

**Community Policy and Management Team Minutes**  
**King and Queen Courthouse, Hearing Room**  
**November 8, 2023**  
**10:00 A.M.**

**Present**

Bruce Call, Court Service Unit 9  
Kimberly Carlton, King and Queen Health Department  
Rosalyn Trent, Parent Representative  
Dr. Carol Carter, King and Queen County Schools Superintendent  
Amanda Campagnola, Director of Community Based Services  
Linda Cooke, Assistant Director  
Brittany Lawson, Family Services Supervisor  
Natalie Mitchell, CSA Coordinator  
Lisa Lose, Administrative Office Manager

The meeting was called to order at 10:02 on November 8, 2023, by Linda Cooke.

**ADOPTION OF AGENDA**

Kimberly Carlton made a motion to approve the agenda. Dr. Carol Carter seconded the motion. Motion passed unanimously.

**APPROVAL OF MINUTES**

Kimberly Carlton made a motion to approve the September 13, 2023, meeting minutes. Rosalyn Trent seconded the motion. All approved the minutes unanimously.

**CLOSED SESSION**

Closed session was motioned by Bruce Call, pursuant to section 2.2-3711 A.4 of the Code of Virginia regarding the private matters of cases #XXXX, #XXXX and #XXXX. Kimberly Carlton seconded the motion and the Team entered closed session.

Upon completion of the discussion Bruce Call motioned that the team return to regular meeting and Amanda Campagnola seconded the motion. A roll call was taken that only matters indicated were discussed in closed session. Motion passed unanimously.

## **OPEN SESSION – APPROVAL OF CASES**

Upon a motion by Kimberly Carlton and a second by Dr. Carol Carter, the Team accepted and approved the FAPT recommendations for the following cases #XXXX, #XXXX and #XXXX as follows contingent on funding from the State and County. Motion passed unanimously.

- #XXXX
- #XXXX
- #XXXX

## **PSSF GRANT REQUEST FOR PROPOSAL UPDATE**

Brittany Lawson informs the members that the Safe & Stable Grant is due Monday, November 13<sup>th</sup>. The CPMT meeting in December will be when everyone will present for the CPMT members to vote who will be granted the funds. The length of the grant is 5 years in the amount of \$18,000 total divide between who is voted. Brittany informs the members that Becca Pike and herself will be drafting the grant for the DSS.

## **FY23 PSSF EXPENDITURES**

Brittany Lawson notifies the members that she sends update email for the Expenditure FY23 Year End Report to who has funds remaining. It was asked by Bruce Call if any and who has shown interest and Natalie Mitchell responses The Fox Moon Farm Project as well as someone with nutrition has shown interest.

The time frame is from June 1, 2024 – May 31, 2025.

Dr. Carol Carter questioned who was in charge at the High School and Brittany replied that is was the principal. Brittany also informed that an email was sent to Lawson Marriott to inform them that they have \$4,000 remaining. DSS spent \$6,000 of the \$18,000 grant.

It was asked by Bruce Call if a quarterly report of the funds spent of the grant can be obtained and if an email to those that spent funds could be sent to ensure they renew.

Brittany instructed that Natalie implement this process to help. Brittany added that a renewal application must be sent each year.

## **BUDGET REPORT**

Lisa Lose presented the budget report for FY23 & FY 24.

## **MEMBER/COMMUNITY UPDATES**

Kimberly Carlton commended Brittany for a great job with the training day in October at The Fox Moon Farm Project.

Dr. Carol Carter states that since the High School has a theater the VHSL Team have competed, 1<sup>st</sup> time in 30 years. In addition there was a Professional Development, 3 45 minute rotations including Becca Pike and Deputy Cusick. Lastly Rob Wright has resigned and going to Virginia Department of Education.

Amanda Campagnola announced that their office is currently fully staffed. Healthy Families now offers lactation training.

Bruce Call informs everyone that they can look at the calendar to schedule presentations. Bruce Call says that the Director of Safety will reach out to Dr. Carol Carter to schedule a presentation.

The next CPMT meeting will be held December 13, 2023.

The meeting was adjourned at 11:04 pm by Linda Cooke.