

Alexandria Community Policy and Management Team

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Meghan McGrane
Finance Department

Mike Mackey, Chair
Court Service Unit

Cynthia Agbayani
Private Provider

Deborah Bowers RN, MSN
Health Department

Greta Rosenzweig
Social Services

Vacant
Family Representative

Tricia Bassing, Vice-Chair
Community Services Board

Theresa Werner M.Ed., J.D.
ACPS- Special Education

June 23, 2021 - Meeting Minutes

Members present: Cindy Agbayani, Meghan McGrane, Mike Mackey, Tricia Bassing, Greta Rosenzweig, and Terry Werner

Member(s) absent: Deborah Bowers

Staff/Others present: Sharon Minter, PJ Gingery, R. Orah

Meeting called to order at 2:06pm by M. Mackey with virtual meeting policy announcement read.
Quorum present.

1. Welcome and Introductions

2. Public Comments: No requests received.

- 3. Minutes** of the May 26, 2021 meeting were reviewed. Motion to accept made by T. Bassing, second C. Agbayani. Motion passed. Following acceptance of the minutes, ACPMT members thanked and acknowledged the work of the CSA and Finance teams in supporting this body and the families of Alexandria. An in-person follow-up to further celebrate the work done in FY21 will be planned once it is safe to do so.

4. Fiscal Reporting & Program Review

- **Finance Reports** – Presented by R. Orah. CSA FY21 allocation is \$8,439,201, YTD expenditures are \$5.4M, with 64% of allocation currently spent. Expenditures were lower during the month of May due to many invoices not being submitted for processing because of staff on leave. A significant increase in expenditures is anticipated for June processing as staff return from leave and start to submit invoices. Overall, we have spent 12% less as compared to the same time in FY20.
 - R. Orah commented that expenditures continue to be on track as compared to FY20. Finance unit sees no areas of concern. Medicaid YTD total remains at \$302K. Richard will check for any updates.
 - Finance office will continue processing FY21 invoices through end-of-year closing on September 30th.
- **CSA Reports** – Presented by PJ Gingery. FY21 IEP Wrap allocation is \$87,740. YTD encumbrances remain at \$94,345 with no new requests submitted. FY21 Protected funds allocation is \$201,836 and \$21,540 has been encumbered thus far.
 - IEP Wrap encumbrances exceed the allocation amount by \$6600. Once June invoices are processed it is believed that the amount of overage will decrease.
 - FY22 IEP Wrap allocation is \$78,838.00, which is a decrease of \$8900 from the current allocation. No explanation provided by the state office as to the reason for the decrease. Richard will review our state submissions in this category to see if any trends emerge that might shed light on a potential reason.
 - FAPT continues to hear cases every week utilizing the MS Teams virtual platform. Some technical issues encountered but usually able to overcome. During the month of May, the FAPT team reviewed 30 cases as follows: 25-Foster Care, 2-Foster Care Prevention, 1-Congregate Care and 2-Parental Agreement.

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5. Discussion Items

- **Election of Officers**

- Chair called for nominations for the positions of Chair and Vice-Chair. Term of service is two years beginning July 1, 2021.
- G. Rosenzweig nominated T. Bassing for Chair, with second by C. Agbayani. No discussion. Motion passed.
- T. Bassing nominated M. McGrane for Vice-Chair, with second by G. Rosenzweig. No discussion. Motion passed.
- T. Bassing and other members and staff took a minute to acknowledge and thank out-going Chair, M. Mackey, for his steady leadership, attention to detail and creating a culture of true collaboration over the past two years.

- **Policy Review Plan Finalization**

- M. McGrane reviewed the policy assignments for ACPMT members to work on in small groups.
- ACPMT members will work on policies in groups of 2 paired with a CSA staff person.
- Discussion of timeline for doing this work. Proposal to conduct two work sessions during the last two weeks of September.
- Work sessions will be as follows: 9/22/21 – regular ACPMT meeting from 2-4pm followed by work session during any remaining time. Second work session will be on 9/29/21 from 12-4. This is anticipated to be a brown bag lunch work session assuming plans continue for in-person meetings.
- S. Minter will send an email to members to save the work session dates on their calendars.
- Each group will reach out to CSA staff to invite them to join the 2 reviewers in their policy meetings. May also include other staff with subject matter expertise.
- Red-line versions of the policies will be sent to M. McGrane by 8/25/21. She will then develop a schedule of policies to be worked on for each work session and send out the package of policies and schedules to the ACPMT and CSA staff in sufficient time for review prior to the September work session dates.

- **CSA & Family First Webinar Highlights**

- Changes to congregate care include establishment of new requirements for facilities and timelines for completion of IACCT.
- Many IV-E covered expenses will shift to CSA as of 7/1/21 due to a narrowing of what IV-E will cover in congregate care settings. This includes for children and youth currently in congregate care facilities.
- DSS retains responsibility for completing qualified assessments, judicial reviews and candidacy determination for use of Family First funding.
- Any IV-E denials that occur for reasons other than specific court exceptions will require local only funding and cannot be paid for by CSA funds. Case managers will need to be cognizant of using the correct language in documents and meeting the required timelines.
- Anticipated start date for Medicaid to begin covering the three evidenced-based services is 12/1/21.
- On-going work continues with CSA staff, FAPT and DSS staff to incorporate Family First into the existing system of care.

6. Adjournment: With no further items to be discussed, a motion was made to adjourn the meeting. Meeting adjourned at 3:39pm.

Due to the COVID-19 Pandemic emergency, this meeting is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3), the Continuity of Government ordinance adopted by the City Council on June 20, 2020 or Section 4-0.01(g) in HB29 and HB30, enacted by the 2020 Virginia General Assembly (Virginia Acts of Assembly Ch. 1283 and 1289), to undertake essential business. Members of the Board and staff are participating from remote locations through a Zoom platform.