

Martinsville City
Community Policy and Management Team

Meeting Minutes

Thursday July 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 8:30 AM.

II. Roll Call:

The following team members attended the meeting:

Court Services Unit:

☒ Robert Hiatt, CSU Director-CPMT Co-Chair

☐ Holly Johnson, CSU Supervisor, Alternate

Piedmont Community Services:

☒ Kelly Koebel, PCS – CPMT Chair

☐ Dana Dehart, PCS, Alternate

☐ Erin Motley, 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

☒ Brittany Sirkel, 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. Robin Turner, CSA Coordinator requested to amend the agenda under joint new business to include removal of two DSS FAPT representatives Samantha Griffith and Lynn Booth and add Emily Gunter. Billie White motioned to approve the meeting agenda with amendments. Megan Eanes seconded the motion. Motion carried by unanimous vote; agenda approved.

Consent Agenda:

- a) June 27, 2024 Meeting Minutes
- b) CSA Pool Reimbursement Report
 - a. Rob Hiatt called for the approval of the consent agenda. Billie White motioned to approve the meeting agenda. April Evans 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 \$203,870.59
 - b. Year-to-Date Expenditures for FY24 \$1,248,279.98
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - b. FY25 \$1162 Encumbered \$16,838 Balance

VI. New Business:

- a. FY25 Allocations
 - 1. Base Pool Allocation
 - a. Total Allocation \$1,625,357.00
 - b. Base State Allocation \$1,085,576.00
 - c. Base Local Allocation \$539,781.00
 - 2. Non-Mandated/Protected Funds
 - a. Total Allocation \$38,627.00
 - b. Base State Protected \$25,799.00
 - c. Base Local Protected \$12,828.00

VII. Joint New Business

- a. DSS FAPT Representative
 - a. DSS requested to remove Lynn Booth & Samantha Griffith & add Emily Gunter
 - 1. Rob Hiatt motioned to approve the removal and addition of the DSS FAPT representatives. Billie White 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 8:52 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; 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 # 10978720
 - b. DSS Case # 7220220
- e. Private Day & Special Education Reviews

- a. School Case # 1019201704
- b. School Case # 1016419224
- c. School Case # 1017836149
- d. School Case # 1017641823
- e. School Case # 1017793869
- f. Therapeutic Foster Care Placements over \$6,500/mo
 - a. DSS Case # 8423976
- g. Case review for expenditures over \$7,000/mo.
 - a. DSS Case # 10876057
 - b. DSS Case # 10955141

IX. Return to Open Meeting:

X. CPMT returned to an open meeting at 9:06 AM, on a motion by Billie White. Rob Hiatt 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-CPMT Co-Chair
- ☐ Holly Johnson, CSU Supervisor, Alternate

Piedmont Community Services:

- ☒ Kelly Koebel, PCS – CPMT Chair
- ☐ Dana Dehart, PCS, Alternate
- ☐ Erin Motley, 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
- ☐ Brittany Sirkel, Alternate

Private Provider:

- ☒ Billie White, Progressive Health Systems

Parent Representative:

- ☐ VACANT

XI. Approve CSA Funding Requests

Megan Eanes motioned to approve CSA funding requests as presented. Billie White seconded the motion. Motion carried by unanimous vote. Funding approved.

XII. Adjournment:

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

Kelly Koebel called to adjourn the meeting at 9:12 AM. Megan Eanes made a motion to adjourn the meeting. Billie White seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Robin Turner, CSA Coordinator.