

Martinsville City
Community Policy and Management Team

Meeting Minutes

Thursday December 19, 2024—8:30 AM

Henry-Martinsville Department of Social Services

I. Call to Order:

Rob Hiatt, CPMT Co-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-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

☐ Edena Reese-Atmore, Administration

☒ Brittany Sirkel, Alternate

Private Provider:

☒ Billie White, Progressive Health Systems

☒ Sara Mullins, Private Provider Alternate

Parent Representative:

☐ VACANT

III. Public Comment

IV. Approval of Agenda:

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

Consent Agenda:

a) November 21, 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. Brittany Sirkel 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 \$64,223.32
 - b. Year-to-Date Expenditures for FY25 \$514,521.85
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - b. FY25 Encumbered \$7,423.45 Balance \$10,576.55

VI. New Business:

VII. Joint New Business:

- a. FY25 Audit Time Period
 - 1. The CPMT discussed the time frame for the self-assessment audit which is due to OCS by February 15, 2025. Robin Turner, CSA Coordinator requested to audit the time period July 1, 2023, through June 30, 2024 to cover FY24. April Evans motioned to approve. Billie White seconded. Motion was carried by unanimous vote.
- b. HFW Project Attendees
 - 1. Initial meeting is scheduled for March 20, 2025. This will be an information gathering meeting. CPMT discussed inviting all FAPT and CPMT members along with contracted providers in our community who provide High Fidelity Wraparound services.

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

Rob Hiatt 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; Brittany Sirkel 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 # 1017793869
 - e. 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. No cases to review

IX. Return to Open Meeting:

X. CPMT returned to an open meeting at 8:40 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
- ☐ Karen Adams, Alternate

Martinsville/Henry Co. Health Department

- ☒ Steve Bailey, Department of Health
- ☐ Verna Burnette, Alternate

Martinsville City Administration Office – Fiscal Agent

- ☐ Edena Reese-Atmore, Administration
- ☒ Brittany Sirkel, Alternate

Private Provider:

- ☒ Billie White, Progressive Health Systems
- ☐ Sara Mullins, Private Provider Alternate

Parent Representative:

- ☐ VACANT

XI. Approve CSA Funding Requests

Billie White 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 January 30, 2025 at 8:30 AM, at Henry-Martinsville Department of Social Services in the auditorium.**

Rob Hiatt called to adjourn the meeting at 9:07 AM. Billie White made a motion to adjourn the meeting. Brittany Sirkel seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Casey Rotenberry, Human Services Assistant III