

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

September 23, 2020 Meeting Minutes

Members present: Cindy Agbayani, Deborah Bowers, Greta Rosenzweig, Meghan McGrane, Mike Mackey and Tricia Bassing.

Others present: Staff: Sharon Minter, Jasmine Chapman, PJ Gingery; Guests: R. Orah, Sinae Choi

Meeting called to order at 2:30 p.m. by T. Bassing.

Quorum present

1. Welcome and introductions

2. Minutes of the April 22, 2020 meeting were reviewed and motion to accept made by C. Agbayani, second D. Bowers. Motion passed.

3. Fiscal Reporting & Program Review

- **Finance Reports** – CSA FY20 YTD as of June was \$8,203,691; Additional FY20 expenditures will be paid through September 30, 2020. CSA FY21 allocation is \$8,439,201, YTD expenditures are \$196,918. Total IV-E expenditures for FY20 were \$1,011,374. IV-E FY21 YTD is \$77,273.
 - Discussion followed about the impact, if any, on the utilization of services due to the pandemic; C. Agbayani shared that her agency has noticed an increase in therapeutic services and a decrease in requests for respite services; S. Choi shared that the CSB is seeing more children with higher needs who are at risk of needing residential placements and higher frustration levels among parents and guardians.
- **CSA Reports** – FY21 IEP Wrap allocation is \$87,740. YTD expenditures are \$22,275.00. FY 21 Protected funds allocation is \$201,836 with no expenditures thus far.
 - FAPT has continued to hear cases every week since the lockdown via the use of the MS Teams virtual platform
 - The CSA staff is fielding an increased number of calls from ACPS case managers to use Wrap funding, however many of the services being requested do not meet the funding criteria.
 - There are currently four Parental Agreement cases in progress; this is a noted increase for these types of cases occurring simultaneously

4. Public Comments: No requests received to make public comments.

5. Discussion items:

A. Policies & Procedures

◦ Policy #12 – Emergency Funds

- Recommendation from S. Minter to tighten the current language by removing the term “emergency services” to reflect that this policy applies to accessing placements on an emergency basis and that primarily for Child Welfare clientele.
- Additional discussion about how services are accessed in times of need for other eligible client populations.
- The CSA office is tasked with continuing to look at the feasibility of maintaining this policy and returning recommendations to the ACPMT.

ALEXANDRIA COMMUNITY POLICY AND MANAGEMENT TEAM

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- Policy #13 – IACCT
 - Discussion led by T. Bassing and S. Choi who explained the IACCT process and that the draft document which was sent to ACPMT members had been reviewed by various stakeholders.
 - The revised policy reflects the changes in the IACCT process to make it parallel to the way Medicaid does things.
 - Additional discussion about if the need still exists for case managers to go to FAPT before commencing with IACCT services since per ACPMT policy these services are required for all clients whose plans include out-of-home placement.
 - M. Mackey called for motion to accept policy revisions, C. Agbayani moved, T. Bassing second
 - Policy updates will be sent to Chair for signature before posting
- B. Annual Report Summary & Best Practices Strategies
 - Final draft documents of the FY20 Annual Report and FY21 CSA Best Practice Strategies were emailed to and reviewed by the ACPMT.
 - Motion made by T. Bassing to accept both documents, second by C. Agbayani
 - M. Mackey reminded members to verify their attendance for FY20 and send any changes to CSA office prior to submission deadline.
 - S. Minter will submit all documents to the City Clerk's office by the September 30th deadline.
- C. FAPT Team Member Assignments
 - Due to lateness of the hour no discussion was held on this item. Carried over to next meeting.
- D. Miscellaneous
 - S. Minter reminded members of the upcoming CSA State Conference which will be held virtually on October 29th & 30th. The deadline to register is October 15, 2020.
- E. Meetings
 - October 28, 2020
 - November meeting - cancelled due to the Thanksgiving holiday.
 - December 9, 2020

8. Adjournment: With no further items to be discussed, a motion was made to adjourn the meeting. Meeting adjourned at 4:30 p.m.

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.