

CARROLL COUNTY CPMT

Minutes

April 22, 2014

The Carroll County Community Policy & Management Team met on April 22, 2014 at the Carroll County Department of Social Services in Hillsville. Members present for the meeting included: Mike Jennings (DSS; Chair), Laura Goad (Carroll County Public Schools), Doug Garvey for Rob Hiatt (27th Circuit Court, CSU), Vicky Richardson (Carroll County Health Dept), Gary Larrowe (County Administrator), Beth Roper for Trent Staton (FPS), Andrew Petty for Laura Davis (Mt. Rogers CSB), and Heather Shockley (parent representative).

Doug Garvey, FAPT representative and Jackie Roberts, CSA Coordinator, attended.

Mr. Jennings called the meeting to order at 9:04 a. m.

CPMT members signed individual Code of Ethics statements for Carroll County FAPT/CPMT.

Motion was made by Ms Richardson and seconded by Mr. Larrowe to approve the minutes for the March 17, 2014 CPMT meeting. The minutes were approved.

Upon motion by Mr. Jennings, seconded by Mr. Larrowe, the CPMT accepted the current fund balance and reimbursement requests. A supplemental request will likely be made soon. Mr. Jennings shared a template provided by OCS auditor for additional report on funds that will coordinate with county treasurer records.

Mr. Jennings shared 4/21/14 OCS memo related to report format changes. The memo can be found on the CSA web-site.

Mr. Jennings, seconded by Ms. Richardson, stated: "Pursuant to Section 2.2-3711 (A) Code of Virginia, I move that the Carroll County Community Policy and Management Team convene a closed meeting for the purpose of discussion with the Family Assessment and Planning Team representative regarding case presentations exempted from open session, as authorized by Section 2.2-3711 (A) (1) of the Code of Virginia." This was approved by vote: Ayes: 8 Nays: 0 at 9:20 a.m.

Doug Garvey presented recommendations of the April 3, 2014 and April 10, 2014 FAPT meetings.

Mr. Jennings made a motion to return to open session. Mr. Jennings read: "I move that a certification be approved stating the Carroll County Community Policy and Management Team while in closed session discussed only public business matters lawfully exempted from the open meeting requirements as stated in Virginia Law and that only such public matters as were identified in the motion convening the closed meeting were heard, discussed, or considered." This motion was seconded by Mr. Larrowe and approved by vote: Ayes: 8 Nays: 0 at 9:48 a. m.

Upon motion by Ms. Richardson with second by Mr. Petty, the CPMT approved all cases (mandated and non-mandated) as presented.

Ms. Roberts shared possible impact to CSA of residential placements by parents/physicians.

A short break was held from 9:50 a. m. until 9:58 a. m.

Dr. Goad shared hand-outs from several sessions held at the CSA Conference in March.

The CPMT discussed the draft Audit Report.

Stephanie Bacote, OCS auditor, entered the meeting at 10:10 a. m. Ms. Bacote reviewed the draft Audit Report (attached). She noted that Carroll was the first locality that she has audited that had all required documents in the case files. The issues noted in the audit have been typical statewide. There is room for improvement but Carroll County is moving in the correct direction. The following items from the draft Audit Report were discussed:

Observation 1: This issue (payment for item not approved by Medicaid) is not limited to Carroll and is being reviewed at the state level. This does need to be addressed in the quality improvement plan.

Observation 2: Audit suggests review of co-pay policy.

Observation 3: Fiscal reports focus on expenditures but also need to include reimbursements, Medicaid adjustments, etc. Template has been shared by Ms. Bacote.

Observation 4: Long range plan needs to focus on program outcomes and include target dates and responsible parties.

Observation 5: Co-pay to fiscal agent rather than vendor has been corrected in policy.

Observation 6: Must maintain Statement of Economic Interest forms as part of public record.

Observation 7: Address training needs of new members and information to the community (addressed at March CPMT meeting).
Observation 8: CANS need to be completed and closed. There will be a short webinar on CANS this Friday, April 25, 2014. Link is on CSA web-site.

Ms. Bacote also reviewed verbal comments from the audit. CPMT can send additional comments by close of business on Monday, April 28, 2014. CPMT will have 45 days from final report to submit the quality improvement plan. Also, reports to the OCS auditor of changes that have been made are welcome. Carroll County will be on a three year audit cycle.

The next meeting will be on Monday, May 19, 2014 at 9 a.m.

Mr. Jennings adjourned the meeting at 11:29 a. m.