

Martinsville City
Community Policy and Management Team
Meeting Minutes

Thursday November 21, 2024—8:30 AM
Henry-Martinsville Department of Social Services

I. Call to Order:

Kelly Koebel, CPMT Chair, called the meeting to order at 8:33 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

☒ Brittany Sirkel

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 requested to amend the agenda under joint business to discuss the audit. Billie White motioned to approve the meeting agenda with amendments. Rob Hiatt seconded the motion. Motion carried by unanimous vote; agenda approved.

Consent Agenda:

a) October 24, 2024 Meeting Minutes

b) CSA Pool Reimbursement Report

- a. Kelly Koebel called for the approval of the consent agenda. Billie White 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, Brittany Sirkel
 - a. Monthly Expenditures for FY25 \$149,461.00
 - b. Year-to-Date Expenditures for FY25 \$450,298.53
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - b. FY25 Encumbered \$6,473.43 Balance \$11,526.55

VI. New Business:

- a. FAPT- Add Rachel Giles from Strategic Therapy as an Alternate.
 - a. Billie White motioned to approve the change. Cynthia Tarpley seconded the motion. Motion was carried by unanimous vote.
- b. CPMT-Add Edena Reese-Atmore as Primary Representative for the City of Martinsville.
 - a. Rob Hiatt motioned to approve the change. Billie White seconded the motion. Motion was carried by unanimous vote.
- c. CQI - The NET expenditures increased from 1.2 million in 2023 to 1.3 million in 2024. 78.9 % of our kids had only community-based services, which is less than 86.5% state percentage. Need to work on reducing the number of children we have in group home and residential placements for the upcoming year. We had discussed CANS behavioral and emotional needs and child's strengths domains and how both domains improved over the time of services.

VII. Joint New Business

- a. CPMT- Appoint Private Provider Alternate for Progressive Health Systems.
 - 1. Sarah Mullins- Operations Manager
 - Rob Hiatt motioned to approve alternate provider for Progressive Health. April Evans seconded the motion. Motion carried by unanimous vote.
- b. Approval of new Utilization Review form.
 - Rob Hiatt motioned to approve the new utilization review form. April Evans seconded the motion. Motion carried by unanimous vote.
- c. New Contract Approval
 - 1. Mundy Psychological Services
 - April Evans motioned to approve new contract with Mundy Psychological Services. Billie White seconded the motion. Motion carried by unanimous vote.
- d. Audit
 - 1. Henry-Martinsville will complete a self-assessment audit for fiscal year 2025.

- We will discuss audit time frame once a due date is provided by OCS.

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

Kelly Koebel called to go into closed session at 8:45 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; April Evans 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
- 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. School Case # 1018365739
- f. Therapeutic Foster Care Placements over \$6,500/mon.
 - a. No cases to review
- g. Case review for expenditures over \$7,000/mon.
 - a. DSS Case # 10955141
 - b. DSS Case # 08243978

IX. Return to Open Meeting:

X. CPMT returned to an open meeting at 8:55 AM, on a motion by Billie White. April Evans seconded the motion. 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

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Martinsville/Henry Co. Health Department

☐ Steve Bailey, Department of Health

☐ Verna Burnette, Alternate

Martinsville City Administration Office – Fiscal Agent

☒ Brittany Sirkel, Alternate

Private Provider:

☒ Billie White, Progressive Health Systems

Parent Representative:

☐ VACANT

XI. Approve CSA Funding Requests

Rob Hiatt motioned to approve CSA funding requests as presented. April Evans seconded the motion. Motion carried by unanimous vote. Funding approved.

XII. Adjournment:

Next meeting is scheduled for **Thursday December 19, 2024, at 9:00 AM, at Henry-Martinsville Department of Social Services in the auditorium.**

Kelly Koebel called to adjourn the meeting at 9:09 AM. Brittany Sirkel made a motion to adjourn the meeting. Billie White seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Casey Rotenberry, Human Services Assistant III