

Alexandria Community Policy and Management Team

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Tricia Bassing
Community Services Board

Carla Oliver
Family Support Partner

Mike Mackey
Court Service Unit

Erin Stone
ACPS- Special Education

Nathan Shultz
Parent Representative

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

March 27, 2024 - Meeting Minutes

Members present: Meghan McGrane, Tricia Bassing, Carla Oliver, Nathan Shultz, Mike Mackey,
Members present via Zoom: Christopher Bishop

Staff/Others present: Richard Orah, Sharon Minter, Jasmine Chapman

Meeting called to order at 2:10pm by Chair, M. McGrane
Quorum present.

- I. Welcome and Introductions** – N. Shultz, New Parent Representative introduced himself.
- II. Public Comments:** No requests received from the public to make comments.
- III. Minutes** of the February 28, 2024 meeting reviewed. Motion to accept minutes made by M. Mackey, seconded by T. Bassing. 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 \$5M, reflecting 52% of the allocation currently spent. YTD local match for expenditures is \$2.6M. YTD refunds to CSA are \$14K. FY24 expenditures billed to Medicaid are still only available through October. YTD expenditure billed to IV-E is \$297K with no local match required.
 - **CSA Reports** – Presented by J. Chapman. FY24 IEP Wrap allocation is \$90,989 with \$62K encumbered to date. FY24 Protected funds allocation is \$201,836 with \$54K 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. The updated report on CSA stats and congregate care details will be presented at the next meeting.
 - Discussion about looking at more comprehensive data, i.e., demographics, # of days in congregate care, etc. on where and how CSA funds are being used.
 - Suggestion made to invite Carrie Thompson, from OCS, to give a presentation to the ACPMT on effective use of the CQI Dashboard.
 - Will start using the CQI data, available on the OCS state website, to strengthen the Team's knowledge and awareness as well as for use in completing the Annual Report.
 - M. Mackey brought up the topic of including detention and shelter care data in the congregate care reporting and volunteered to be responsible for providing that information.
- V. Discussion Items**
 - A. Dedicated Staff for Agency FAPT Representation**
 - M. Mackey introduced the topic. Informed team that with the staff shortages currently being faced in his agency, they will need to ask for some latitude with regard to fulfilling this requirement.

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- Reminder that each agency is expected to dedicate one primary staff person and a secondary as back-up. There is a need for consistency and stability on the FAPT.
- Discussions will continue at subsequent meetings.

B. Alternatives to Detention

- M. Mackey discussed the historical use of detention services and the impact seen on its utilization since the pandemic. The numbers have increased from all the entities that the facility serves.
- Discussion about diversion options that are available/feasible to be used instead of detention services.
- From a systems perspective, what is available to serve youth as opposed to detention services?
- There seems to be a need, either locally or regionally, for dedicated staff to explore and maintain the availability of resources.
- Exploration of grants, other funding sources that could potentially support the creation of a team to undertake this task.

C. Emergency Placements

- Children and youth in the care of Child Welfare are the only population who can be placed, in an emergency, for 14 days during which time the case worker has to bring the funding request before FAPT.
- Discussion of how surrounding localities operate and fund their shelters and group homes, i.e. on a per diem basis, locally funded, braided funding, etc.
- Would require a change in current policy to allow for an exception to the population who could be placed on an emergency basis.

D. FY23 CSA Time to Service Survey

- The statewide survey results are now available from the Office of Children's Services.
- 55% rate of return with 70 localities out of 120 that participated.
- S. Minter will email the survey highlights to the team.

E. FY24 CSA Audit

- The audit entrance conference is scheduled for next week, either April 3rd or 4th.
- Workgroups provided updates on progress to date.

F. Utilization Management-Utilization Review (UM-UR) Meetings

- UM-UR meetings are for the purpose of evaluating the quality of services being purchased, length of time service is in use, discharge plans, etc.
- Discussion as to the pros and cons of having parents attend this meeting.
- The discussion will be on-going around this topic.

G. Meeting Attendance Notification

- Members are asked to notify S. Minter by the Monday before the monthly meeting if unable to attend so as to maintain the quorum needed for the meeting to go forth.

VI. Adjournment: With no further items to be discussed, a motion was made to adjourn the meeting at 4:10pm.