

CARROLL COUNTY CPMT

MEETING AGENDA

SEPTEMBER 18, 2018 - 9:00AM
CCDSS CONFERENCE ROOM

- 1) CALL TO ORDER, DECLARATION OF QUORUM
- 2) CHAIRMAN'S ANNOUNCEMENTS
- 3) MINUTES OF AUGUST 21, 2018 MEETING
- 4) FINANCIAL REPORT AND POOL FUND REIMBURSEMENTS
- 5) CSA COORDINATOR'S REPORT
- 6) CLOSED SESSION, CASE PRESENTATIONS
- 7) CASE EXPENDITURE APPROVALS/DENALS
- 8) TEAM MEMBERS TIME
- 9) SCHEDULING OF THE NEXT CPMT MEETING
- 10) ADJOURNMENT

CARROLL COUNTY
 CSA FUND BALANCE
 CHILDREN'S SERVICE ACT (CSA)

FUND NAME	REVISED BUDGET	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	FUND BALANCE	UNAPPROVED		ADJUSTED FUND BALANCE
						CREDIT	AUTHORIZATIONS & POSOS	
C18 CSA MANDATED 17/18 ASSIST	20,000.00	43,660.33	(23,660.33)	0.00	(23,660.33)	0.00	0.00	(23,660.33)
C18 CSA MANDATED 17/18 POS	2,711,555.00	2,609,844.73	101,710.27	14,890.80	86,819.47	0.00	0.00	86,819.47
C18 CSA NON-MANDATED 17/18 POS	22,749.00	7,530.00	15,219.00	0.00	15,219.00	0.00	0.00	15,219.00
C19 CSA MANDATED 18/19 ASSIST	45,000.00	12,290.00	32,710.00	0.00	32,710.00	0.00	0.00	32,710.00
C19 CSA MANDATED 18/19 POS	1,522,364.00	236,574.09	1,285,789.91	2,016,648.79	(730,858.88)	0.00	0.00	(730,858.88)
C19 CSA NON-MANDATED 18/19 POS	22,749.00	1,520.00	21,229.00	760.00	20,469.00	0.00	0.00	20,469.00
	4,344,417.00	2,911,419.15	1,432,997.85	2,032,299.59	(599,301.74)	0.00	0.00	(599,301.74)

CARROLL COUNTY CPMT

Minutes

August 21, 2018

The Carroll County Community Policy & Management Team (CPMT) met on August 21, 2018 in the Department of Social Services Conference Room in Hillsville, Virginia. Members present for the meeting included: Steve Truitt (Carroll County Administrator), Rob Hiatt (27th Circuit Court CSU); Laura Goad (Carroll County Public Schools/ CPMT Secretary); Angela Shupe (Mount Rogers CSB/CPMT Vice Chair); Vicky Richardson (Carroll County Health Dept.); Laura Taylor (Family Preservation Services, Inc.) ; Rex Hill (Carroll County Board of Supervisors); and Teresa Isom (Carroll County DSS Director/CPMT Chair). Member absent was: Parent Representative (needed).

Jacqueline Roberts (CSA Coordinator) was also in attendance.

Teresa Isom, Chair, called the meeting to order at 9:03 a.m. Ms. Isom reported that there are two new foster care/foster care prevention/on-going CPS workers – Jamie Gift and Jessica Sheek. Two children have final adoption orders in place. Ms. Roberts reported that the CSA audit is completed and there are no outstanding areas or over payment issues. There were two areas of concern – overusing ICC as it should only be for 3 months and needing additional information provided to the team for utilization management. The team discussed a concern about use of ICC because these folks do a great deal to facilitate return from placement.

Upon a motion made by Ms. Shupe, seconded by Ms. Richardson, the minutes of the July 17, 2018 CPMT meeting were approved by voice vote.

A motion was made by Mr. Truitt to approve the Fund Balance and pool reimbursement report as presented. Ms. Isom seconded, and this motion was approved by voice vote.

Ms. Roberts reviewed the case statistics and total encumbrances/expenses to date. A new parent representative is needed.

Ms. Isom made the following motion: “Pursuant to Section 2.2 – 3711 (A) of the Code of Virginia, I move that the Carroll County Policy and Management Team convene a closed meeting for the purpose of discussion with the Family Assessment and Planning Team representative regarding case presentations exempted from open session as authorized by Section 2.2 – 3711 (A) (1) of the Code of Virginia”. This motion was seconded by Ms. Taylor and approved by voice vote at 9:25 a.m.

Ms. Roberts was present during the entire closed session and presented recommendations from the FAPT meetings held on August 2, 2018 and August 9, 2018.

Ms. Isom made the following motion: “I move that the CPMT return to open session and also that a certification be approved stating the Carroll County Community and Policy Management team while in closed session discussed only public business matters lawfully exempted from open meeting requirements as previously stated in Virginia Law and that only such matters as were identified in the motion convening the closed meeting were heard, discussed or considered.” This motion was seconded by Mr. Truitt and approved by the following votes to certify: AYES 8, NAYES 0. The CPMT returned to open session at 10:42 a. m.

Upon a motion made by Mr. Truitt, seconded by Mr. Hill, the CPMT voted to accept FAPT recommendations and approve cases from August 2, 2018 and August 9, 2018 (Ms. Taylor abstaining from any FPS cases) with the following clarifications: August 9, 2018 case #1 non-mandated - deny

parent educator and recommend intensive in-home; case #2 non-mandated -deny mentoring and recommend intensive in-home; case #4 approve mentoring but request parenting assessment; case #5 deny mentoring and request parenting assessment; case #6 – referral to intensive in-home rather than ICC and approve specialized counseling; and case #9 non-mandated - deny mentoring and request case manager and school counselor address school/community activities.

Dr. Goad shared two school division events: Disability Services Fair on September 13, 2018 and Literacy Yoga Parent Night on September 18, 2018.

The next meeting of the CPMT will be on Tuesday, September 18, 2018 at 9 a. m.

Upon consensus of the group, Ms. Isom adjourned the meeting at 10:47 a.m.

Laura Goad
Secretary

1. CSA cases effective 08-31-18 -

82 open CSA cases

67 foster care -

33 - Therapeutic foster care placement

1 - Independent Living Program

13 - Residential Placement

13 - Locally approved foster home

4 - Fostering Futures Program

3- Trial Home Placement

27 Foster Care Youth eligible for IV-E funding

9 - Community Based Services

6- Special Education Placements presented by Carroll County School

2 - Private Day School placements

4 - Residential placements

CSA Expenditure -

2018/2019 fiscal year

July 1, 2018 thru July 31, 2018 - \$262,828.88

2017/2018 fiscal year

July 1, 2017 thru July 31, 2017 - \$182,631.91

2016/2017 fiscal year

July 1, 2016 thru July 31, 2016 - \$157,515.97

2015/2016 fiscal year

July 1, 2015 thru July 31, 2015 - \$124,168.90

2014/2015 fiscal year

July 1, 2014 thru July 31, 2014 - \$143,388.77

\$16,976.42 was put back into CSA funding for unfiled vendor invoices and/or unused services

35 - Receiving Adoption Subsidy

7 - Foster Care cases currently in the adoption process

CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: September 06, 2018	FOR PERIOD ENDING: August 31, 2018 Report ID: 30092
LOCALITY: Carroll -FIPS 35	Contact Peerson: Lynn Ogle Phone Number:276-730-3130

PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.3637	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.3637	\$13,261.56	\$3,997.79	\$9,263.77	\$3,369.23	\$5,894.54
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.3637	\$0.00	\$1,040.00	(\$1,040.00)	(\$378.25)	(\$661.75)
1d. Non-Mandated Services/Residential/Congregate	\$0.3637	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	\$0.2910	\$4,237.80	\$1,132.05	\$3,105.75	\$903.77	\$2,201.98
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care - IV-E	\$0.2910	\$2,070.00	\$414.00	\$1,656.00	\$481.90	\$1,174.10
2a.1 Treatment Foster Care	\$0.2910	\$3,027.84	\$1,528.61	\$1,499.23	\$436.28	\$1,062.95
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b. Specialized Foster Care - IV-E ; Community Based Services	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1 Specialized Foster Care	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c. Family Foster Care - IV-E ; Community Based Services	\$0.1455	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2d. Family Foster Care Maintenance only	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.2910	\$0.00	\$781.59	(\$781.59)	(\$227.44)	(\$554.15)
2f.	Community - Based Services	\$0.1455	\$1,000.00	\$742.70	\$257.30	\$37.44	\$219.86
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.1455	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2h.	Wrap-Around Services for Students With Disabilities	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.1455	\$760.00	\$0.00	\$760.00	\$110.58	\$649.42
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$24,357.20	\$9,636.74	\$14,720.46	\$4,733.50	\$9,986.96

CSA FY 18 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

PART 2 - EXPENDITURE REFUND DESCRIPTION

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$3,601.60
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$1,752.00
Child Support Collections through DCSE	040	\$4,283.14
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$9,636.74

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

CSA FY 19 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: September 06, 2018	FOR PERIOD ENDING: August 31, 2018 Report ID: 30091
LOCALITY: Carroll -FIPS 35	Contact Peerson: Lynn Ogle Phone Number:276-730-3130

PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.3637	\$930.00	\$0.00	\$930.00	\$338.24	\$591.76
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.3637	\$64,910.91	\$0.00	\$64,910.91	\$23,608.10	\$41,302.81
1c. Residential Congregate Care -CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.3637	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d. Non-Mandated Services/Residential/Congregate	\$0.3637	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	\$0.2910	\$55,580.83	\$0.00	\$55,580.83	\$16,174.02	\$39,406.81
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care - IV-E	\$0.2910	\$62,203.67	\$0.00	\$62,203.67	\$18,101.27	\$44,102.40
2a.1 Treatment Foster Care	\$0.2910	\$9,318.04	\$0.00	\$9,318.04	\$2,711.55	\$6,606.49
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b. Specialized Foster Care - IV-E ; Community Based Services	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1 Specialized Foster Care	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c. Family Foster Care - IV-E ; Community Based Services	\$0.1455	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2d. Family Foster Care Maintenance only	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.2910	\$6,616.00	\$0.00	\$6,616.00	\$1,925.26	\$4,690.74
2f.	Community - Based Services	\$0.1455	\$11,532.47	\$0.00	\$11,532.47	\$1,677.97	\$9,854.50
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.1455	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.2910	\$10,726.00	\$0.00	\$10,726.00	\$3,121.27	\$7,604.73
2h.	Wrap-Around Services for Students With Disabilities	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.2910	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.1455	\$1,520.00	\$0.00	\$1,520.00	\$221.16	\$1,298.84
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$223,337.92	\$0.00	\$223,337.92	\$67,878.84	\$155,459.08

CSA FY 19 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

PART 2 - EXPENDITURE REFUND DESCRIPTION		
Information regarding total expenditure refunds reported in Part 1, Line 4(c).		
EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &##133;)	030	\$0.00
Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$0.00

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

