

At a regular meeting of the Orange County Community Policy and Management Team (CPMT) held on Tuesday, September 27, 2022, beginning at 9:00 a.m., at 146 Madison Road Orange, VA 22960. Present: Christa Galleo, Taisha Chavez, Letitia Douthit, Crystal Hale, Alisha Vines, Dr. L. Trice Gravatte, Susan Aylor, and Amy Mink. Also present: N/A

Mrs. Hale called the meeting to order at 9:03 a.m.

RE: PUBLIC APPEARANCES  
No public appearances scheduled

RE: READING AND APPROVAL OF PREVIOUS MINUTES

RE: JUNE 28, 2022

A motion was made to approve the June minutes by Ms. Chavez, seconded by Mrs. Vines, all were in favor.

RE: JULY 26, 2022

A motion was made to approve the July minutes by Ms. Chavez, seconded by Ms. Mink, all were in favor except Mrs. Hale who abstained.

RE: AUGUST 23, 2022

A motion was made to approve the August minutes by Ms. Chavez, seconded by Ms. Mink, all were in favor.

RE: NEW BUSINESS

RE: CLOSED SESSION

Ms. Mink moved at 9:05 a.m. that we enter closed session pursuant to Virginia Code Section 2.1-344, all were in favor.

Ms. Mink made a motion to exit closed session at 9:22 a.m., all were in favor.

RE: FUNDING FOR AGENDA CASES

Mrs. Aylor made a motion to approve all funding for the cases that were discussed and approved during closed session at 9:22 a.m., seconded by Dr. Gravatte, all were in favor.

RE: UNFINISHED BUSINESS

RE: UPDATE ON SEARCH FOR AT LEAST ONE PRIVATE PROVIDER AND PARENT REPRESENTATIVE FOR FAPT

Mrs. Vines stated that there had been no applications to date. She encouraged everyone to send prospective candidates to our office.

RE: EMERGENCY APPROVAL PROCESS

Robin Breckinridge joined CPMT for a discussion on the Emergency Services Policy (Policy C6). A discussion followed on the logistics of the paperwork due dates. After the discussion was held, Mrs. Hale made a motion to change the due date of Emergency Paperwork within 14 days of the request being made, seconded by Mrs. Aylor. This motion will allow the change to lay on the table for consideration a approval vote at the October CPMT meeting.

RE: REPORT OF AGENCIES

RE: CSA COORDINATOR

Mrs. Douthit was not present at the time of reports due to another meeting.

RE: GOVERNMENT REPRESENTATIVE

Mrs. Vines stated the Office on Youth had two new employees starting the following Monday. Additionally, there were some staff structure changes within the childcare programs, adding a full-time supervisor to be split between the west end programs. Lastly, the office is working on several grant opportunities, including the continuation of the HCAT grant through the Virginia Foundation for Healthy Youth.

RE: DEPARTMENT OF SOCIAL SERVICES

Mrs. Hale reported foster care numbers are at an all time high.

RE: HEALTH DEPARTMENT

Dr. Gravatte had to leave for another meeting before the start of agency reports.

RE: DEPARTMENT OF JUVENILE JUSTICE

Ms. Galleo reported that her agency had made an offer for the Orange Supervisor position, however, it was declined. They are holding interviews again the following week and is hopeful they will get a candidate from that pool. They are also for an Office Services Specialist for the Orange office as Sherri has moved to a new position in Charlottesville.

RE: COMMUNITY SERVICES BOARD

Ms. Chavez reported their 50<sup>th</sup> Anniversary event is the Thursday following our CPMT meeting and will be a free event with food. They are currently trying to get two new clinicians trained in PCIT. They have the funding for it but need applicants that are licensed or license eligible.

RE: ORANGE COUNTY PUBLIC SCHOOLS

Mrs. Aylor reported that the school year is moving right along.

RE: PRIVATE PROVIDER

Ms. Mink reported that Health Connect America is accepting its first ABA clinic clients the very next day and had a kick-off on the 12<sup>th</sup>. Her agency is still trying to find an IOP Coordinator.

RE: PARENT REPRESENTATIVE

Absent

RE: COMMITTEES

RE: FINANCE

Mrs. Vines provided a verbal update on the status of the budget. A brief discussion followed.

RE: PROJECT LINK

Ms. Chavez reported that Rose has 12 clients and is possibly wanting to discharge so she will coordinate with their case managers.

RE: INFORMATION ITEMS

RE: SUCCESS STORIES

No success stories to share.

RE: CPMT CHAIR UPDATE

A brief discussion was held on the CPMT Chair being updated on the OCS website so that Mrs. Hale receives the emails for approvals. Mrs. Vines said she would request that Mrs. Douthit handle that as soon as possible.

RE: FAPT COORDINATOR REQUESTS

Mrs. Vines passed along a request from the FAPT Coordinator. Mrs. Lohman requested that it be passed along to staff and case managers to update their email subject line when sending emails. This will allow her to triage the emails when she is waiting on information. The example given was when a document is scanned in and sent via email, when the document is forwarded to Mrs. Lohman, please change the subject line to what the email is regarding.

Further discussion was held on when case managers will receive IFSP's. A motion was made by Mrs. Aylor to copy all IFSP's after CPMT and provide them to the appropriate agency member to forward to their case managers, seconded by Ms. Chavez, all were in favor.

Additionally, it was requested that checklist be provided to CPMT on what documents are needed for FAPT. This will be emailed to the CPMT members.

RE: ADJOURNMENT

There being no further business on the agenda, the meeting was adjourned at 10:20 after a motion from Mrs. Aylor, seconded by Ms. Chavez, and all were in favor.

Respectfully Submitted  
Alisha Vines  
10/24/2022