

# MINUTES

## Hanover County CPMT

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*Date | time* 6/28/2018 12:30 PM | *Meeting called to order by* Jim Taylor

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### In Attendance

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Jim Taylor | Tamara Temoney | Ivy Sager | Rachelle Snyder | Cynthia Kirschner

Diane Brown | Joanna Frank | Jackie Manzer | Julie Dubee

Bernie Jordan attended the meeting.

Jim Taylor chaired the meeting according to the agenda order.

### Approval of Minutes

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The minutes from June 14, 2018 were approved, with one typo correction.

### Fiscal Report

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There was no fiscal report but Jackie Manzer reported working on the supplemental request.

### Administrative

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Hanover CPMT continued the discussion regarding increasing the rate for care coordination. Additional calculations were shared with CPMT that showed the average hourly rate based on client time. That time did not include compensation for PTO, holidays and training. Julie Dubee reiterated the importance of documenting the rationale behind the change for audit purposes, as the cost of care coordination services was an issue in a past audit. CPMT also discussed that many vendors raise their rates 2-3% per year, and the CSB has not raised their rates in some time. In addition, when other vendors raise their rates, there may be some negotiating but each rate increase is not formally approved by CPMT. It was decided the rates were most appropriately negotiated through the existing Memorandum of Understanding, which is signed by Ivy Sager and Sheila Crossen-Powell. As a result, Ivy and Sheila will negotiate a reasonable rate, with the new rates to go into effect September 1, 2018.

CPMT then had a discussion regarding the best way to continue with the development of the utilization management plan since the CPMT and FAPT retreat. Claiborne Mason asked about Hanover CPMT's guiding principles. Julie Dubee explained that Hanover CPMT adopted the Virginia Children's Services Practice Model as the guiding principles, and would share a copy with CPMT. In order to further develop the Utilization Management goals that were developed at the retreat, a Utilization Management subcommittee will be formed and comprised of both CPMT and FAPT members. Jim Taylor, Claiborne Mason, Julie Dubee and Joanna Frank volunteered to serve on the committee. Julie Dubee will seek additional membership from FAPT.

### Closed Session\*

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Upon a motion by Claiborne Mason, and seconded by Tamara Temoney, CPMT went into Closed Session for consideration of funding requests on behalf of services for particular children and/or families.

The discussion was broken up into FY18 and FY19 approvals.

For FY18, Julie Dubee shared that CASE #2654 entered foster care due to a relief of custody by the adoptive parents. Julie Dubee also highlighted CASE #2689, a sibling of a current FAPT case, and CASE #2690, who was approved by FAPT for residential treatment. However, the family and case manager are having a difficult time locating an appropriate placement.

For FY19, Joanna Frank asked about the varying costs of private day placements, even among the same vendor. Julie Dubee explained that one vendor may offer different programs that serve different populations. Often times, the educational programs for students with autism are more expensive.

Upon a motion by Claiborne Mason and seconded by Rachelle Snyder the meeting was reconvened.

Upon a motion by Claiborne Mason and second by Diane Brown, the closed session was certified, only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act; only such public business matters as were identified in the motion for Closed Session were discussed. All members voted Aye in agreement and certified the closed session.

Claiborne Mason made a motion to approve the funding requests per FAPT recommendations. The motion was seconded by Diane Brown. All CPMT members voted to approve the funding requests as presented. Claiborne Mason abstained from voting on CASES #2451, #2576, and #2528.

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## Announcements

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Julie Dubee announced that the Office of Children's Services released new online CPMT trainings that would be shared with CPMT.

Jim Taylor announced that the Hanover Tomato Festival will be taking place on July 14, 2018.

Next Meeting: **Date | time:** 19 July 2018 at 12:30 pm | **Location:** Community Resources

Jim Taylor Adjourned the meeting at 1:26 PM on June 28, 2018.

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*\*Virginia code section 2.2-5210 Proceedings held 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 whose case is being assessed by this team or reviewed by the community policy and management team shall be confidential and not open to the public, unless the child and family who are the subjects of the proceeding request, in writing, that it be open. All information about specific children and families obtained by the team members in the discharge of their responsibilities to the team shall be confidential.*

*\*\*VA Code section § 2.2-5206. 3. Establish policies to assess the ability of parents or legal guardians to contribute financially to the cost of services to be provided and, when not specifically prohibited by federal or state law or regulation, provide for appropriate parental or legal guardian financial contribution, utilizing a standard sliding fee scale based upon ability to pay; 9. Authorize and monitor the expenditure of funds by each family assessment and planning team or a collaborative, multidisciplinary team process approved by the Council;*