

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

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

DATE: September 15, 2014

RE: Minutes from the August 18, 2014 meeting  
Notice of the October 20, 2014 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 October 20, 2014 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 August 18, 2014- 2:00 pm**

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

- Present were Mr. Bill Tignor (parent representative), Mr. Ronald Branscome (RACSB- Chairman), , Mr. Vincent Butaitis (Department of Juvenile Justice), Ms. Jean Johnson (Health Department), Ms. Laura Sellers (Stafford County Board of Supervisors), and Mr. Michael Muse (Stafford DSS),
- Others: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Mr. Anthony Romanello (County Administrator and CSA Fiscal Agent), Ms. Stephanie Beamer (Coordinator for Human Services), and Mr. Ronald Lynch (CSU Supervisor)
- Absent: Ms. Debe Fults (disAbility Resource Center), Ms. Sue Clark (Stafford County Public Schools)

1. Approval of the Minutes- The minutes of the June 16, 2014 meeting were reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. 6 yes 0 no vote
2. Public Comment – No requests for public comment
3. Closed Meeting- The Chairman called for a motion to convene in closed meeting pursuant to Virginia Code §2.2-3711 A (15) to discuss medical records excluded from 2.2-3711 pursuant to subdivision of 1 of 2.2-3705.5. A motion was made to convene in closed session, motion seconded, and approved.
  - Case 1: co-payment arrears presentation
  - Case 2: co-payment arrears presentation
  - Case 3 :co-payment arrears presentation
  - Case 4: co-payment arrears presentation
  - Case 5: co-payment arrears presentation
  - Case 6: co-payment arrears presentation
  - Case 7: co-payment arrears presentation
  - Case 8: co-payment arrears presentation

Certification of Closed Meeting, a call for certification from all members that, to the best of their knowledge, the CPMT discussed only matters lawfully exempted from statutory open meeting requirements; and only public business matters identified in the motion to convene the closed meeting. Roll call vote 6 ayes

4. Action on closed session cases-
  - Cases # 2, 4, 7, 8: motion made to write off these past-due accounts, seconded and approved. 6 yes 0 no vote
  - Case # 1: motion made to waive past-due account seconded, and approved. 6 yes 0 no vote
  - Case # 3, 5, 6: motion made to postpone decision until further Human Services staff recommendation on collecting bad debt can be provided to CPMT members, seconded, and approved. 6 yes 0 no
5. CSA Program Financial Update / Ms. Donna Krauss and Ms. Stephanie Beamer

6. Supplemental Foster Care Expenditures and Notification of Payments to CPMT-
  - Mr. Michael Muse presented the expenditures and payment notifications for June 2014. A motion was made to approve the expenditures and notification of payments, seconded, and approved. 6 yes 0 no vote
7. CPMT old business-
  - No old business
8. CPMT new business-
  - No new business
9. Other business-
  - No other business
10. Adjournment- As there was no other business the Team agreed to meet on September 15, 2014.

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

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Mr. Michael Muse Date  
Secretary