

Alexandria Community Policy and Management Team

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Tricia Bassing, Chair
Community Services Board

Meghan McGrane, Vice-Chair
Finance Department

Vacant
Private Provider

Felicia Simmons
Health Department

Greta Rosenzweig
Social Services

Vacant
Family Representative

Mike Mackey
Court Service Unit

Amy Creed
ACPS- Special Education

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

September 27, 2023 - Meeting Minutes

Members present: Tricia Bassing, Mike Mackey, Greta Rosenzweig, Felicia Simmons, Amy Creed, Carla Oliver

Staff/Others present: Jasmine Chapman, PJ Gingery, Sharon Minter, Richard Orah, Miguel Santiago (Guest)

Meeting called to order at 2:12pm by T. Bassing
Quorum present.

I. Welcome and Introductions

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

III. Minutes of the June 28, 2023 meeting reviewed. Motion to accept minutes made by M. Mackey, seconded by G. Rosenzweig. No additional discussion. Motion passed.

IV. Fiscal Reporting & Program Review

- **Finance Reports** – Presented by R. Orah. CSA FY24 allocation is \$8.1M. YTD expenditures are \$129K reflecting 1% of the allocation currently spent. YTD local match for expenditures is \$65K. YTD refunds to CSA are \$772.00. FY24 expenditures billed to Medicaid, through July, are \$36K. YTD expenditures billed to IV-E are \$57K with no local match required. FY23 will be closed officially as of 9-30-23. Many invoices are coming in at the last minute. Next month's report will show the total expenditure for all of FY23.
- **FY24 Allocations** – Presented by S. Minter. FY 24 allocations are as follows: Base funding for direct services to children and youth is 8.1M with a corresponding state match of \$3.8M; Protected funding for those children and youth who are not part of the Mandated category is \$201K with corresponding state match of \$95K; Wrap funding for services to students with IEPs whose educational needs are being met in the community is \$90K with a corresponding state match of \$43K; and Administrative funding to operate the CSA program is \$114K with corresponding state match of \$54K.
- **CSA Reports** – Presented by J. Chapman and PJ Gingery. FY24 IEP Wrap allocation is \$90K with \$25K encumbered to date. FY24 Protected funds allocation is \$201,836 with \$47K encumbered thus far.
 - FAPT continued to hear children/youth requests every week utilizing the MS Teams virtual platform. Any technical issues encountered were effectively managed. During the month of August, the FAPT team reviewed 26 children/youth requests as follows: 18-Foster Care, 0-Foster Care Prevention, 5-Congregate Care [Parental Agreements] and 3-Protected (Non-Mandated) Funding.
 - Congregate care detail: residential facility placements currently total 13 (8-Parental Agreement & 5-Child Welfare youth.)

V. Discussion Items

A. Resolution of Rate Setting Issue for Private Day Charges

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- S. Minter provided background information on the factors that led to the state Office of Children's Services setting a maximum rate cap of 2% for reimbursement to localities for FY24 private day expenditures.
- This happened as a result of the FY24 budget not being passed at the start of the fiscal year.
- Once the budget was finally passed in early September the cap was rescinded retroactive to the start of the fiscal year in July.

B. Kinship Updates

- R. Orah provided an update on the status of transitioning to Kinship from Harmony.
- User testing phase is currently underway.
- Training sessions are occurring with the various units who will be primary users of this new system.

C. FY24 Audit & Calendar Planning

- Alexandria CSA is scheduled for an onsite audit to commence in the last quarter of FY24.
- A workplan needs to be developed and workgroups established to complete the required four sections of the Self-Assessment workbook.
- Will work on scheduling at next meeting.

D. Review of Revised Policies #13, #16 and #22

- Policy#13 – T. Bassing explained the changes to the IACCT policy: removal of duplicate language, change of name from CSA IACCT to CSA Congregate Care Assessment (per the request of Magellan), expansion of time from 30-60 days for completion of reassessment when needed due to placement identification/acceptance challenges and staff shortages and streamlining of authorization and payment for services related to the IACCT process.
- Policy#16 – T. Bassing explained the changes to the Parental Agreement policy: language changes, streamlining of authorization and payment for services initiated at the start of process.
- Policy#22 – T. Bassing explained the changes to the ICC policy: separation of ICC from High Fidelity Wrap (HFW) service, aligned policy with current practice reality, streamlining of authorization and payment for ICC services.
- Language added to all three policies authorizing the CSA Coordinator to administratively approve related initial services and officially open the cases for CSA funding.
- More time requested to further review changes to policy#22.
- Motion made by M. Mackey to accept and approve revisions to policies #13 and #16, seconded by G. Rosenzweig. No additional discussion. Motion passed.

E. Election of Officers

- Delayed until the October meeting.

VI. Adjournment: With no further items to be discussed, a motion was made to adjourn the meeting at 3:50pm.