

Martinsville City
Community Policy and Management Team

Meeting Minutes

Thursday August 24, 2023—8:30 AM

Henry-Martinsville Department of Social Services

I. Call to Order:

Kelly Koebel, CPMT Chair, called the meeting to order at 8:31 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:

Kelly Koebel called for the approval of the agenda. Megan Eanes motioned to approve the meeting agenda. Karen Adams seconded the motion. Motion carried by unanimous vote; agenda approved.

Consent Agenda:

- a) July 27, 2023, Meeting Minutes
- b) CSA Pool Reimbursement Report

Kelly Koebel called for the approval of the consent agenda. Megan Eanes motioned to approve the meeting agenda. Rob Hiatt 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 \$0
 - b. Year-to-Date Expenditures for FY24 \$1,159,709.40
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - a. \$6,230.00 Encumbered, \$11,770.00 Balance

VI. New Business:

- a. Remove Caitlin Stone as the PCS FAPT representative.
Megan Eanes motioned to approve the change. Rob Hiatt seconded the motion. Motion carried by unanimous vote.

VII. Joint New Business

- a. Surveys.
 - 1. Youth Connect
The families were happy with Youth Connect and their services.
- b. Continued Search for CPMT Private Providers and FAPT Parent Representatives, FAPT Primary Private Provider needed.
 - a. A possible CPMT private provider may be applying, there has not been any interest in FAPT parent representatives or additional private providers representation.
- c. Emergency Contract Approval
 - 1. Divinely Directed
- d. New Contract Approvals
 - 1. Integrated Health
 - 2. CPB Behavioral & Advocacy Services
 - a. Megan Eanes motioned to approve the contracts. Karen Adams seconded the motion. Motion carried by unanimous vote.
- e. 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 Q RTP Requirements page 34.
- f. Review of the UM Review Plan
 - 1. Invitation List Required for FAPT.
Megan Eanes motioned to approve FAPT Invitation List required. Karen Adams seconded the motion. Motion carried by unanimous vote.

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

Kelly Koebel called to go into closed session at 8:37 AM to discuss cases, as allowed under COV 2.2-3711(15) of the Virginia Freedom of Information Act.

- Rob Hiatt 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
- 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 8:53 AM, on a motion by Megan Eanes. 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
- ☐ Sharon Buckman, PCS Alternate

Henry/Martinsville Dept. of Social Services

- ☐ Amy Rice, Director of HMDSS
- ☐ April Evans, Assistant Director of HMDSS

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- ☐ Cynthia Tarpley, Spec. Ed. Director
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- ☐ Mandy McGhee, Alternate
- ☐ Crystal Ferguson, Alternate

Private Provider:

☐ VACANT

Parent Representative:

☐ VACANT

XI. Approve CSA Funding Requests

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

XII. Adjournment:

Next meeting is scheduled for **Thursday September 28, 2023, at 8:30 AM, at Henry-Martinsville Department of Social Services in the auditorium.**

Kelly Koebel called to adjourn the meeting at 9:04 AM. Karen Adams made a motion to adjourn the meeting. Megan Eanes seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Jada Schmidt, CSA-HSA III.