show the numbers, what do we do? There is value in us keeping the kids in the community but the trade off is it might not be financially sustainable. Katie wonders if we could have a process that could provide crisis support when residential services are not available. If we are

thinking about capacity maybe this service could help in that respect. Misty said we are talking about residential broadly but there is a need for clinical beds for clinical stabilization, respite residential, where is the most need so we can reach out to existing providers. We need feedback on how often kids are turned away and what are the reasons. Misty said she has randomly been getting emails with a bed count from a place in Richmond. Misty is getting those because she is chair. Christa gets emails about bed counts as well. Misty said how do we want to move forward? Do we have an action? Martha asked if its possible to have date for March? Jennifer said could members go back to perspective agencies to get data. Martha thinks case number could come from the DSS agencies. Mary said she can get data from child welfare. Albemarle has had several recently. Beth asked if covid is also impacting this and will the last 6 months be enough. Neta misses the days when it just about the dollars.

Documents/Resources: n/a

Next Steps/Action(s): **DSS members will gather data from their agencies to discuss at March meeting. Mary will get Data for Albemarle and Sue will get from Charlottesville. Misty said target the last 6 months. Katie and Jennifer hope to bring a training packet for new CPMT members for CPMT review.**

Agenda Item: OCS Communications

Presenter: CSA Coordinators

Discussion/Summary: Just this one memo

Documents/Resources: Administrative Memo 22-02 Sped Wrap review & allocation

Next Steps/Action(s): **informational**

Agenda Item: Program Sub-Committee Update

Presenter: Christa Galleo

Discussion/Summary: Christa said that for February she does not have much of an update. There is a referral form being put together for UR Mentoring. Once it is finished Program will be ready to start making referrals. They received results to the provider surveys sent out recently. No big response but the ones who did respond rated their case manager. They are looking at changing the language and making it clearer that the service is being rated not the case manager. Jennifer is going to talk to Tamara Ryan about adjusting the survey. Misty asked if CPMT could get copies of the results. Katie said it was provided last month.

Documents/Resources: n/a

Next Steps/Action(s): **Once changes are implemented hopefully next quarter, they could share results with CPMT**

Agenda Item: Other Business- Work Plan Review-What are individual agencies doing around DEI?

Presenter: Chair and CSA Coordinators

Discussion/Summary: What are agencies doing in their individual agencies. Sue Moffett said Jenny Jones have been participating in Job Fairs at Historically Black Colleges. They have recently hired a new staff person and hope to grow that

relationship with the colleges. Beth said Charlottesville Public Schools have been working with job fairs as well. They are looking at equity and inclusive piece by looking at a wider variety of schools. A committee is reviewing policies to include aspects of equity. Beth said there is a committee reviewing the wording what is needed to say. It will be a long process. Martha said DJJ also has an equity work group. Policies go thru that workgroup before they come to the agencies. They meet regularly to get the input from the equity group. Misty asked if other agencies are looking at policy as well. Kevin said Albemarle County Public schools are using an equity check list policy is reviewed, revised, and created. An equity check list goes with each change and is reviewed with a team before it goes to the school board. That is done with every policy. Neta asked if Kevin could share that equity check list. Region Ten also has a work group that is new and could use some guidance. Kevin said it is a skeleton form that guides the group through the process. Misty said folks are asking for check lists, how to describe and equity lenses for policy. What are qualifications for people to be on these committees. Neta said Region Ten has a Change Team which addresses issues and input from staff on equity and inclusion. There have been some racial equity and inclusion training coming out to staff. Neta said one successful thing has been using social media putting their values out sharing that Region Ten is anti-racist. Embracing their face book page, a book club, built a library are all positive actions. Misty said that CAFF is trying to recruit more foster families that are reflective of the families we are serving, age, race, LGBT to name a few. Ryan said his supervisor forwarded a community wellbeing equity framework training that will be happening at Albemarle County next week. It will be a holistic framework using the equity lenses to guide departments though the budget process. Ryan is planning to attend the training and can report back at the March meeting. Mary said this office is coming to ACDSS staff meeting tomorrow (2/17/22) to discuss this training. Albemarle does have the office of equity and inclusion. Any departments can reach out to this department and ask for training for what each dept is looking for. Some commonalities but depends on departments need. Mary said for DSS specifically we have updated our strategic plan to focus to work toward to more diversity in our work force and making our goal robust and layers. We have quarterly trainings at staff meeting. Workgroup developing policy in recruitment practices, our interview questions, where do we advertise. We are trying to have a multi-pronged approach. Mary thinks it has been very helpful to have Kaki Dimock come about with her experience in this arena. She is helping us guide the process. Misty said from Community Attention is small group conversations. They have 45 employees, CAFF, administration, and human services. They polled the different areas drawing people from the different groups to participate in "Dialogue on Race". They have had two rounds. Misty said that this experience has been a learning moment because digging into racial work is really personal. Misty stated that we are taught in white supremacy to keep our personal very personal. It has been a culture shock in personal sharing. It has been very formative to bring more personal beliefs to get integrated into professional beliefs.

Documents/Resources: template shared at meeting on screen

Next Steps/Action(s): informational at this point.

Agenda Item: Other Business- Agency Updates

Presenter: CPMT members

Discussion/Summary: Martha said the Georgetown work is beginning to progress. Currently they are looking at the number of kids getting detained for parole violations. This work group is going to happen this week. Continuing to get great support. They just completed a family engagement training (6 sessions) had challenging sessions around racial equity. In a month there will be another session on self-care. Sue Moffett said 75% of Charlottesville DSS initial placements are kinship (with family) Good News!

Documents/Resources:

Next Steps/Action(s): informational

Misty Graves, Chair for Charlottesville CPMT, adjourned the meeting at: 4:40 PM

Next scheduled meeting: March 16, 2022 @ 3:15-5:00 Virtual meeting by ZOOM

Respectfully Submitted:

Lisa Jordan