

**Community Policy and Management Team Minutes
King and Queen Courthouse, VA 23085
December 8, 2021**

PRESENT

Betty A. Dougherty, King and Queen DSS, Chair
Maddie Kieffer, Department of Social Services
Danielle Robinson, Regional Program Manager for Region 18
Linda Hodges, CSB Director
Kimberly Carlton, King and Queen County Health Department
Brittany Lawson, CSA Coordinator

The meeting was called to order at 10:04 on December 8, 2021 by Chair, Betty A. Dougherty.

ADOPTION OF AGENDA

Kimberly Carlton made a motion to approve the agenda. Danielle Robinson seconded the motion. Motion passed unanimously.

PREVIOUS MINUTES

A motion was made by Linda Hodges and seconded by Kimberly Carlton to approve the November 10, 2021 minutes. Motion passed unanimously.

CLOSED SESSION

Kimberly Carlton motioned to go into closed session pursuant to section 2.2-3711 A.4 of the Code of Virginia regarding the private matters of cases #XXXX and #XXXX. Danielle Robinson seconded the motion and the Team entered closed session.

Upon completion of the discussion Danielle Robinson motioned that the team return to regular meeting and Kimberly Carlton seconded the motion. A roll call was taken that only matters indicated were discussed in closed session. Aye votes were heard from Betty A. Dougherty, Danielle Robinson, Linda Hodges, and Kimberly Carlton.

OPEN SESSION

Upon a motion by Linda Hodges and a second by Kimberly Carlton the Team accepted and approved the FAPT recommendations for the following cases as follows contingent on funding from the State and County. Aye votes were heard from Betty A. Dougherty, Danielle Robinson, Linda Hodges, and Kimberly Carlton.

#XXXX

#XXXX

CODE OF ETHICS REVIEW

The Code of Ethics vote was tabled at the last meeting by Bruce Call who felt there was not enough of a quorum to vote. There have been two edits; the date of review and change of economic interest biannually. Brittany Lawson mentioned she would share any suggestion from the Team. The Team came to a general consensus that the Code of Ethics was good and Danielle Robinson made a motion to accept the Code of Ethics which was seconded by Kimberly Carlton. Motion was accepted and approved as presented. Aye votes were heard from Betty A. Dougherty, Danielle Robinson, Linda Hodges, and Kimberly Carlton.

CSA GRIEVANCE POLICY

CSA Grievance Policy was reviewed and accepted by members of the CPMT Team. Motion to approve the CSA Grievance Policy was made by Kimberly Carlton and seconded by Danielle Robison.

PSSF UPDATED ADDENDUM

So far, 5 Family Nights have been scheduled with educational incentives and food being projected. These incentives must support family togetherness. Virtual options are considered in case circumstances change and there is a need within the community. There will be feedback at the next meeting along with quarterly reports to judge participation. Family Nights are verified prior to being held and the events are directly billed to King and Queen Department of Social Services. Brittany Lawson has provided each school a description of what “family support” means in an effort to provide the most helpful services possible. Kimberly Carlton suggested that the schools come talk to CPMT prior to approving funding. Kimberly Carlton made a motion to accept the updated PSSF Addendum which was seconded by Danielle Robinson.

BUDGET REPORT

Maddie Kieffer presented the budget report for FY 21 as of November 30, 2021. YTD Expenditures were \$130,700.78 with Projected Expenditures to be \$305,688.52. This accounts for a \$992.00 repayment to CSA for a child deemed IV-E eligible. Total and Actual Projected Expenditures were \$435,397.30 but are subject to change pending more FAPT cases.

MEMBER/COMMUNITY UPDATES

Linda Hodges reported that the CSB remained understaffed; mobile crisis units are in place for children in need.

Danielle Robinson reported that there are 2 counties without teachers, specifically King and Queen and Middlesex. Online instruction has been created to serve those in need, even though there are fewer students enrolled.

Kimberly Carlton reported that numbers are increasing and expected to continue to rise; King William remains a hotspot for COVID-19. The Health Department continues to offer COVID Clinics for children ages 5-11. So far, King and Queen County as had a good turnout.

The next CPMT meeting will be held January 12, 2022.

The meeting was adjourned by Betty A. Dougherty.