

**Community Policy and Management Team Minutes**  
**King and Queen Courthouse, Hearing Room**  
**September 13, 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  
Tina Ammons, Finance Director  
Amanda Campagnola, Director of Community Based Services  
Linda Cooke, Assistant Director  
Brittany Lawson, CSA Coordinator  
Lisa Lose, Administrative Office Manager

The meeting was called to order at 10:01 on September 13, 2023, by Tina Ammons.

**ADOPTION OF AGENDA**

Rosalyn Trent made a motion to approve the agenda. Dr. Carol Carter seconded the motion with the correction to last month agenda removing Election For Chair and Vice Chair. Motion passed unanimously.

**APPROVAL OF MINUTES**

Dr. Carol Carter made a motion to approve the August 9, 2023, meeting minutes. Linda Cooke seconded the motion. All approved the minutes unanimously.

**CLOSED SESSION**

Closed session was motioned by Linda Cooke, pursuant to section 2.2-3711 A.4 of the Code of Virginia regarding the private matters of cases #XXXX, #XXXX, #XXXX, #XXXX and #XXXX. Amanda Campagnola seconded the motion and the Team entered closed session.

Upon completion of the discussion Kimberly Carlton motioned that the team return to regular meeting and Dr. Carol Carter 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 Dr. Carol Carter and a second by Rosalyn, the Team accepted and approved the FAPT recommendations for the following cases #XXXX, #XXXX, #XXXX, #XXXX and #XXXX as follows contingent on funding from the State and County. Motion passed unanimously.

- #XXXX
- #XXXX
- #XXXX
- #XXXX
- #XXXX

## **CSA AUDIT – SELF ASSESSMENT**

Brittany informed the members that she received an email that we will have an audit on November 30, 2023. Tina Ammons and Brittany Lawson will meet today to go through everything to then report to the team if anything is needed from any of them.

It was announced that we have a new CSA Coordinator Natalie Mitchell that will also be assisting Brittany with the audit. She had things gathered prior to her maternity leave so she has a jump start.

In addition to that Linda Cooke and Lisa Lose will be involved as well for the financial aspect.

## **FAPT/CPMT TRAINING DAY**

- SAVE THE DATE: October 20, 2023  
Location: The Fox Moon Project

The members are unanimously excited. Brittany explained the agenda for the event to bring awareness to the members.

## **BUDGET REPORT**

Lisa Lose presented the budget report for FY23.

## **MEMBER/COMMUNITY UPDATES**

Tina Ammons reported that she briefed the Board members on the Private Day Placement rates. The Board was pleased to have the heads up about the changes in budget. There will be another update in October if Private Day Placements have not yet improved.

Linda Cooke added that September 29<sup>th</sup>, 2023 marks the close of CSA Budget FY 23 and if not completed on this day there will be no reimbursements to the agency.

Brittany Lawson promoting Safe & Stable family August, September & October community needs assistances with. Thrive needs to pick 5 top needs to request proposal for next FY. This will need to be given before November meeting and is due in January. (Needs done prior to next quarter.) Brittany plans to send out an email and added to next meeting agenda.

The Health Dept. reports that covid numbers are rising with the return of child returning to school Kimberly Carlton announces. She informed the members that the COVID vaccination was approved and the Free one is now gone. Due to staffing they will be administered by basic nurses.

Dr. Carol Carter says that recently the stadium lights were installed. As reported before the High School is still in the works to rebuilding the football team. King & Queen Elementary School is now in the modules. All going well so far and attendance is good. Community Pride Day is the 2<sup>nd</sup> weekend of October and the parade is @ 9. There were no audit findings found and Lawson Marriott had minimum findings. Lastly there is no RFP scheduled for King & Queen Elementary School yet.

The next CPMT meeting will be held October 11, 2023.  
The meeting was adjourned at 10:56 pm by Tina Ammons.