

# Alexandria Community Policy and Management Team

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Phone: (703) 746-5872

**Meghan McGrane, Chair**  
Office of Management & Budget

**Greta Rosenzweig, Vice-Chair**  
Social Services

**Christopher Bishop**  
Private Provider

**Felicia Simmons**  
Health Department

**Tricia Bassing**  
Community Services Board

**Carla Oliver**  
Family Support Partner

**Mike Mackey**  
Court Service Unit

**Erin Stone**  
ACPS- Special Education

**Vacant**  
Parent Representative

***"Where families are families and not 'cases'!"***

## **November 29, 2023 - Meeting Minutes**

Members present: Tricia Bassing, Felicia Simmons, Erin Stone, Meghan McGrane, Carla Oliver, Greta Rosenzweig,

Members joining via Zoom: Christopher Bishop

Staff/Others present: Richard Orah, PJ Gingery, Sharon Minter, Barbara Paulson, Linda O'dell

Staff/Others joining via Zoom: Jasmine Chapman

Absent: M. Mackey

Meeting called to order at 2:15pm by M. McGrane  
Quorum present.

- I. Welcome and Introductions** – Dr. Christopher Bishop was introduced and welcomed to the group as the new Private Provider representative.
- II. Public Comments:** No requests to make public comments received.
- III. Minutes** of the September 27, 2023 meeting reviewed. Motion to accept minutes made by T. Bassing, seconded by G. Rosenzweig. No additional discussion. Motion passed.  
**Minutes** of the October 25, 2023 meeting reviewed. Motion to accept minutes made by T. Bassing, seconded by F. Simmons. No additional discussion. Motion passed.
- IV. Fiscal Reporting & Program Review**
  - **Finance Reports** – Presented by R. Orah. CSA FY24 allocation is \$8.1M. YTD expenditure is \$916K, reflecting 9% of the allocation currently spent. YTD local match for expenditures is \$465K. YTD refunds to CSA are \$7K. FY24 expenditures billed to Medicaid, through October, are \$114K. YTD expenditure billed to IV-E is \$147K with no local match required.
  - **CSA Reports** – Presented by J. Chapman & PJ Gingery. FY24 IEP Wrap allocation is \$90,989 with \$25K encumbered to date. FY24 Protected funds allocation is \$201,836 with \$49K encumbered thus far.
    - FAPT continued to hear children/youth requests every week, in hybrid format, utilizing the MS Teams platform. Any technical issues encountered were effectively managed. During the month of October, the FAPT team reviewed 27 children/youth requests as follows: 12-Foster Care, 3-Foster Care Prevention, 3- Private Day (IEP), 9-Congregate Care.
    - Congregate care detail: residential facility placements currently total 9 (8-Parental Agreement & 1-Child Welfare youth.)
  - **Congregate Care Placement Increases**
    - Discussion about the increase in number of youths requiring congregated placement.

## ALEXANDRIA COMMUNITY POLICY AND MANAGEMENT TEAM

Children's Services Act

Meeting Minutes

November 29, 2023

Page 2 of 2

- Substance abuse treatment needs drive majority of the requests and are contributing to the increasing numbers.
- Regionally there is a lack of programs to address substance use disorder needs among youth.
- There is a service gap in medical detox services for youth which are definitely needed. Work is being done, regionally, to bring medical detox services to our area in the very near future.
- Other localities are also seeing increases in their parental agreement congregate care placements.
- FAPT is encouraged to ask more questions about treatment objectives and discharge planning earlier rather than later.
- Question posed as to whether the information we receive from the congregate care facilities addresses diversity available in treatment services?
- Discussion about the kind of services parents and families engage in concurrent to, and in support of, their child being in congregate care placement.
- Here in Alexandria, High Fidelity Wrap and Family Support Partner services are utilized to work with our families to support the youth as they return to the home and community.

### V. Discussion Items

#### A. Policy Approvals

- The following policies were approved following final revision and review:
  - Policy #9 – Change of Residency: Motion to accept revisions made by L. Odell, seconded by T. Bassing. No additional discussion. Motion passed.
  - Policy #22 – Intensive Care Coordination: Motion to accept with grammatical edits made by G. Rosenzweig, seconded by L. Odell. No additional discussion. Motion passed.

#### B. FY24 CSA Audit

- Alexandria CSA is scheduled for an onsite audit to commence in the last quarter of FY24.
- Target date for completion of the Self-Assessment workbook is by the end of March.
- Discussed a work plan for completing the Self-Assessment workbook.
- Recommendation put forth that we establish workgroups to address the various sections of the workbook. Workgroups should plan to meet approximately twice per month.
- ACPMT needs to develop a solid strategic plan for the CSA program that puts forth benchmarks, program objectives and milestones.
- CSA staff will work with each workgroup to complete the workbook sections.
- Workgroup assignments are as follows: Risk Management – G. Rosenzweig & T. Bassing; Governance – M. McGrane; Training – F. Simmons, E. Stone, C. Bishop; Internal Control – M. Mackey, C. Oliver & R. Orah
- Each workgroup will set up meetings with CSA staff. S. Minter will get confirmation from OCS as to all of the sections of workbook that are required to be completed for the audit.

#### C. Policy Revision Workgroups

- Five policies remain that need to have revisions completed.
- The team will work on these at the upcoming work session on December 13<sup>th</sup>.

**VI. Adjournment:** With no further items to be discussed, a motion was made to adjourn the meeting at 3:55pm.