



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:

Rena S 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 |

2nd; Doug Garvey Unanimously

- Therefore, Be it Resolved that the Grayson County Community Policy and Management Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia laws were discussed in the executive meeting to which this certification resolutions applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Grayson County Community Policy and Management Board with recorded confirmation from members;

I so Certify: Tony Isom
 I so Certify: Angela Shupe
 I so Certify: Jonathan Sweet
 I so Certify: Doug Garvey
 I so Certify: Tim Carico
 I so Certify: Kim Coleman
 I so Certify: Mitch Smith
 I so Certify: Doug Lawson

- Motion to Approve All Cases as presented and Services as amended.

1st: Jonathan Sweet Approved
 2nd: Kim Coleman Unanimously

- Motion to adjourn CPMT meeting

1st: Mitch Smith Approved
 2nd: Jonathan Sweet Unanimously

Item	Discussion	Action
Call to Order/Additions to the Agenda	The meeting was opened by Chairman, Tony Isom, at 10:02a.m.	
Approval of Agenda		Angela Shupe motioned to approve the Agenda for February 18 th , 2015 meeting. Jonathan Sweet seconded the motion. Motion to approve the Agenda passes unanimously.
Approval of Minutes		Jonathan Sweet motioned to approve the minutes from the January, 2015 meeting. Kim Coleman seconded the motion. Motion to approve the minutes passed unanimously.

<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

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.

YTD Expenditures: \$456,854.58
YTD Encumbrances: \$218,182.23
February 2015 Expenditures: \$97,223.41
FY 15 Projected Expenditures: \$739,877.67

CSA FY15 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: March 02, 2015
 CPMT: Grayson
 LOCALITY: Grayson -FIPS 77

FOR PERIOD ENDING: February 28, 2015 Report ID: 23519
 CONTACT PERSON: Debra H. Rutherford
 TELEPHONE: 276 773-2452

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)	0.2636	0.00	0.00	0.00	0.00	0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	0.2636	54,759.14	3,171.60	51,587.54	13,598.48	37,989.06
1c. Residential Congregate Care—CSA Parental Agreements ; DSS Noncustodial Agreements	0.2636	0.00	0.00	0.00	0.00	0.00
1d. Non-Mandated Services/Residential/Congregate	0.2636	0.00	0.00	0.00	0.00	0.00
1e. Educational Services - Congregate Care	0.2109	2,430.00	2,966.00	-536.00	-113.04	-422.96
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care – IV-E	0.2109	0.00	0.00	0.00	0.00	0.00
2a.1 Treatment Foster Care	0.2109	19,951.21	7,288.41	12,662.80	2,670.58	9,992.22
2a.2 Treatment Foster Care – CSA Parental Agreements ; DSS Noncustodial Agreements	0.2109	0.00	0.00	0.00	0.00	0.00
2b. Specialized Foster Care – IV-E ; Community Based Services	0.2109	0.00	0.00	0.00	0.00	0.00
2b.1 Specialized Foster Care	0.2109	0.00	0.00	0.00	0.00	0.00
2c. Family Foster Care – IV-E ; Community Based Services	0.1054	4,185.00	0.00	4,185.00	441.10	3,743.90
2d. Family Foster Care Maintenance only	0.2109	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	0.2109	0.00	0.00	0.00	0.00	0.00
2f. Community - Based Services	0.1054	5,640.07	60.00	5,580.07	588.14	4,991.93
2f.1 Community Transition Services – Direct Family Services to Transition from Residential to Community	0.1054	0.00	0.00	0.00	0.00	0.00
2g. Special Education Private Day Placement	0.2109	17,624.00	0.00	17,624.00	3,716.90	13,907.10
2h. Wrap-Around Services for Students With Disabilities	0.2109	0.00	0.00	0.00	0.00	0.00
2i. Psychiatric Hospitals/Crisis Stabilization Units	0.2109	6,120.00	0.00	6,120.00	1,290.71	4,829.29
3. Non-Mandated Services/Community-Based	0.1054	0.00	0.00	0.00	0.00	0.00
4. GRAND TOTALS: (Sum of categories 1 through 3)	0.2283	110,709.42	13,486.01	97,223.41	22,192.87	75,030.54

CSA FY15 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

DATE: March 02, 2015
 CPMT: Grayson
 LOCALITY: Grayson -FIPS 77

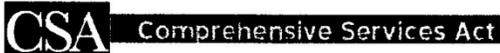
FOR PERIOD ENDING: February 28, 2015 Report ID: 23519
 CONTACT PERSON: Debra H. Rutherford
 TELEPHONE: 276 773-2452

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	60.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, ...)	030	13,077.00
Child Support Collections through DCSE	040	349.01
Pool prior-reported expenditures re-claimed under IV-E	050	0.00
Other (Please specify):	090	0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		13,486.01

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 Reports
Pool Reimbursement
Reports
FY15
Transaction History for
Grayson - FIPS 77**

Active Pool Report Preparers
Debra H. Rutherford (276) 773-2452
Anthony Isom () 773-2452
Rena Sizemore (276) 773-2452
Rena Sizemore (276) 773-2452

Pended Forms are not on this report

Transaction History

Match Rate: 0.2109	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				\$360,001.00	\$284,087.64	\$75,913.36
Pool Reimbursement History						
	<u>9</u>	07/31/2014	09/02/2014	\$43,913.75	\$35,200.79	\$8,712.96
	<u>9</u>	09/30/2014	10/08/2014	\$45,960.57	\$37,054.61	\$8,905.96
	<u>9</u>	10/31/2014	11/04/2014	\$46,429.25	\$36,647.25	\$9,782.00
	<u>9</u>	11/30/2014	12/04/2014	\$108,661.70	\$86,721.54	\$21,940.16
	<u>9</u>	12/31/2014	01/07/2015	\$59,060.22	\$48,891.25	\$10,168.97
	<u>9</u>	01/31/2015	02/03/2015	\$55,605.68	\$44,624.05	\$10,981.63
	<u>1</u>	02/28/2015	03/02/2015	\$97,223.41	\$75,030.54	\$22,192.87
Pool Reimbursement Expenditure Totals				\$456,854.58	\$364,170.03	\$92,684.55
Supplement History						
			01/08/2015	\$197,249.00	\$162,077.00	\$35,172.00
			01/08/2015	\$197,249.00	\$162,077.00	\$35,172.00
Supplement Totals				\$394,498.00	\$324,154.00	\$70,344.00
CSA System Balance				\$297,644.42	\$244,071.61	\$53,572.81

Transaction History without WRAP Dollars

Match Rate: 0.2109	Status	Period End	Date Filed	Total Amount	State	Local
Beginning Balance				\$360,001.00	\$284,087.64	\$75,913.36
Pool Reimbursement History						
	-	07/31/2014	09/02/2014	\$43,913.75	\$35,200.79	\$8,712.96
	-	09/30/2014	10/08/2014	\$45,960.57	\$37,054.61	\$8,905.96
	-	10/31/2014	11/04/2014	\$46,429.25	\$36,647.25	\$9,782.00
	-	11/30/2014	12/04/2014	\$108,661.70	\$86,721.54	\$21,940.16
	-	12/31/2014	01/07/2015	\$59,060.22	\$48,891.25	\$10,168.97
	-	01/31/2015	02/03/2015	\$55,605.68	\$44,624.05	\$10,981.63
	-	02/28/2015	03/02/2015	\$97,223.41	\$75,030.54	\$22,192.87

Pool Reimbursement Expenditure Totals		\$456,854.58	\$364,170.03	\$92,684.55
Supplement History				
	01/08/2015	\$197,249.00	\$162,077.00	\$35,172.00
	01/08/2015	\$197,249.00	\$162,077.00	\$35,172.00
Supplement Totals		\$394,498.00	\$324,154.00	\$70,344.00
CSA System Balance (Non-WRAP):		\$297,644.42	\$244,071.61	\$53,572.81

Transaction History WRAP dollars only

Match Rate: 0.2109	Status	Period End	Date Filed	Total Amount	State	Local
WRAP Allocation Additions History						
WRAP Allocation Additions Totals				\$0.00	\$0.00	\$0.00
Pool Reimbursement History - WRAP only						
-		07/31/2014	09/02/2014	\$0.00	\$0.00	\$0.00
-		09/30/2014	10/08/2014	\$0.00	\$0.00	\$0.00
-		10/31/2014	11/04/2014	\$0.00	\$0.00	\$0.00
-		11/30/2014	12/04/2014	\$0.00	\$0.00	\$0.00
-		12/31/2014	01/07/2015	\$0.00	\$0.00	\$0.00
-		01/31/2015	02/03/2015	\$0.00	\$0.00	\$0.00
-		02/28/2015	03/02/2015	\$0.00	\$0.00	\$0.00
Pool Reimbursement Expenditure Totals -WRAP only				\$0.00	\$0.00	\$0.00
CSA System Balance (WRAP only):				\$0.00	\$0.00	\$0.00

COMPARISON OF CSA MONTHLY EXPENDITURES FOR CURRENT AND PRIOR FISCAL YEARS:

MONTH	2008	2009	2010	2011	2012	2013	2014	2015
July	223.33	0	0	30.51	0	-368	59.55	43,913.75
Y-T-D	223.33	0	0	30.51	0	0	59.55	43,913.75
August	34,961.75	30,963.10	50,066.06	29,147.47	45,138.50	20,689.17	55,426.33	0.00
Y-T-D	35,185.08	30,963.10	50,066.06	29,177.98	45,138.50	20,321.17	55,485.88	0.00
September	33,808.54	70,004.07	46,126.28	7,934.81	39,956.47	24,462.50	60,039.52	45,960.57
Y-T-D	68,993.62	100,967.17	96,192.34	37,112.79	85,094.97	44,783.67	115,525.40	89,874.32
October	32,766.79	55,704.17	46,250.82	74,302.08	81,363.78	55,505.72	68,958.00	46,429.25
Y-T-D	101,760.41	156,671.34	142,443.16	111,414.87	166,458.75	100,289.39	184,483.40	136,303.57
November	30,478.87	56,002.77	49,245.91	37,984.08	56,678.13	40,501.45	72,582.53	108,661.70
Y-T-D	132,239.28	212,674.11	191,689.07	149,398.95	223,136.88	140,790.84	257,065.93	244,965.27
December	32,712.25	73,552.04	46,736.74	35,410.09	51,493.02	45,324.84	59,354.41	59,060.22
Y-T-D	164,951.53	286,226.15	238,425.81	184,809.04	274,629.90	186,115.68	316,420.34	304,025.49
January	35,461.51	55,502.85	45,055.94	43,978.45	49,792.57	44,480.26	48,074.25	55,605.68
Y-T-D	200,413.04	341,729.00	283,481.75	228,787.49	324,422.47	230,595.94	364,494.59	359,631.17
February	36,025.67	64,707.91	42,345.51	34,799.59	51,004.00	40,654.33	24,083.93	97,223.41
Y-T-D	236,438.71	406,436.91	325,827.26	263,587.08	375,427.21	271,250.27	388,578.52	456,854.58
March	30,746.77	51,830.18	44,913.02	30,421.71	27,231.63	42,474.19	20,383.54	
Y-T-D	267,185.48	458,267.09	370,740.28	294,008.79	402,658.84	313,724.46	408,962.06	
April	52,835.67	52,482.04	48,437.14	32,548.29	52,874.14	83,759.46	77,027.84	
Y-T-D	320,021.15	510,749.13	419,177.42	326,557.08	455,520.98	397,483.92	485,989.90	
May	36,558.85	47,012.96	42,479.26	47,514.33	46,445.04	34,466.74	51,770.84	
Y-T-D	356,580.00	557,762.09	461,656.68	374,071.41	501,975.02	431,950.66	537,760.74	
June #1	38,612.18	49,568.64	30,936.01	65,849.50	29,799.44	69,139.53	110,741.93	
Y-T-D	395,192.18	607,330.73	492,592.69	439,681.91	531,774.46	501,090.19	648,502.67	
June #2	35,903.16	44,128.73	38,397.32	-239.00	40,774.91	106,061.03	-15,772.69	
Y-T-D	431,095.34	651,459.46	530,990.01	439,920.01	572,549.37	607,151.22	632,729.98	
June #3	-2,620.75	-3,738.79	0.00	42,887.43	0.00	-4,116.97	0.00	
Y-T-D	428,474.59	647,720.67	530,990.01	482,569.34	572,549.37	603,034.25	632,729.98	
June #4	4,862.69	21,466.31	0.00	5,632.11	0.00	0.00	0.00	
Y-T-D	433,337.28	669,186.98	530,990.01	488,201.45	572,549.37	603,034.25	632,729.98	
TOTAL:	433,337.28	669,186.98	530,990.01	488,201.45	572,549.37	603,034.25	632,729.98	