



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

FROM: Stephanie Ball  
Human Services Manager

DATE: November 14, 2019

RE: Minutes from the September 16, 2019 meeting  
Notice of the November 18, 2019 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4619.

Our next meeting is scheduled for Monday, November 18, 2019 at 3:30 p.m. in the ABC Conference Room.

Thank you.

**County of Stafford/Community Policy and Management Team  
September 16, 2019 Meeting Minutes  
Activities Room- Stafford County Government Center**

Call to order- The meeting was called to order at 3:29 PM.

✓	Ms. Jane Yaun/RACSB- Chairman	✓	Ms. Donna Krauss – HSO
✓	Mr. William Tignor/ Parent Rep- Vice Chairman	✓	Ms. Stephanie Ball- HSO
✓	Mr. Michael Muse/Social Services- Secretary	✓	Mr. Ronald Lynch-Court Services Unit Substitute
	Ms. Meg Bohmke/ Board of Supervisors		
	Mr. Vincent Butaitis- Court Services Unit		
✓	Ms. Crystal Gouldman- Health Department		
✓	Mr. George Hummer -Schools		
✓	Ms. JoEllen Armstrong- Private Provider	✓	Present during meeting

1. Approval of the Minutes- The minutes to the July 15, 2019 meeting were reviewed by the CPMT members. Minutes were approved 5 yes, 0 no vote.

2. Public Comment – No requests for public comment

3. Closed Session- Chairman called for approval 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. Motion made to convene in closed session, seconded, and approved. 5 yes 0 no vote.

- Case Presentation # 1: Request for funding for residential treatment not covered by Medicaid.
- Case Presentation # 2: Request for full Team approval of funding for a Therapeutic Foster Home Placement for a foster care youth not eligible to receive Medicaid; funding previously approved by emergency approval process.

4. 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: 7 ayes.

- Action- Case Presentation # 1: Motion to approve funding for 6 months, seconded, and approved. 7 yes, 0 no vote.

- Action- Case Presentation # 2: Motion to approve funding, seconded, and approved. 7 yes, 0 no vote.

5. Staff Updates-

- Financial update of the CSA Program.

6. Supplemental Foster Care Expenditures and Notification of Payments to CPMT-

- Mr. Michael Muse presented the Supplemental Foster Care Expenditures and Payment Notifications for July 2019. A motion was made to approve the expenditures and notifications, seconded, and approved. 7 yes, 0 no vote.

7. CPMT Old Business-

- None

8. CPMT New Business-

- Team was provided with power point slides for Continuous Quality Improvement (CQI) training for CPMT's. The training provides members with a framework to help with long-range planning. The Team meets once a year for long-range planning. Staff will be working to incorporate CQI into the CSA program training plan.
- Team was provided with data compiled by the state office of Children's Services detailing Stafford County program data including, expenditures, demographics and how the numbers compare to the statewide numbers. This is designed to help with developing long-range planning goals.
- Team was given a verbal update regarding case manager and FAPT member trainings. HSO staff is developing a new training plan for all agencies and is currently working on the training calendar for the up-coming year. Staff will provide updates on the training in a future meeting.

As there was no other business the Team agreed to meet on October 14, 2019 at 3:30 p.m. in the ABC Conference Room. The meeting was adjourned at 4:21 p.m.

---

Ms. Donna S. Krauss  
Director Community Engagement/Human Services

Date

---

Mr. Michael Muse  
Secretary

Date