

Martinsville City
Community Policy and Management Team

Meeting Minutes

Thursday September 28, 2023—8:30 AM

Henry-Martinsville Department of Social Services

I. Call to Order:

In the absence of the CPMT Chair and CPMT Co-Chair per local policy Robin Turner, CSA Coordinator, called the meeting to order at 8:30 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

☐ Sharon Buckman, 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:

☐ VACANT

Parent Representative:

☐ VACANT

III. Public Comment

IV. Approval of Agenda:

Robin Turner called for the approval of the agenda with amendments. Holly Johnson motioned to approve the meeting agenda with the following amendments-Martinsville City new business add Beth Stone as the new PCS FAPT alternate and non-pay letters for Case 1017641823 and Case 1016419224. Megan Eanes seconded the motion. Motion carried by unanimous vote; agenda approved.

Consent Agenda:

- a) August 24, 2023, Meeting Minutes
- b) CSA Pool Reimbursement Report

Robin Turner called for the approval of the consent agenda. Megan Eanes motioned to approve the meeting agenda. Cynthia Tarpley 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 \$107,866.84
 - b. Year-to-Date Expenditures for FY24 \$123,062.99
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - a. \$8,480 Encumbered, \$9,520 Balance

VI. New Business:

- a. Add Beth Stone as the PCS FAPT alternate.
Holly Johnson motioned to approve the change. Cynthia Tarpley seconded the motion. Motion carried by unanimous vote.
- b. Remove Chris Cousins as the parent representative for Martinsville City.
 - a. Holly Johnson motioned to approve the change. Megan Eanes seconded the motion. Motion carried by unanimous vote.

VII. Joint New Business

- a. Surveys.
 - 1. Youth Connect
Surveys received for parent aid services and truancy prevention.
Family was very complimentary and thankful for the services provided.
- b. Emergency Contract Approval
 - 1. Assuage Solutions with Amendment
 - 2. Progressive Health Systems-DBA PHS Autism Center
 - 3. Virginia Institute for Autism
- c. New Contract Approvals
 - 1. Anchor
 - 2. Newport News Behavioral Health
 - 3. First Home Care
 - 4. Three Rivers Treatment Center
 - a. April Evans motioned to approve the contracts. Holly Johnson seconded the motion. Motion carried by unanimous vote.
- d. Policy Changes presented and to be voted on at the September 28, 2023, meeting.
 - 1. Removal of the residential reporting requirements to DBHDS page 11.
 - 2. Removal of QRTP Requirements page 34.
 - a. Cynthia Tarpley motioned to approve the policy changes. April Evans seconded the motion. Motion carried by unanimous vote.
- e. FAPT Member

1. Remove Lauren Wright as the primary DSS FAPT member and rotate her to an alternate. Jaimee Powell will become the primary DSS FAPT representative.
2. Remove Max Coulson as a FAPT representative for PCS
Holly Johnson motioned to approve the FAPT member changes.
April Evans seconded the motion. Motion carried by unanimous vote.
3. CPMT Private Provider- Billie White with Progressive Health Systems applied for the CPMT private provider opening for Martinsville & Henry County.
 - i. Megan Eanes motioned to approve the new private provider.
Holly Johnson seconded the motion. Motion carried by unanimous vote. This will be presented to city council in October for appointment.
 - b. FY24 Budget
 - i. Martinsville has an initial allocation of \$1,208,736 with \$401,421.00 as the local match.
 - ii. Martinsville protected allocation for FY24 is \$38,628 with \$12,829 as the local match.
 - iii. Martinsville FY22 Pool Expenditures \$1,067,702.35 while FY23 Pool Expenditures were \$1,156,749.31.

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

Robin Turner 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.

- Steve Bailey motioned to go into closed session; Megan Eanes 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
 - a. Letter of Non-Pay for Case 1017641823
 - b. Letter of Non-Pay for Case 106419224
 1. In open session-Holly Johnson motioned to approve the non-pay letters as requested for The Hughes Center. Megan Eanes seconded the motion.
Motion carried by unanimous vote.
- d. Group Home and Residential Placement Reviews
 - a. DSS Case # 6090722
 - b. CSU Case # 684036
- e. Case review for expenditures over \$5,000.00/mo.
 - a. School Case # 1017220488
 - b. School Case # 1019201704
 - c. School Case # 1016419224

- d. DSS Case # 10876057
- e. DSS Case # 10978720
- f. DSS Case # 8243976
- g. DSS Case # 10955141

IX. Return to Open Meeting:

- X.** CPMT returned to an open meeting at 8:48 AM, on a motion by Steve Bailey. April Evans seconded. The motion carried by unanimous vote.

Certify closed meeting:

Jada Schmidt, CSA HSA 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
- ☐ Sharon Buckman, 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
- ☐ 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:

- ☐ VACANT

Parent Representative:

- ☐ VACANT

XI. Approve CSA Funding Requests

Holly Johnson motioned to approve CSA funding requests. Megan Eanes seconded the motion. Motion carried by unanimous vote. Funding approved.

XII. Adjournment:

Next meeting is scheduled for **Thursday October 26, 2023, at 8:30 AM, at Henry-Martinsville Department of Social Services in the auditorium.**

Robin Turner called to adjourn the meeting at 9:27 AM. Steve Bailey made a motion to adjourn the meeting. Cynthia Tarpley seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Robin Turner, CSA Coordinator.