



**FAIRFAX-FALLS CHURCH CHILDREN'S SERVICES for
AT-RISK CHILDREN, YOUTH & FAMILIES**



**February 24, 2023
Community Policy and Management Team (CPMT)
Virtual Meeting due to COVID-19 Emergency Procedures**

Meeting Minutes

Attendees: Gloria Addo-Ayensu (Fairfax, VA), Michael Axler (Fairfax, VA), Michael Becketts (Fairfax, VA), Joe Klemmer (Fairfax, VA), Richard Leichtweis (Fairfax, VA), Chris Leonard (office), Dana Jones (office), Dawn Schaefer (office), Rebecca Sharp (office), Lloyd Tucker (home),

Attended but not heard during heard during roll call:

Absent: Michelle Boyd, Deb Evans, Annie Henderson, Matt Thompson, Daryl Washington, Staci Alexander

HMF Attendees: LaVurne Williams, Philethea Duckett, Tracy Davis, Hilda Calvo Perez, Peter Steinberg

CSA Management Team Attendees: Barbara Martinez, Jessica Jackson, Kamonya Omatete, Kelly Conn-Reda, Mary Jo Davis, Tim Elcesser, Desiree Roberts, Julie Bowman, Stephanie Pegues, LaVurne Williams

Stakeholders and CSA Program Staff Present: Janet Bessmer, Jamie Mysorewala, Tiffany Robinson, Jeanne Veraska, Sarah Young, Lisa Morton, Samira Hotochin

FOIA Related Motions:

I move that each member's voice may be adequately heard by each other member of this CPMT.

Motion made by Chris Leonard; second by Joe Klemmer; all members agree, motion carries.

Second, having established that each member's voice may be heard by every other member, we must next establish the nature of the emergency that compels these emergency procedures, the fact that we are meeting electronically, what type of electronic communication is being used, and how we have arranged for public access to this meeting.

State of Emergency caused by the COVID-19 pandemic makes it unsafe for this CPMT to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this CPMT and the physical presence of the public, cannot be implemented safely or practically. I further move

Approved: April 28, 2023

that this CPMT may conduct this meeting electronically through a dedicated auto conferencing line, and that the public may access this meeting by calling: 571-429-5982; participant access code: 132 680 697#. It is so moved.

Motion made by Chris Leonard; seconded by Michael Becketts; all members agree, motion carries.

Finally, it is next required that all the matters addressed on today's are statutorily required or necessary to continue operations and the discharge of the CPMT's lawful purposes, duties, and responsibilities.

Motion made by Chris Leonard; seconded by Lloyd Tucker; all members agree, motion carries.

1. **MINUTES:** Approve minutes of January 27, 2023 CPMT meeting. *Motion made by Rick Leichweis; seconded by Michael Becketts; all members agree, motion carries.*

2. **ITEMS:**

- **ADMINISTRATIVE ITEMS:**

- **Item A-1:** Proposed Plan for April Meeting – Janet Bessmer. Plan for April in-person meeting is to have a facilitator to join the meeting and use the time to work on reengagement and strategic planning. This meeting would begin at 12:30 (rather than 1pm) and will include lunch for CPMT members. Joe Klemmer asked if the earlier start time would be a onetime change. Janet Bessmer clarified that the 12:30pm start time will only apply to the April meeting and the remainder of the meetings will begin at 1pm. *Motion to approve made by Dana Jones; seconded by Dawn Schaefer; all members agree, motion carries.*

- **CSA CONTRACT ITEMS:**

- **Item C – 1:** Out of State Contracts – none

- **CSA INFORMATION ITEMS:**

- **Item I – 1:** Budget Report – Presented by Desiree Roberts. Currently we are serving fewer youth however the cost per youth has increased approximately 22%. Janet Bessmer mentioned that the system is approving funding, however providers do not have capacity. There is also a waitlist for children waiting on case management. Chris Leonard commented that this is an issue throughout the state. Janet Bessmer also commented that due to the provider waitlists, youth are getting worse during the wait period and then requiring higher level of care.
- **Item I – 2:** Quarterly Residential Entry and FAPT Report – Jeanne Veraska & Sarah Young. There has been an increase in need for residential level of care. As mentioned before, there is a struggle finding providers with capacity, and case management.
- **Item I – 3:** Quarterly Serious Incident Report – Jeanne Veraska. There were no corrective action plans this quarter. The issues that did come up were handled through

partnerships, communication and improvement of processes and procedures. CSA has reached out to providers that submitted late reports to discuss timely communication of SIRs.

- **Item I – 4:** Report on Time to Service Data – Presented by Janet Bessmer. CSA has been collecting data to determine time to service for the past 6-7 years. OCS is now doing a data collection project and they have asked that CSA submit information regarding time to services. The data shows there is approximately 3-4 weeks between the time the initial meeting takes place and when services are requested. Michael Becketts asked if there are any systemic issues that are causing a delay in implementing services. Janet Bessmer and Sarah Young mentioned it takes time to complete some of the required documents, such as the copay or provider reports. Collecting signatures sometimes takes time since some agencies do not have means to obtain electronic signatures. Provider reports are also required for extension of services, which sometimes take time to obtain. Chris Leonard stated that this information is beneficial and could help us come up with strategies to improve the process.
- **Item I – 5:** CSA Coordinator Report – Presented by Janet Bessmer. Current trends and issues were shared with the CPMT. Issues include limited capacity for case management and providers which is causing a delay in services.
- **Announcement:** CSA Symposium and Vendor Fair will be held on March 15, 2023. There will be a plenary session in the morning and two workshops in the afternoon. CPMT members are invited to attend the CPMT Roundtable in the afternoon.
- **Private Provider Items** – Rick Leichtweis shared CSA symposium with be held March 15.
- **CPMT Parent Representative Items** – none.
- **Cities of Fairfax and Falls Church Items** – Dana Lewis stated that the marcus alert is ready and we are working on a plan for use of the opioid funds.
- **Public Comment** – none.

Adjourn 2:05pm: *Motion to adjourn made by Chris Leonard.*

Next Meeting: April 28, 2023, 1:00 – 3:00pm (Herrity Building, Rm 106/107)