

**AMELIA COUNTY CHILDREN'S SERVICES ACT
COMMUNITY POLICY AND MANAGEMENT TEAM
MEETING MINUTES**

July 21, 2022 9:30 AM

Amelia County Administration Conference Room

Present: Cindy DeBusk (Health Dept), Paul Folliard (Parent), Todd Robinson (Board of Supervisors), Dr. Jan Medley (Amelia County Public Schools), Martha Pullen (DSS) Chair, Tracy King (DJJ) Chair, Cyntina Bagley (CSB) and Brittney Allen (FAPT Chair designee). Absent: Nadeem Ahmed (CSB)

- I. The Chair called the meeting to order at 9:36am with a quorum (all core agencies represented).
- II. Draft minutes of the June 23, 2022 meeting reviewed. Two changes needing to be addressed. Minutes approved contingent upon the changes being made. Mrs. Pullen will make the changes and send the minutes out to the CPMT.
- III. Announcements
 - a. Ms. King presented DJJ Truancy Initiative communication with Judges and School Personnel about truancy data. Asked if CPMT would be appropriate. Team concerned with utilizing CPMT for this matter. Ms. King will check to see if process can be in written form.
- IV. Self-Audit Findings – Annette Larkin presented the audit findings to the CPMT via teleconference. The CPMT explored options regarding the Private Provider Representative mandated to be a member of the CPMT by OCS. Mrs. Pullen will request to elevate the FAPT Private Provide Rep to the CPMT if he so agrees. If in agreement, this would be effective immediately. The length of time he will be willing to be a member of CPMT will be explored.
- V. CSA Coordinator Vacancy – Offer (Monica Wilkerson). Ms. Wilkerson will come on board on August 1, 2022.
- VI. On a motion by Mrs. Pullen, a Closed Session convened, in accordance with *Section 2.2-5210 of the *Code of Virginia*.

- VII. After reconvening in open session, the Chair moved to certify that during the Closed Session only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act, and only such public business matters as were identified in the motion for Closed Session, were discussed. A roll call vote of CPMT members was taken for this certification, and the votes were as follows:
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|----------------|-----|
| Cindy Debusk | Aye |
| Paul Folliard | Aye |
| Todd Robinson | Aye |
| Dr. Jan Medley | Aye |
| Martha Pullen | Aye |
| Cyntina Bagley | Aye |
| Brittany Allen | Aye |
- VIII. Upon a motion by Dr. Medley, the FAPT funding requests for CSA case #'s 30, 58, 60, and 64, as presented on the "July 21, 2022 Fund Request", were approved. Upon a motion by Martha Pullen, Case #52 was excluded from the voting matters as a result of service termination.
- IX. The CPMT Chair adjourned the meeting at 11:09a, upon Dr. Medley's motion.

The next meeting is scheduled for Thursday, August 18, 2022 at 9:30am in the County Administration conference room

*Virginia Code Section 2.2-5210 states: "Proceedings held to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being assessed by this team or reviewed by the community management and planning team shall be confidential and not open to the public, unless the child and family who are subjects of the proceeding request, in writing, that it be open. All information about specific children and families obtained by the team members in the discharge of their responsibilities to the team shall be confidential. Demographic, service and cost information on youths and families receiving services and funding through this chapter that is of a non-identifying nature may be gathered for reporting and evaluation purposes."