

**Albemarle CPMT  
Charlottesville CPMT  
Joint Committee Meeting Minutes  
Thursday  
July 6, 2023**

**Present:** Ryan Davidson, Jennifer Wells, Kevin Kirst, Erin Callas, Katie Ralston, Misty Graves, Mary Stebbins, Ellen Krag for Neta Davis, Andre Key, Rachel Rasnake, Asheley Marshall

**Absent:** Sue Moffett, Christa Galleo, Neta Davis, Tammy Johnston, Alice Micklem

**Guest:** Sarah Lawson – DSS intern

Quorum for Albemarle: Yes

Quorum for Charlottesville: Yes

**Call to Order:**

*Misty Graves, Charlottesville Chair called the meeting to order at 9:04 A.M. and introductions were made for guest, Sarah Lawson.*

**Agenda Item: Review & Approval of the Agenda/ Acceptance of Consent Agenda including Minutes, Financial Reports including Foster Care Expense Reports & FAPT approved expenses.**

**Presenter:** Chair

**Discussion/Summary:** Misty asks for motion of approval of the consent agenda for Charlottesville and Albemarle to include the financial reports and June minutes. Misty asks for any questions regarding foster care and FAPT approved expenses. No questions.

**Next Steps/Action(s):** Ryan Davidson makes a motion to approve for the county, Erin Callas seconds. Motion approved. Misty asks for motion of approval from the city. Rachel Rasnake makes motion to approve for the city, Erin Callas seconds. Motion approved.

**Agenda Item: Action Item – Risk Assessment Survey**

**Presenter:** Chair

**Discussion/Summary:** Jennifer and Katie asked for feedback regarding the annual risk assessment survey and differences between county and city responses. Overall, there weren't many changes from the city or county. Some slight changes were made to the best practices and concerns for both the city and county. Mary added that the lack of foster families in the area is a concern. Ellen Krag mentioned the lack of Medicaid providers providing intensive in-home services.

**Next Steps/Action(s) taken:** Misty asks for motion of approval for the city. Rachel Rasnake makes motion to approve for the city, Asheley Marshall seconds. Misty asks

for motion of approval from the county. Erin Callas makes motion to approve for the county, Ryan Davidson Seconds. Motion approved.

**Agenda Item: Action Item – Provider Revisions - Albemarle**

**Presenter:** Chair

**Discussion/Summary:** Jennifer discusses provider revisions for Albemarle, which were reviewed and approved by the County Attorney's office.

**Next Steps/Action(s) Taken:** Misty asks for motion of approval from the county. Ryan Davidson makes motion to approve for the county, Mary Stebbins seconds. Motion approved.

**Agenda Item: Action Item – Closed Session**

Misty Graves as Chair asked for a motion authorizing the closed meeting stating: I move that the Charlottesville and Albemarle Community Policy and Management Team go into a closed meeting pursuant to sections 2.2-3711 and 2.2-5210 of the Code of Virginia to discuss the background check of a potential CSA provider. Ryan Davidson made motion to go into closed session, Asheley Marshall seconded. All members agree – we are in closed session.

A motion was made to move from closed session back to public meeting. Misty Graves stated: I move that the Charlottesville and Albemarle Community Policy and Management Team certify by a recorded vote that to the best of each team member's knowledge, only public business matters lawfully exempt from the open meeting requirements of the Virginia Freedom of information act and identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting. The secretary took a recorded vote of each member. Misty asked for a motion to go back into open meeting. The motion to move from closed meeting to public meeting was made by Ryan Davidson and seconded by Erin Callas. Recorded vote was taken by the secretary as follows:

**Charlottesville CPMT**

Erin Callas - yes

Misty Graves - yes

Rachel Rasnake - yes

Ellen Krag for Neta Davis - yes

Asheley Marshall - yes

Andre Key – yes

**Albemarle CPMT**

Ryan Davidson - yes

Erin Callas- yes

Kevin Kirst - yes

Mary Stebbins - yes

Ellen Krag for Neta Davis - yes

**Agenda Item- FAPT Update**

**Presenter:** CSA Coordinators

**Discussion/Summary:** Katie says FAPT had a fifth Friday meeting where Albemarle and City FAPT members met together. FAPT is looking at revising the IFSP to include some more questions to ensure FAPT has enough information to approve if case managers aren't there to discuss the case and to make sure it is clear to auditors why the funding was approved. Case managers have been informed of the possible coming changes to the IFSP. Misty says there has been some conversation around the lack of housing navigation in the county, so it might be good to include information on the housing navigators to refer to.

**Next Steps/Action(s) Taken:** Jennifer and Katie to work on revising the IFSP.

#### **Agenda Item- CSA Coordinator Update**

**Presenter:** CSA Coordinators

**Discussion/Summary:** Jennifer reminds CPMT that background check policy needs to be developed and approved by CPMT for providers. She asks for feedback on CPS background checks to be run internally through Oasis instead of going through OBI. That would help streamline the process and allow for quicker turnaround times. Kevin Kirst expresses concern regarding liability, especially based on capacity. Misty says given the lack of providers and long waitlists; it would be worth doing as long as the county attorney agrees. Kevin Kirst and Asheley Marshall agree that there should be a signed agreement regarding the sharing of background check information and including that the information is subject to FOIA.

Jennifer says they run DMV checks for providers that provide transportation, but there is no policy around what the threshold is for the results that come back.

**Next Steps/Action(s) Taken:** CPMT members should send Jennifer and Katie their agency's background check policy for review. The agenda planning committee can work on developing a policy for CPMT.

#### **Agenda Item- Program Sub Committee Update**

**Presenter:** CSA Coordinators

**Discussion/Summary:** Program didn't meet this month.

**Next Steps/Action(s) Taken:** Informational

#### **Agenda Item: OCS Communications**

**Presenter:** CSA Coordinators

**Discussion/Summary:** None

**Next Steps/Action(s) Taken:** N/A

#### **Agenda Item: Discussion and Engagement- Review of Work Plan**

**Presenter:** All

**Discussion/Summary:** N/A

**Next Steps/Action(s):** Katie to revise work plan to include razed/raised discussion.

#### **Agenda Item: Discussion and Engagement- Legislative Updates**

**Presenter:** All

**Discussion/Summary:** There are concerns on the CSA Coordinators group regarding the lack of approval by the General Assembly for the state budget, which is where the removal language regarding the rates and tiers for private day providers was included.

Until the budget is approved with that language in it, the private day programs are still under the old legislation because nothing has changed it yet. Kevin advised he will be keeping an eye on this.

**Next Steps/Action(s):** N/A

**Agenda Item: Discussion and Engagement- DJJ Truancy Update**

**Presenter:** Christa Galleo

**Discussion/Summary:** This will be postponed until next meeting because Christa was not present.

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

*Misty Graves, Chair for Charlottesville CPMT, adjourned the meeting at: 10:26 A.M.*

**Next scheduled meeting: August 3, 2023, at 9:00-10:30 A.M. in person meeting will be located at 5<sup>th</sup> Street County Office Building in Room 231 within Social Services area.**

Respectfully Submitted:  
Tayler Ellis