

FREDERICK COUNTY CPMT AGENDA

May 20, 2019
1:00 PM
107 N Kent St
Winchester, VA
1st Floor Conference Room

Agenda

- I. Introductions
- II. Adoption of Agenda
- III. Consent Agenda
 - A. Approve April Minutes
 - B. Approve Budget Request Forms
- IV. Executive Session
 - A. Secure transport for youth
- V. Committee Member Announcements
 - A. As Needed
- VI. CSA Report Jackie Jury
 - A. Financial Report
 - B. CSA Updates
 1. SpEd Wrap Allocation
 2. HFW ICC Expansion Grant Update
- VII. Old Business Jackie Jury
 - A. Strategic Plan Update
 1. UM/UR
 2. Measure Program and Quality Service
 3. CSA Website
 - B. Contract Renewal Letter
 - C. Contract Rate Increase Cap/Private Day School Cap
- VIII. New Business Jackie Jury
 - A. Discussion Topics
 1. No Case Manager available to bring to FAPT
 2. Can FAPT deny access
 3. NonMandated fund survey
 4. Regional Vendor Fair
 - B. Family First Prevention Services Act Implementation Update
- IX. Review Assigned Tasks
- X. Next Meetings
 - A. CPMT June 24, 1st Floor Conference Room- See Memo for future dates
 - B. Joint FAPT/CPMT Meeting, TBD 1-2pm, 2nd Floor Public Works Conference Rm
- XI. Adjourn

****Instructions for Closed Session:**

- Motion to convene in Executive Session pursuant to 2.2-3711(A)(4) and (15), and in accordance with the provisions of 2.2-5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the Family Assessment and Planning Team and the Child & Family Team Meeting process, and whose case is being assessed by this team or reviewed by the Community Management and Policy Team
- Motion to return to open session-
- Motion that the Frederick County CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public

business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.

- Roll Call Affirmation
- Motion to Approve cases discussed in Executive Session

CPMT Meeting Minutes: Monday April 22, 2019

The Community Policy and Management Team (CPMT) Committee met on April 22nd, 2019 at 1:00 pm in the first-floor conference room at Frederick County Government Offices Administration Building, 107 North Kent Street, Winchester, VA 22601.

The following members were present:

- Jay Tibbs, Frederick County Government
- Tamara Green, Frederick County DSS
- Dana Bowman, Children Service of Virginia
- Peter Roussos, Court Services Unit
- Dr. Colin M. Greene, Lord Fairfax District Health Department

The following members were not present:

- Mark Gleason, Northwestern Community Services Board
- Michele Sandy, Frederick County Public Schools
- Dawn Robbins, Parent Representative

The following non-members were present:

- Brittany Arnold, CSA Account Specialist

Call to Order: Jay Tibbs called the meeting to order at 1:05 pm.

Adoption of March Agenda: Peter Roussos made a motion to adopt the March agenda, Tami Green seconded; CPMT approved.

Consent Agenda: The following items were put in the Consent Agenda for CPMT's approval:

- March 25th CPMT Minutes
- Budget Request Forms – Confidential Under HIPAA

Adoption of March Minutes: Peter Roussos made a motion to approve the March minutes; Tami Green seconded; the CPMT approved.

Adoption of Budget Request Forms: Tami Green made a motion to approve the Budget Request Forms; Peter Roussos seconded; the CPMT approved.

Committee Member Announcements: Peter Roussos announced to the team that an Achievement Center for both Winchester City and Frederick County has made steps in the right direction and is currently working at a decent pace to open in the future.

CSA Report: Tabled for the May 20th Meeting

Office Updates: N/A

Old Business:

- Private Day School Rates- Brittany created an overview of 2015-2019 contracted rates of our most utilized private day schools. CPMT will be discussing in May how to handle any requests for an increase over 2%.

New Business:

- Contract Renewal Letter- The CSA Coordinator issued a contract letter to the team, that will be sent out to providers to renew contracts for FY20.
 - CPMT discussed changing the language in the letter to emphasize the importance of timely and complete reports.
 - § Several members shared concerns of properly assessing a family's or child's need with inadequate reports.
 - § They also discussed language to hold providers accountable.
 - The team agreed to table the contract letter to May' meeting.

Review Assigned Tasks:

- The CSA Coordinator will present the FY20 contract letter and discuss the concerns of the CPMT before moving forward.

Next Meeting: The next CPMT meeting is Monday, May 20th at 1:00 p.m. in the First Floor Conference Room in the Frederick County Government Offices Administration Building.

Adjournment: Dr. Colin Greene made a motion to adjourn; Tami Green seconded; the CPMT approved. The meeting was adjourned at 1:24pm.

Minutes Completed By: Brittany Arnold



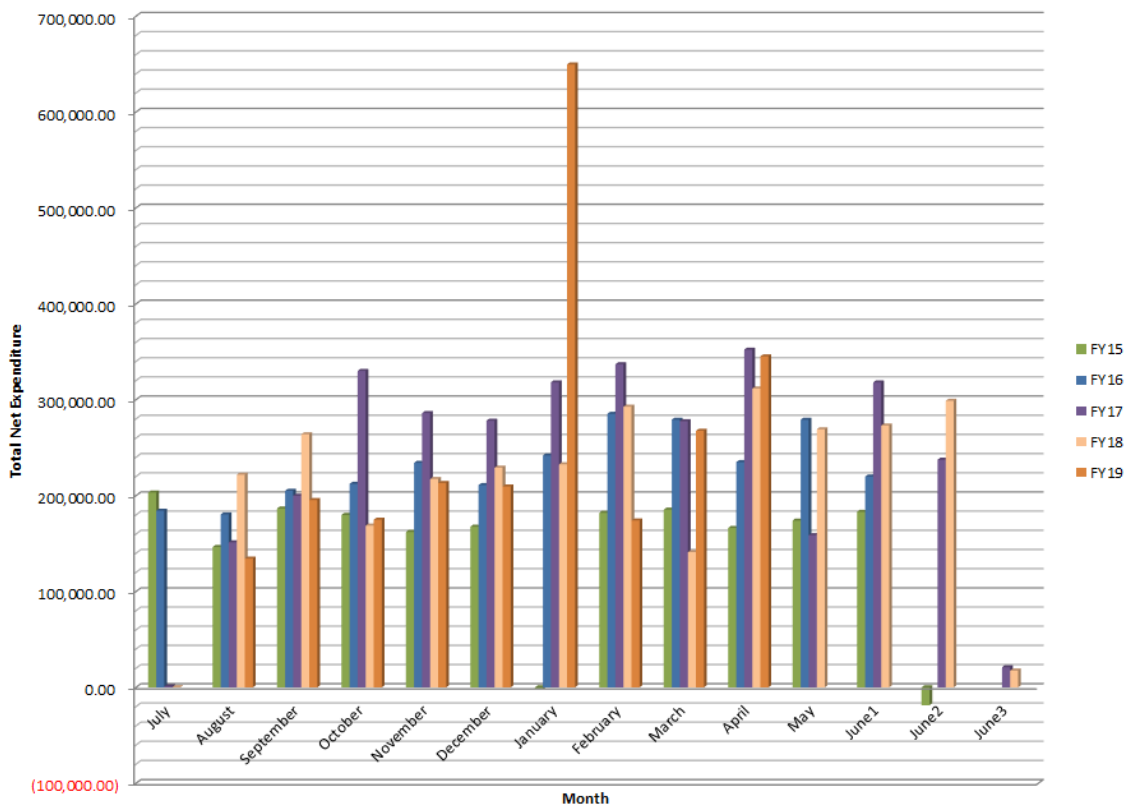
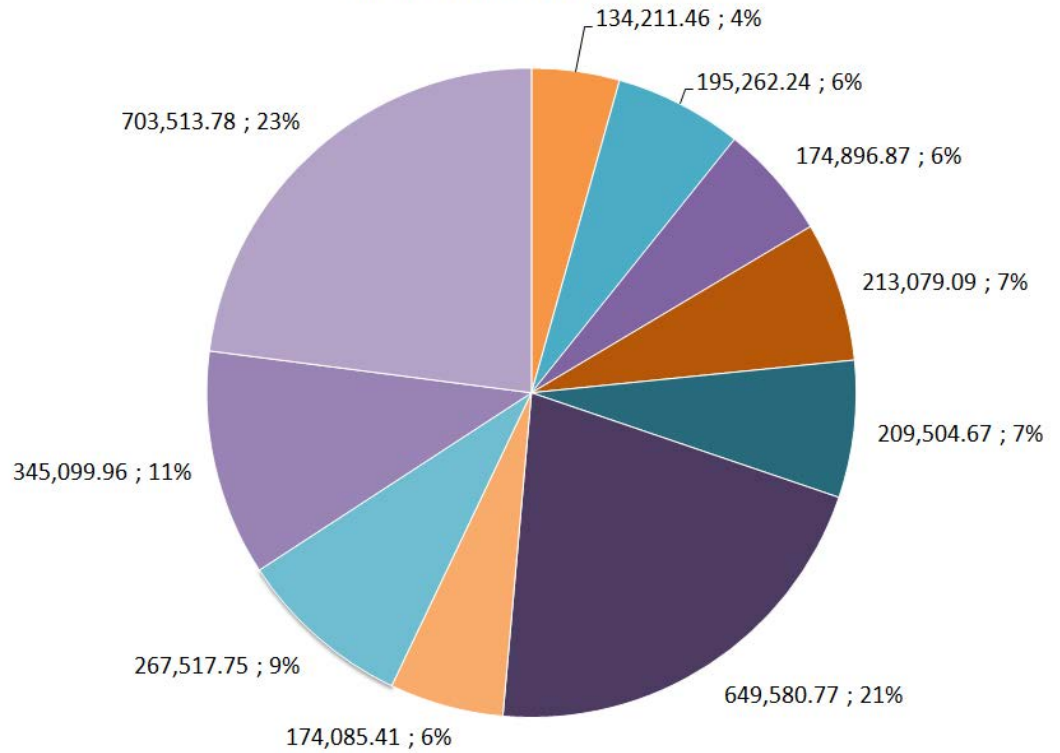
Frederick County CSA Update: April 2019

Financial Report
of Reports Submitted: 9

YTD Total Net Spent:
\$2,363,238.22

YTD Local Net:
\$924,839.88

% Used of Total Allocation



Actual Balances as of 5/17/19:

Total w/o Wrap:
\$626,069.86

Non-Mandated:
\$18,679.70

Add't Wrap:
\$20,000.00

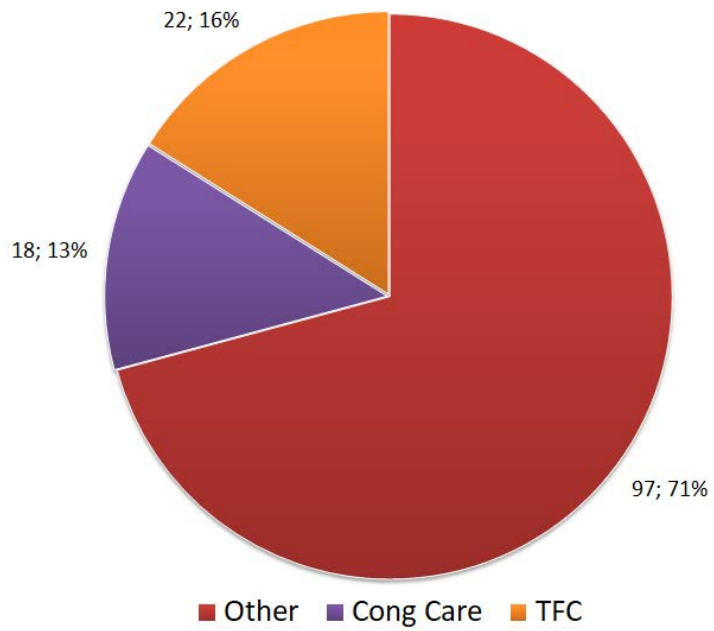
SpEd Wrap:
\$20,132.50

CSA Updates:

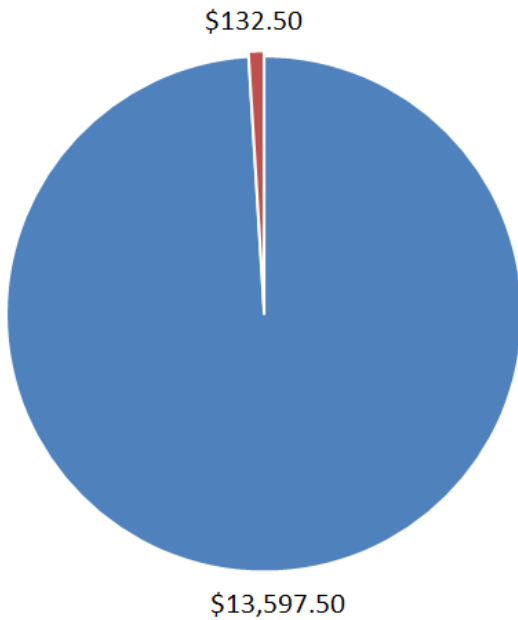
*HFW Wrap ICC
Expansion Grant Year 3*

- 21 of 25 Referrals
- 16 from Frederick County (2 could not be counted)

Placement Environment



SpEd Wrap Used

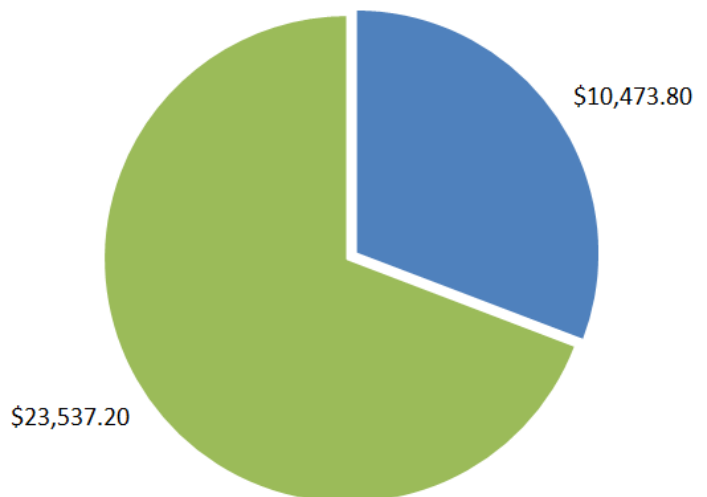


Unduplicated Child
Count Served to Date:
137

Youth in Congregate Care
to Date: 18

Youth in TFC to Date: 22

NonMandated Used



SpEd Wrap
Encumbered:
\$72,349.50

NonMandated
Encumbered:
\$6,920.00



SPED - WRAP Funds Requests

Name of Preparer or requester :

Date Requested:

FIPS:

REQUEST IS FOR FISCAL YEAR: 2019

			Actual FY19 Expenditures (b)	Projected Additional FY19 Expenditures (c)	Total Actual Projected FY19 Expenditures (b + c = d)
2h.	Wrap-Around Services for Students With Disabilities		\$ 13,730.00	\$ 20,000.00	\$ 33,730.00

In column (b) input current SPED - WRAP expenditures
 In column (c) input the projected SPED - WRAP expenditures
 In column (d) calculated (the sum total of the amount of SPED-WRAP needed)

Short Description of Services to be supported by SPED-WRAP funds:

We are currently utilizing the funding for 3 clients. One of these youth has a history of acute hospitalization and residential treatment, but is currently being served in the home with community based services and private day school. He does exhibit significant behaviors in the home and at school, which are related to his IEP disability. We have put significant services in place in the home to prevent an additional out of home placement.

CPMT Chair Approval:

Fiscal Agent Approval:

Note:

- The total above is inclusive of the State shared cost and Locality required match.
- The required match is at the Locality's base rate.

Scan a signed copy and email it to maris.adcock@csa.virginia.gov



Frederick County, Virginia

Children's Services Act
107 North Kent Street, 2nd Floor
Winchester, VA 22601
Office: (540) 722-8395
FAX: (540) 678-0682

April 25, 2019

Dear Vendor,

The Frederick County Community Policy and Management Team (CPMT) is beginning the contract renewal process with its network of providers for services to at-risk youth and families funded through the Children's Services Act (CSA). As you are aware, the FY19 Agreement for Purchase of Services has an annual renewal option until it expires on June 30, 2021. It is Frederick County's desire to utilize the renewal option to continue working in collaboration with its current providers through the upcoming fiscal year (FY20).

Frederick County greatly appreciates your efforts to contain costs while still providing valuable services to the youth and families of this community. While economic news continues to be positive and our community continues to grow, budgetary constraints at the state and local CPMT levels persist. The Frederick County CPMT requests that you consider these difficulties when establishing your service rates for FY20. Any vendor who increases their rates must submit justification for the increase along with their FY20 rate sheet.

Fiscal year 2020 also brings changes in state regulations. As many of you already know, beginning July 1, 2019, rates paid by localities to providers of private day special education services under the Children's Services Act shall not increase more than two percent (2%) above the rates paid in fiscal year 2019. Private Day schools who submit rates more than 2% over the contracted FY19 rate will be reviewed by CPMT and a decision will be made whether to renew the contract or not.

Approved contract renewals shall include the signed Contract Renewal Agreement, FY19 Agreement for Purchase of Services, Addenda, Contract Amendments, FY20 Rate Sheet, and Rate Justification (if increased from FY19). The renewal period will be from July 1, 2019-June 30, 2020. If no increase in rates is being requested, your contract will automatically be renewed once all documentation is received by the CSA office.

In order guarantee purchase orders are issued for services continuing beyond July 1, 2019 and to avoid any breaks in service, please sign below and *return this letter along with a FY20 Rate Sheet, current license, and Certificate of Insurance* by May 15, 2019. If a rate increase is requested, please provide a justification for the request. Once reviewed by CPMT, you will receive a confirmation of renewal or denial of your service contract. I encourage you to scan and email these documents to expedite this process.

Thank you for your agency's efforts on behalf of Frederick County's at-risk youth and families. If you have any questions regarding the contracting process, please do not hesitate to contact Brittany Arnold, CSA Account Specialist at (540) 722-8394 or barnold@fcva.us. Questions regarding the contract itself should be directed to Jackie Jury, CSA Coordinator at (540) 722-8395 or jjury@fcva.us.

Sincerely,

Jay Tibbs
Frederick County CPMT Chair

*By signing below, I agree to renew the terms of the FY19 APOS, Addenda, & Amendments for the FY20 period July 1, 2019-June 30, 2020.

Agency Name

Phone Number

Signature of Authorized Agent

Printed Name

Date

Summary from April 23 Meeting re: Integration of Local CSA Process with Family First Prevention Service Act Evidence-Based Prevention Services

Take Aways

There was general consensus that:

- There is great value in the system of care/multi-disciplinary processes provided for through the FAPT/CPMT processes. This includes the variety of perspectives, knowledge of the child and family in different systems, knowledge of behavioral health issues and treatments (especially important given that two of the three FFPSA service “buckets” are mental health and substance abuse programs), opportunity for formal case reviews.
 - This value is not fully realized appreciated in all localities.
- Many children who will be eligible for the FFPSA prevention services will also need/benefit from CSA funded services and these children will come through the FAPT process even if they are also receiving FFPSA prevention services
- Localities have different practices with regard to handling cases that are not presented for consideration of CSA funding (e.g., hear them all anyway and may utilize non-CSA funds (braided funding), don't consider any cases at FAPT that aren't seeking CSA funding, a “discussion only” referral to FAPT for cases not seeking CSA funding
- Localities have different capabilities/practices for “fast-tracking” cases through emergency funding policies
- It is unclear how many children will be identified/referred for FFPSA prevention services
- It is likely that the “strict” EBP criteria for FFPSA will not be an “exact” match for the needs of many children and families
- A standardized process for referring all FFPSA prevention cases to the FAPT is not likely to be well received or successful but suggestions for some standardization (e.g., a Foster Care Prevention Plan) would be welcomed.
- Several models for integration of CSA and FFPSA processes might be outlined that would provide localities some guidance as to how they might approach this new program (FFPSA)

Clarified that the actual Title IV-E funds for FFPSA prevention services will be handled by VDSS/LDSS and not through the CSA process. This has implications including:

- These funds will be processed through the DSS Laser System
- These funds will not be subject to audit by CSA, but rather by VDSS
- These funds will not need to go into the CSA LEDRS system for reimbursement/tracking
- Unless otherwise agreed to locally, the fiscal processes (e.g., issuing purchase orders, receiving and processing invoices) would fall to the local DSS.

Clarified that determination of eligibility for FFPSA prevention services will be made by the LDSS based on already determined definitions.

As time goes on, we will want to discuss/determine which foster care prevention services should continue/not continue to be funded by CSA in light of what is available through the ongoing implementation of the FFPSA evidence-based continuum of services.

Plan for Next Meeting

Participants are asked to brainstorm and come prepared to discuss options for integration of CSA and FFPSA prevention services at three broad levels:

- High Integration
- Moderate Integration
- Low Integration

Specific practices decision points to be considered within each model include (but are not limited to):

- Referral processes (Referral Form for FFPSA standardized at state level)?
- CANS requirements
- Time frames for FAPT action and allowances for LDSS to initiate services prior to FAPT?
- Standardized FFPSA FC Prevention Services Plan meeting VDSS and CSA requirements
- What will FAPT's role be: consultative? Decision making re: appropriate services? Something else?
- How to handle cases that are receiving both FFPSA and CSA funded services?
- CPMT role and requirements (information only for review? and discussion vs. authorization? or something else?)
- Data elements – what is needed and where and by whom will it be collected
- Case review practices – review of progress / utilization review (frequency?)
- What is the potential use of alternative Multi-disciplinary teams for FC prevention cases
- Local policy development – What policies will be needed?