



CPMT Packet

March 18th, 2015

Grayson County CPMT Agenda
March 18th, 9:30 a.m.
Grayson County Board Room
P.O. Box 434/ 129 Davis Street
Independence, VA. 24348

- 9:30 a.m. I. Call to Order**
- 9:32 a.m. II. Approval of Agenda**
- 9:35 a.m. III. Approval of Minutes from February 18, 2015**
- 9:40 a.m. IV. Announcements**
- 9:45 a.m. V. Financial Report**
a. Review of February, 2015 Financials and Programmatic Reports
- 9:50 a.m. VI. Old Business**
- 9:55 a.m. VII. New Business**
a. CSA Report from CSA Academy
- 10:00 a.m. VIII. Motion to Convene in Executive Session**
Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.
- 11:00 a.m. IX. Motion to Come Out of Executive Session & Immediately Reconvene in Open Session**
- 11:05 a.m. X. Motion to Certify Compliance by Certification**
Move that the members of the Grayson County CPMT certify that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements, 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.
- 11:10 a.m. XI. Motion for Case Approval**
- 11:20 a.m. XII. Motion to Adjourn**

Next Meeting:

April 15th, 2015 at 9:30 a.m. at Grayson County Board Room, 129 Davis Street Independence, VA. 24348.

February Minutes 2015

Minutes
Grayson County Board Room

P.O. Box 217/ 129 Davis Street
Independence, VA. 24348
February 18, 2015
9:30 a.m.

MEMBERS PRESENT

Angela Shupe, MRCSB ALT. Laura Davis
Jonathan Sweet, County Administrator
Anthony Isom, Director of Social Services
Mitch Smith, ALT. Brenda Sutherland
Kim Coleman, VA Dept. of Health
Doug Garvey, Juvenile Justice
Tim Carico, Parent Representative
Doug Lawson, GCPS

MEMBERS NOT PRESENT

Beth Roper, Family Preservation

Other Present:

Renaë Sizemore, Comprehensive Services Act Coordinator
Stuart Cheeks, FAPT Chairman

RECAP of CPMT VOTES:

Motion:

Action:

Status:

- | | | |
|--|--|-------------------------|
| • Motion to approve Agenda | 1 st ; Angela Shupe
2 nd ; Jonathan Sweet | Approved
Unanimously |
| • Motion to approve the minutes from January, 2015 CPMT Meeting | 1 st ; Jonathan Sweet
2 nd ; Kim Coleman | Approved
Unanimously |
| • Motion to approve The February 2015 Financials and Year to Date Financials | 1 st ; Mitch Smith
2 nd ; Jonathan Sweet | Approved
Unanimously |
| • Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team. | 1 st ; Mitch Smith
2 nd ; Angela Shupe | Approved
Unanimously |
| • Motion to come out of Executive Session | 1 st ; Jonathan Sweet | Approved |

<p>Announcements</p>	<p>CSA Coordinator discussed Self Assessment workbook Section V: Compliance Local CPMT Compliance Assessment Worksheet</p> <p>All five client files had approval letters, just determined that they needed more detail to improve verification.</p> <p>All Five client files had POSO/invoices for expenditures.</p> <p>Five out of the five client's files obtained a notification letter but two of them were delivered less than 7 days of meeting.</p> <p>All five client files had IFSP's. One client's IFSP did not obtain Goals/Objectives.</p> <p>All five client's files had the appropriate service plans in place.</p> <p>All five client's files had the correct UR paperwork to support UR at FAPT meetings.</p> <p>All five client's files have the mandated forms attached.</p> <p>One client file had the proper receipts/paperwork for the Co-Payment Procedure.</p> <p>Deficiencies and corresponding plan of action. Parent Notification Letters:</p> <p>Approval Letters</p>	<p>CSA Coordinator discussed the Self Assessment Workbook Section V:</p> <p>Approval Letters: 5/5 Invoices: 5/5 Notification Letters: 5/5 IFSP: 5/5 Service Plans: 5/5 UR Documentation: 5/5 Mandated: 5/5 Co-Payment: 1/1</p> <p>Notified Case Managers/Supervisors that letters have to be sent out one week prior to the meeting date. This does include all families/agencies involved.</p> <p>CSA Coordinator will come up with an approval letter template and improve the dates for verification.</p>
<p>Financial Report</p>	<p>CSA FY 15 – Pool Reimbursement Request Report I CSA FY15 – Pool Reimbursement Request Report II CSA Reports Pool Reimbursement Reports Transaction History for Grayson County. CSA Data Set Link.</p>	<p>Tony Isom presented the Grayson CPMT Financial Report. On motion by Mitch Smith, seconded by Jonathan Sweet the</p>

	<p>YTD Expenditures: \$358,724.17 YTD Encumbrances: \$343,375.16 November 14 Expenditures: \$55,605.68 FY 14 Projected Expenditures: \$725,237.67</p>	<p>Financial Report was passed unanimously.</p>
<p>Motion to convene in Executive Session</p>	<p>Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.</p>	<p>Tony Isom asked that the meeting move into Executive Session. On motion by Mitch Smith, seconded by Angela Shupe, the meeting moved into Executive Session.</p>
<p>Motion to Come Out of Executive Session & Immediately Reconvene in Open Session</p>	<p>I so Certify: Tony Isom I so Certify: Angela Shupe I so Certify: Jonathan Sweet I so Certify: Beth Roper I so Certify: Tim Carico I so Certify: Kim Coleman I so Certify: Brenda Sutherland I so Certify: Rob Hiatt</p>	<p>Motion to Come Out of Executive Session & Immediately Reconvene in Open session. On motion by Jonathan Sweet, seconded by Doug Garvey the meeting moved out of Executive Session into Open Session.</p>
<p>Motion to Approve All Cases</p>	<p>Motion to Approve all cases as presented and services as amended.</p>	<p>All cases were approved, as noted on motion by Jonathan Sweet, seconded by Kim Coleman, and unanimously approved.</p>
<p>movement to Adjourn/Next Meeting Date</p>	<p>The next CPMT meeting will be held on Wednesday March 18th, 2015 at 9:30 a.m. Grayson County Board Room.</p>	<p>The meeting was adjourned on motion by Mitch Smith, seconded by Jonathan Sweet at 11:12 p.m.</p>

Attachments: February, 2015 Financials
Transcribed by RCS