

Martinsville City
Community Policy and Management Team

Meeting Minutes

Thursday January 25, 2024—8:30 AM

Henry-Martinsville Department of Social Services

I. Call to Order:

Kelly Koebel, CPMT Chair, called the meeting to order at 8:29 AM.

II. Roll Call:

The following team members attended the meeting:

Court Services Unit:

☒ Robert Hiatt, CSU Director

☐ Holly Johnson, CSU Supervisor, Alternate

Piedmont Community Services:

☒ Kelly Koebel, PCS – CPMT Chair

☐ Dana Dehart, PCS, Alternate

Henry/Martinsville Dept. of Social Services

☐ Amy Rice, Director of HMDSS

☒ April Evans, Assistant Director of HMDSS- CPMT Chair

Martinsville City Public Schools:

☒ Cynthia Tarpley, Spec. Ed. Director

☐ Karen Adams, Alternate

Martinsville/Henry Co. Health Department

☒ Steve Bailey, Department of Health

☐ Verna Burnette, Alternate

Martinsville City Administration Office – Fiscal Agent

☒ Megan Eanes, Finance Dept.

☐ Mandy McGhee, Alternate

☐ Crystal Ferguson, Alternate

Private Provider:

☒ Billie White, Progressive Health Systems

Parent Representative:

☐ VACANT

III. Public Comment

IV. Approval of Agenda:

Kelly Koebel called for the approval of the agenda. Billie White motioned to approve the meeting agenda. Rob Hiatt seconded the motion. Motion carried by unanimous vote; agenda approved.

Consent Agenda:

- a) December 28, 2023, Meeting Minutes
- b) CSA Pool Reimbursement Report

Kelly Koebel called for the approval of the consent agenda. April Evans motioned to approve the meeting agenda. Billie White seconded the motion. Motion carried by unanimous vote; agenda approved.

V. Old Business:

- a. Accounts payable check register – Fiscal agent, Megan Eanes
 - a. Monthly Expenditures for FY24 \$119,177.43
 - b. Year-to-Date Expenditures for FY24 \$588,322.19
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - a. \$14,362.71 Encumbered, \$3,637.29 Balance

VI. New Business:

VII. Joint New Business

- a. CSA Inclement Weather Policy
 - a. Current policy reflects that FAPT will not be held if the school are closed due to inclement weather. FAPT team is requesting policy be amended to follow the DSS Inclement Weather schedule since FAPT is held at DSS or to allow for the FAPT team to hold virtual meetings as necessary for inclement weather. CPMT will vote on the policy change at the February 29, 2024 meeting.
- b. CPMT Meeting start time
 - a. Henry County has requested to move their meeting start time to 9:00. Martinsville CPMT is in agreement with this. Necessary policy change will be completed and voted on at the February 29, 2024 meeting.

VIII. Closed Session per Code of Virginia 2.2-3711 (A) (15)

Kelly Koebel called to go into closed session at 8:34 AM to discuss cases, as allowed under COV 2.2-3711(15) of the Virginia Freedom of Information Act.

- April Evans motioned to go into closed session; Billie White seconded. Motion was carried by unanimous vote.
- a. FAPT Cases – CSA Coordinator (see CPMT funding report)
- b. New Foster Care Cases – DSS (see CPMT funding report and Foster Care Review)-
- c. IEP Cases – Schools-See Private Day Review
- d. Group Home and Residential Placement Reviews
 - a. DSS Case # 7220220
 - b. DSS Case # 10978720
 - c. CSU Case # 684036
- e. Case review for expenditures over \$5,000.00/mo.
 - a. School Case # 1016419224
 - b. School Case # 1017641823
 - c. School Case # 1019201704
 - d. School Case # 1017793869
 - e. DSS Case # 10876057

f. DSS Case # 08243978

g. DSS Case # 8243976

IX. Return to Open Meeting:

- X.** CPMT returned to an open meeting at 8:51 AM, on a motion by April Evans. Steve Bailey seconded. The motion carried by unanimous vote.

Certify closed meeting:

Robin Turner, CSA Coordinator read the certification of the closed meeting and took a roll call vote. Those voting in the affirmative were:

Court Services Unit:

☒ Robert Hiatt, CSU Director

☐ Holly Johnson, CSU Supervisor, Alternate

Piedmont Community Services:

☒ Kelly Koebel, PCS – CPMT Chair

☐ Dana Dehart, PCS, Alternate

Henry/Martinsville Dept. of Social Services

☐ Amy Rice, Director of HMDSS

☒ April Evans, Assistant Director of HMDSS

Martinsville City Public Schools:

☒ Cynthia Tarpley, Spec. Ed. Director

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☐ Crystal Ferguson, Alternate

Private Provider:

☒ Billie White, Progressive Health Systems

Parent Representative:

☐ VACANT

XI. Approve CSA Funding Requests

April Evans motioned to approve CSA funding requests with the addition of \$3600 payable to Dodson for extermination/fumigation for case 7893766. Cynthia Tarpley seconded the motion. Motion carried by unanimous vote. Funding approved.

XII. Adjournment:

Next meeting is scheduled for **Thursday February 29, 2024, at 8:30 AM, at Henry-Martinsville Department of Social Services in the auditorium.**

Kelly Koebel called to adjourn the meeting at 9:27 AM. Steve Bailey made a motion to adjourn the meeting. April Evans seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Robin Turner, CSA Coordinator.