

TO: Members of the Stafford County Community Policy and Management Team

FROM: Donna Krauss
Assistant to the County Administrator
For Human Services

DATE: April 4, 2013

RE: Minutes from the March 18, 2013 meeting
Notice of the April 15, 2013 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4622.

Our next meeting is scheduled for April 15, 2013 at 2:00 p.m. in the ABC Conference Room.

Thank you.

**County of Stafford Community Policy and Management Team
ABC Conference Room- Stafford County Government Center
Minutes March 18, 2013- 2:00 pm**

Call to order- The meeting of the Stafford CPMT was called to order at 2:00 pm.

- Present were: Mr. William Tignor (parent representative), Mr. Michael Muse (Stafford DSS), Ms. Debe Fults (disAbility Resource Center), Mr. Vince Butaitis (CSU), Mr. Ronald Branscome (RACSB-Chairman), Ms. Susan Clark (Stafford County Public Schools), and Mr. Robert Thomas (Board of Supervisors)
 - Others: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Ms. Stephanie Beamer (Coordinator for Human Services), and Mr. Anthony Romanello (CSA fiscal Agent).
 - Absent: Ms. Jean Johnson (Health Department)
1. Approval of the Minutes- Minutes of the February 25, 2013 CPMT meeting were reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. The secretary was authorized to sign. 7 yes 0 no vote
 2. Public Comment – No requests for public comment
 3. Closed Meeting- No case presentation for closed meeting
 4. Action on funding requests- No requests needing action
 5. CSA Program financial report/ Ms. Donna Krauss
 6. Supplemental Foster Care Expenditures and Notification of Payments-
 - Mr. Michael Muse presented the foster care expenditures and payment notifications for February 2013. A motion was made to approve the expenditures and notification of payments, seconded, and approved. 7 yes 0 no vote
 7. CPMT old business-
 - Ms. Donna Krauss provided members with specific items identified within the Governance section of the OCS audit self-assessment for CPMT member input. Members were asked to develop a sub-committee to provide Human Services staff with direction in completing the requirements for this section. Mr. Tignor, Mr. Muse, and Mr. Thomas agreed to participate in the sub-committee.
 8. CPMT new business-
 - Ms. Stephanie Beamer presented the revised Parental Financial Contribution Policy. The request for the Team was to approve the revised policy. A motion was made to approve the request with

the addition of including a CPI clause to the policy which will increase the payment scales each year, seconded, and approved. 7 yes 0 no vote

- Ms. Donna Krauss presented a notification from the state OCS providing an opportunity for localities to request additional funds for the Students with Disabilities funding category. Based on review and analysis of usage for this category staff recommended requesting an additional \$20,000. A motion was made to approve the request for the reallocation of funds, seconded, and approved. 7 yes 0 no vote

9. Other business-

- No other business.

10. Adjournment- As there was no other business the Team agreed to meet on April 15, 2013.

Ms. Donna S. Krauss Date
Assistant to the County Administrator
For Human Services

Mr. Michael Muse Date
Secretary