

Alexandria Community Policy and Management Team

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Meghan McGrane, Chair
Office of Management & Budget

Barbara Paulson, Vice-Chair
Center for Children & Families

Vacant
Private Provider

Felicia Simmons
Health Department

Tricia Bassing
Community Services Board

Yolanda Nogueras
Social Services

Mike Mackey
Court Service Unit

Jessica Donahue
ACPS- Special Education

Vacant
Parent Representative

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

September 24, 2025 - Meeting Minutes

Member(s) present: Meghan McGrane, Barbara Paulson, Felicia Simmons, Tricia Bassing, Yolanda Nogueras, Mike Mackey

Member(s) absent: J. Donahue

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

Meeting called to order at 2:08pm by Chair, M. McGrane

Quorum present.

I. Welcome and Introductions

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

III. Minutes of the June 9, 2025 meeting reviewed. Motion to accept minutes of the meeting made by T. Bassing, second by M. Mackey. No additional discussion, motion passed.

IV. Fiscal Reporting & CSA Program Review

- **Finance Reports** – R. Orah
 - **CSA FY25 allocation was \$9.2M.** YTD expenditure (through June) is \$9.4M (101% - allocation exceeded) with \$3.9M in local match required. IV-E expenditure to date is \$339K with no local match required. Medicaid YTD expenditure is \$243K, with local share YTD of \$154K. FY25 refunds to CSA/cancelled checks, to date, are \$57K.
 - With the additional funding set aside by the City there was no need to request a supplement.
 - FY25 final close-out of expenditures with the state is September 30, 2025. The finance team is working hard to get as many outstanding invoices approved and paid by that date so that those expenses can be submitted with the final LEDRs report. R. Orah acknowledged the assistance of the CSA team and expressed his gratitude for their help in moving the process along by securing approvals and getting purchase orders created.
 - **CSA FY26:** There is no state allocation provided effective 7-1-25. Expenses will be submitted to the state monthly for reimbursement. FY26 YTD expenditure (through August) is \$110K with \$53K in local match required to date. IV-E expenditure to date is \$43K with no local match required. Medicaid information for FY26 is not yet available.
- **CQI Data** – S. Minter
 - Data from the CQI Dashboard will be reviewed on a continuous basis and useful in developing our strategic plan.
 - Data is updated through 9/17/25 and will change after the 9/30/25 close of FY.
 - Discussion around referral sources, use of alternative funding to minimize use of CSA funding.

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- **CSA Reports** – PJ Gingrey/J. Chapman
 - **FY26 IEP Wrap allocation is \$9,894.** This year's allocation is significantly reduced, most likely due to lower usage of these funds for the last few fiscal years. No encumbrances to date. **FY26 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 months of June through August, the FAPT team reviewed 67 children/youth requests as follows: Foster Care - 54, Foster Care Prevention - 4, IEP Wrap Funding - 0, Parental Agreement - 6, Child Welfare congregate care (residential) - 1 and Protected (non-mandated) - 2.
 - P. Gingrey, CSA staff member, continues to meet regularly with the ACPS Private Day Placement facilitator, J. Donahue and her staff to discuss enrollment updates and billing issues, if any.

V. Discussion Items

A. **FY26 Annual Report**

- Document was shared with team members via SharePoint. Some members provided edits and updates.
- Following discussion, the team updated progress on goals that were stated in the previous fiscal year report for inclusion in this year's document.
- S. Minter will incorporate edits and submit the document by 10/3/25. The final report will be sent to team members.

B. **Provider Ineligible for CSA Funding**

- One private day placement was found to not be properly licensed by the VA Department of Education or a comparable agency.
- The change in VA code was effective as of 7/1/21 regarding licensure requirements.
- CSA funding paid for services rendered through the end of FY25 (June 30, 2025).
- S. Minter informed ACPS staff and the affected placement that effective 7/1/25 CSA funding could no longer pay for any services rendered.

C. **Changes to the Code of Virginia and State Policy Regarding Eligibility for Children in Need of Services**

- CHINS-eligible clients are now included in state code, meaning that services for this population must be sum-sufficient.
- Children and youth who are found to be victims of trafficking are now included as eligible clients for these services.
- All associated documents are undergoing revisions with an expected release date of 12/1/25. In the interim, OCS requests that localities use the draft documents to access these services.

D. **State Policies Open for Public Comment**

- Discussion of three policies that are open for public comment at the state level.
- Comments will be accepted through mid-November.
- Changes primarily reflect guidance and elimination of outdated processes and policies.
- None of these policies have any fiscal impact on localities.
- Consensus of the group is that there is no need to offer comment on the three policies as one is already implemented and the other two reflect only administrative changes.

E. **Virtual CSA Academy**

- OCS will host a new training opportunity for all CPMT members beginning January 9, 2026.
- This will be an eight-hour virtual training course to take place over various days between January and March.
- It is expected that CPMT members will avail themselves of these training sessions. Registration is required to attend.

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- M. Meghan forwarded the email which she received to all members. The registration link is shown in that communication.

F. Strategic Plan Development

- Placeholder item. This will continue to be placed on subsequent meeting agendas until completed.

G. Future Meeting Dates & FY26 Work Plan

- October 22, 2025.
- December 3, 2025 (combined meeting date to cover the months of November and December.)
- 2026 dates:
 - January 28, 2025
 - February 25, 2025.
 - These meetings are anticipated to be in-person but can/will be held virtually if necessary.
 - Discussion to be had as to whether the CPMT Roundtable at the Symposium will count as the March meeting.
- Work plan for FY26 will include Strategic Plan Development and Policy Updates.

H. Meeting with J&DR Judges

- S. Minter met with Judge Cullen and Judge Sherlock on 9/18/25 to discuss CSA and answer their questions.
- Very engaging discussion that will, hopefully, lead to continued engagement with the Court on creative ways to serve that population through CSA.

VI. Adjournment: With no further items to be discussed, a motion was made to adjourn the meeting at 3:56 pm.