



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



July 29, 2022

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

Meeting Minutes

Attendees: Lesley Abashian (office), Michael Axler (home), Michelle Boyd, Annie Henderson (office), Chris Leonard, Dana Lewis (home), Rebecca Sharp, Matt Thompson (*acting vicechair* - office), Daryl Washington (office), Lloyd Tucker (home), Daryl Washington (home)

Attended but not heard during heard during roll call: Deb Evans, Dawn Schaefer

Absent: Michael Becketts, Gloria Addo-Ayensu, Jacqueline Benson, Richard Leichtweis, Joe Klemmer, Staci Alexander

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

CSA Management Team Attendees: Kelly Conn-Reda, Mary Jo Davis, Xu Han, Barbara Martinez, Jessica Jackson, Tim Elcesser, Kamonya Omatete, Muhammad "Usman" Saeed, Andrew Janos, Terry Byers, Mary Jo Davis, Jesse Ellis, Julie Bowman. Lee Ann Pender,

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

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: 571-429-5982; participant access code: 786815461#. It is so moved.

Motion made by Chris Leonard; seconded by Matt Thompson; 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.

Approved: 9/23/22

Motion made by Chris Leonard; seconded by Matt Thompson; all members agree, motion carries.

1. **MINUTES:** Approve minutes of May 20, 2022. *Motion made by Lloyd Tucker; seconded by Matt Thompson; all members agree, motion carries.*

2. **ITEMS:**

- **Administrative Items:**

Item A – 1: Approve Mental Health Initiative Funding Plan and Protocol – Presented by Jim Gillespie. Request for CPMT to approve CSB proposed plan for Mental Health Initiative funds. Funding will be used for funding four case management positions, two clinicians and \$300,000 for MHI-eligible youth. *Motion made by Lesley Abashian; seconded by Rebecca Sharp; all members agree, motion carries.*

Item A – 2: Policy for Use of Virtual Platform Participation in CPMT Meetings – Permits CPMT to meet virtually for two meetings per year. *Motion made by Lloyd Tucker; seconded by Michelle Boyd; all members agree, motion carries.*

Item A – 3: Policy for Intensive Care Coordination Expedited Access – Presented by Jessica Jackson and Janet Bessmer. The current process to request ICC is cumbersome and takes time. This proposal was developed to expedite the time it takes to get ICC services started via an IFSP-EZ request. This request would allow ICC *facilitation services only*, to be approved for 60 days while team develops a full packet to obtain approval for the typical duration. *Motion made by Matt Thompson; seconded by Lloyd Tucker; all members agree, motion carries.*

Item A – 4: Policy for Expansion of Case Support Services – Presented by Janet Bessmer. Policy permits CSA to purchase case support from private providers. Lesley Abashian asked if the provider providing case support can still provide other services. Janet responded that CSA is working on recruiting a provider that doesn't not currently offer a variety of CSA funded services. However, in the future, CSA will be working on ensuring there are checks and balance if a provider does offer other CSA funded services as well as case support. *Motion made by Deb Evans; seconded by Staci Alexander; all members agree, motion carries.*

Item A – 5: Policy for Utilization Reviews and Billing Procedures- Presented by Janet Bessmer. Requested approval for amendments made to CSA policy manual which clarifies UR's billing procedures. *Motion made by Lesley Abashian; seconded by Matt Thompson; all members agree, motion carries.*

Item A – 6: Policy and Practice Standards for Preferred Name and Pronoun- Presented by Janet Bessmer. Recommendation that CSA is permitted to use youth's preferred name and pronoun on any non-legal forms. Legal forms will continue to use youth's legal name/pronoun. Chris Leonard asked how much of this aligns with what the schools' policy. Michelle Boyd shared that staff receive training on use of pronouns and non-legal FCPS documents use the youth's preferred name/pronoun. Rebecca Sharp shared the FCCPS has been following the same policy and added that the schools are trying to explain to youth why their preferred name cannot be used on certain (legal) forms. *Motion made by Dawn Schaefer; seconded by Rebecca Sharp; all members agree, motion carries.*

Item A – 7: Policy for CSA Standard Services: Emergency Supervision and Support for Youth in Foster Care- Janet Bessmer and Melody Vielbig (DFS- Foster Care). Proposing that in emergency situations,

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foster care will be able to implement emergency supervision and support for up to seven days without additional authorization. *Motion made by Daryl Washington; seconded by Dana Lewis; all members agree, motion carries.*

- **CSA CONTRACT ITEMS:**

Item C – 1: Monthly Out-of-State Placement Approvals – Presented by Barbara Martinez. One request for the month of June that was approved by management team. No requests for July. Many providers have shared that they will no longer be accepting Medicaid due to the low rate. Janet Bessmer commented that it has continued to be a challenge to find placement for youth. *Motion made by Lloyd Tucker; seconded by Annie Henderson; all members agree, motion carries.*

- **CSA INFORMATION ITEMS:**

Item I – 1: Budget Report – Presented by Usman Saeed. Janet Bessmer shared that many contracts for FY23 have requested increased rates for services. Due to lack of provider availability many have been on a waitlist for services. Therefore, a decrease in funds used is attributed to provider and case management capacity. Currently, funding is not an issue, the problem is lack of capacity.

Item I – 2: Human Services Legislative Issue Paper – Presented by Jill Cooper.

Item I – 3: Update on Private Day Rate Setting – updates presented by Kelly Conn Reda. Janet Bessmer made note that this could significantly impact CSA's budget. Kelly mentioned that a more detailed analysis of the budget will be provided later.

Item I – 4: Procedures for Access to Foster Care Maintenance/KinGap – Presented by Janet Bessmer. CSA has updated the process to access foster care maintenance to make it easier for staff to access the service for families that meet the criteria. Foster Care maintenance has been added to the standard package of services. The CSA policy manual has been updated to include this change.

- **NOVACO – Private Provider Items** – none
- **CPMT Parent Representative Items** – none
- **Cities of Fairfax and Falls Church Items** – none
- **Public Comment** – none
- **Staff Comment** – Daryl Washington asked that everyone please share the youth survey that Janet sent out earlier today with providers and families. This survey will be used to get a clear picture of youth substance abuse in VA.

Daryl Washington mentioned that Janet sent out a survey for public to share feedback.

Next Meeting: September 23, 2022, 1:00 – 3:00pm (location TBD)

Adjourn 2:45pm: *Motion to adjourn made by Daryl Washington; seconded by; all members agree, motion carries.*