



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



April 29, 2022

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

Meeting Minutes

Attendees: Staci Alexander (home), Jacqueline Benson (home), Michelle Boyd (home), Deb Evans (home), Cristy Gallagher (home), Richard Leichtweis (office), Chris Leonard (office), Deborah Scott (office), Rebecca Sharp (office), Dawn Schaefer (office), Matt Thompson (office), Daryl Washington (office)

Attended but not heard during roll call: Lesley Abashian, Gloria Addo-Ayensu, Michael Becketts, Dana Lewis

Absent: Annie Henderson, Joe Klemmer, Lloyd Tucker

HMF Attendees: Peter Steinberg, Jim Gillespie, Tracy Davis, Hilda Calvo Perez, Philethea Duckett

CSA Management Team Attendees: Kelly Conn-Reda, Xu Han, Barbara Martinez, Jessica Jackson, Tim Elcesser, Kamonya Omatete, Muhammad "Usman" Saeed, Andrew Janos, Terry Byers, , Mary Jo Davis,

Stakeholders and CSA Program Staff Present: Janet Bessmer, Kristina Kallini, Shana Martins, Kendra Rascoe, Tiffany Robinson, Jeanne Veraska, Chris Metzbower, Jesse Ellis

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 Matt Thompson; 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 that this CPMT may conduct this meeting electronically through a dedicated auto conferencing line, and that the public may access this meeting by calling: 888-270-9936; Participant access code 561285. It is so moved.

Motion made by Chris Leonard; seconded by Cristy Gallagher; 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 Jackie Benson; all members agree, motion carries.

1. **MINUTES:** Approve minutes of March 25, 2022. *Motion made by Rick Leichtweis; seconded by Staci Alexander; all members agree, motion carries.*

Approved: May 20, 2022

2. ITEMS:

- **Administrative Items**

Item A – 1: Submission of FY22 Gaps and Needs Survey Submission to OCS – Presented by Janet Bessmer. Survey was also shared with Family Advisory Board and Management Team for feedback. Request that CPMT provide feedback or formal approval to submit this to survey to the State. *Motion made by Cristy Gallagher; seconded by Rick Leichtweis; motion carries.*

- **CSA CONTRACT ITEMS:**

Item C – 1: Monthly Out-of-State Placement Approvals – None.

- **CSA INFORMATION ITEMS:**

Item I – 1: Budget Report – Presented by Usman Saeed.

Item I – 2: FY23 Proposed CPMT Meeting Schedule – Chair referred members to the item in the meeting materials.

Item I – 3: Quarterly SIR Report – Chair referred members to the item.

Item I – 4: Quarterly Data Report -Chair referred members to the item.

Item I – 5: Blueprint Development Discussion (Not in Packet) – Janet Bessmer provided a data overview of CSA. Dr. Vinu Ilakkuvan, Public Health consultant with Healthy Minds Fairfax, led discussion to determine how to update the blueprint/plan to meet needs of children and families in the community. Members participated in breakout rooms to discuss/brainstorm ideas of the blueprint. Brainstormed ideas related to how CSA/HMF can meet needs of youth in the community, be better integrated into the behavior health system, and how to easily share information between agencies and with the community.

- **NOVACO – Private Provider Items** – CSB representatives will be joining the next NOVACO meeting to discuss the increase in number of youth using opioids.
- **CPMT Parent Representative Items** – Cristy Gallagher announced she will be stepping down in her role as parent rep at the end of the summer.
- **Cities of Fairfax and Falls Church Items** – none
- **Public Comment** – none

Next Meeting: May 20, 2022, 1:00 – 3:00pm (location TBD)

Adjourn 2:20pm: *Motion to adjourn made by Rick Leichtweis; seconded by Lesley Abashian; all members agree, motion carries.*