

Martinsville City
Community Policy and Management Team
Meeting Minutes

Thursday December 28, 2023—8:30 AM
Henry-Martinsville Department of Social Services

I. Call to Order:

Kelly Koebel, CPMT Chair, called the meeting to order at 8:35 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
- ☐ Dana Dehart, 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:

- ☒ Billie White, Progressive Health Systems

Parent Representative:

- ☐ VACANT

III. Public Comment

IV. Approval of Agenda:

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

Consent Agenda:

- a) November 30, 2023, Meeting Minutes
- b) CSA Pool Reimbursement Report

Kelly Koebel called for the approval of the consent agenda. Karen Adams motioned to approve the meeting agenda. Megan Eanes 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 \$91,383.75
 - b. Year-to-Date Expenditures for FY24 \$471,740.76
- b. Promoting Safe and Stable Families – 866 Report, by Robin Turner
 - a. \$14,198.24 Encumbered, \$3,801.76 Balance

VI. New Business:

VII. Joint New Business

- a. PSSF Five-Year Plan
 - a. Plan was reviewed. April Evans made a motion to approve submission of the PSSF Five Year Plan as presented. Billie White seconded the motion. Motion carried by unanimous vote.
- b. 2024 CSA Calendar
 - a. April Evans motioned to approve the 2024 CSA Calendar. Billie White seconded the motion. Motion carried by unanimous vote.
- c. SEC Policy Revisions
 - 1. Policy 2.4, 3.4, and 4.2
 - a. Revisions to policy were discussed and noted that the public comment period ends February 16, 2024
- d. General Assembly FY23 Progress Report on CSA
 - 1. Report reviewed Observations noted of increased cost. For our locality the SPED and Foster Care cost outweigh others.
- e. Continued need for Private Providers and Parent Representatives
 - 1. CPMT has filled the vacant private provider positions on CPMT. The Henry County CPMT Parent Representative position has been filled. Martinsville's FAPT and CPMT Parent Representative position remains vacant. Martinsville's Primary FAPT Private Provider is still vacant. Alternates are trying to participate to fill the void as much as possible. Social media posts have been made. Henry County's FAPT Parent Representative remains vacant. The vacancies have been posted on the county and city websites. The CSA office has asked if anyone has any recommendations. Martinsville City Schools has shared flyers about the vacancy. Henry County schools will not distribute the flyer unless a Spanish flyer is provided. CSA has not located anyone to translate the flyer into Spanish.

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.

- Billie White motioned to go into closed session; Karen Adams 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 # 7220220
 - b. CSU Case # 684036
- e. Case review for expenditures over \$5,000.00/mo.
 - a. School Case # 1016419224
 - b. School Case # 1017641823
 - c. DSS Case # 10876057
 - d. DSS Case # 10978720
 - e. DSS Case # 8243976

IX. Return to Open Meeting:

- X.** CPMT returned to an open meeting at 8:45 AM, on a motion by April Evans. Billie White 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
- ☐ Dana Dehart, PCS, Alternate

Henry/Martinsville Dept. of Social Services

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

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☐ Crystal Ferguson, Alternate
Private Provider:
☒ Billie White, Progressive Health Systems
Parent Representative:
☐ VACANT

XI. Approve CSA Funding Requests

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

XII. Adjournment:

Next meeting is scheduled for **Thursday January 25, 2024, at 8:30 AM, at Henry-Martinsville Department of Social Services in the auditorium.**

Kelly Koebel called to adjourn the meeting at 9:30 AM. Billie White made a motion to adjourn the meeting. Megan Eanes seconded the motion. Motion carried by unanimous vote.

CPMT minutes submitted by Robin Turner, CSA Coordinator.