

Eastern Shore of Virginia Community Policy and Management Team Meeting

Keren Plowden, called the ES CPMT meeting to order at 2:04 PM via virtual meeting on January 7, 2021 in accordance with Section 2.2-3708.2 of the Code of Virginia. Present via virtual conference were Jennifer Annis, Terra Custis, Mozella Francis, Kathy Lewis, Marcus Riley and Mimi Sedjat. Vicki Weakley and Rudy Zavala were present in person. The confidentiality agreement was signed and each CPMT member participating via virtual conference gave verbal confirmation to uphold confidentiality for all cases reviewed.

Per motion by Jennifer Annis and 2nd by Mozella Francis CPMT meeting minutes from December 3, 2020 were approved.

On a motion by Jennifer Annis and seconded by Mimi Sedjat, the CPMT went into Closed Session in accordance with Section 2.2-3711 of the Code of Virginia, as amended for the purpose of discussion or consideration of the CSA cases. **(ACDSS)** POSO# 814840 and 814839. **(ESCSB)** POSO# 814841. **(NCDSS)** POSO# 912511, 912512, 912513, 912514, 912515, 912516, and 912517. POSO# 912499 was brought back by NCDSS to be amended. **(NCPS)** POSO# 912509 and 912478.

The ES CPMT returned to Open Session, on a motion by Marcus Riley and seconded by Terra Custis. On a roll call vote certifying to the best of each member's knowledge only public matters exempted from the public meeting and in the original motion were discussed. The vote was Keren Plowden: yes, Jennifer Annis: yes, Terra Custis: yes, Mozella Francis: yes, Kathy Lewis: yes, Mimi Sedjat: yes, Marcus Riley: yes, and Vicki Weakley: yes.

On a motion by Jennifer Annis, seconded by Terra Custis, the CPMT approved the POSO#'s listed above including the amendment made to POSO # 912499.

Also NOTE: *During the voting process, each agency head recuses herself/himself during the voting of cases presented from their agency.*

COVID-19

- Kathy Lewis from our Local Health Department provided updates to CPMT pertaining to the COVID-19 vaccine. Mrs. Lewis shared that the vaccine has started to be administered on the Eastern Shore. Doctors, nurses and first responders have started to receive vaccines, however, it is not known when the vaccine will be available to the general public. Mrs. Lewis shared that WIC is continuing with all remote services by phone call and also mailing them out to those individuals in the program. Mrs. Lewis also shared that she will be keeping CPMT up-to-date with the COVID-19 vaccination process.

Old Business

- CPMT discussed that there were two applicants for our open FAPT positions. Mozella Francis shared that there was one applicant for our Private Provider Rep as well as one applicant for our Parent Rep Position. Mrs. Francis said this information will be forwarded to our new CPMT Chair Keren Plowden for review and approval for interviews.
- CPMT established the parent rep stipend payment process to be quarterly. The process is as follows: that the parent rep will send their invoice for the parent rep stipend to the CSA Coordinator. The CSA Coordinator will then attach the attendance sheets reflecting the parent rep participation and get the approval signature of the CPMT Chair. Once signed, the invoice along with the attached attendance sheet will be sent to NCDSS in order for the parent stipend to be processed and paid out.

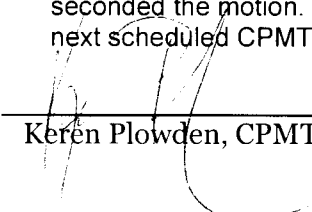
COVID-19

- Mimi Sedjat updated CPMT in regards to the Mental Health Initiative Funds Protocol. Mrs. Sedjat reviewed each section of the protocol focusing on the target population, defining the protocol and procedures for accessing services, reviewing the kinds or types of services to be provided by the MHI funding and also discussing the mechanism for regular reviews and reporting of MHI Expenditures. Mrs. Sedjat explain that if and when MHI funding is being accessed, the referring agency would have to complete the MHI form that was developed by CSB. CSB has made this referral form available for other agencies to utilize and as requested this referral would need to be on the referring agency letter head and then will be presented and reviewed at CPMT. The CSA Coordinator requested that an additional section be added to the MHI form where the referring agency would be able to capture what other funding sources were used or looked into prior to utilizing MHI funding. Mrs. Sedjat agreed to the request and shared that this section would be added to the MHI referral form.

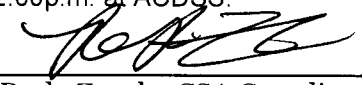
New Business

- The CSA Coordinator provided feedback about an upcoming OCS CANS/Service Plan Training. OCS will be providing this virtual training for all CSA localities interested in participating. The training is scheduled for April 30 from 10am-12pm for the Eastern Shore CSA. The CSA Coordinator requested for CPMT to either require all case managers to attend the training or if each agency would designate an individual to attend this training representing their agency. CPMT agreed and has made this a mandatory training for the eastern Shore CSA locality.
- The CSA Coordinator updated CPMT on current CSA funding balance for both counties. Accomack County CSA currently has \$489,455.12 in their mandated funding and \$27,121.12 for their non-mandated (protected funds) leaving a combined total of \$517,121.12 for its CSA funding balance. Northampton County CSA currently has \$406,360.00 in their mandated funding balance and \$20,001.00 for their non-mandated (protected funds) leaving a combined total of \$426,361.00 for its CSA funding balance.

With no further urgent business to discuss Kathy Lewis motioned to adjourn and Terra Custis seconded the motion. The Eastern Shore CPMT was officially adjourned at 3:22 PM. The next scheduled CPMT will be on February 4, 2021 at 2:00p.m. at ACDSS.



Kerén Plowden, CPMT Chair



Rudy Zavala, CSA Coordinator
(scribe)