

Community Policy and Management Team Minutes
King and Queen Courthouse, Conference Room
November 13, 2024
10:00 A.M.

Present

Tina Ammons, Finance Director
Amanda Campagnola, Middle Peninsula Northern Neck Behavioral Health
Dr. Carol Carter, Superintendent of King and Queen Schools
Linda Cooke, Assistant Director
Kimberly Carlton, Health Department
Bruce Call, Court Service Unit 9
Karen Forde, Health Navigator for THRIVE
Brittany Lawson, Family Services Supervisor
Lizzy Roberts, CSA Coordinator
Lisa Lose, Administrative Office Manager

The meeting was called to order at 10:00 on November 13, 2024, by Tina Ammons.

ADOPTION OF AGENDA

Dr. Carol Carter made a motion to approve the agenda. Amanda Campagnola seconded the motion. Motion passed unanimously.

APPROVAL OF MINUTES

Dr. Carol Carter made a motion to approve the October 9, 2024, meeting minutes. Linda Cooke 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 XXX, #XXXX XX, #XXXX XX, #XXXX XX & #XXXX XX. Kimberly Carlton seconded the motion, and the Team entered closed session.

Upon completion of the discussion, Linda Cooke 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 Bruce Call and a second by Amanda Campagnola, the team accepted and approved the FAPT recommendations for the following #XXXX XXX, #XXXX XX, #XXXX XX, #XXXX XX & #XXXX XX as follows contingent on funding from the State and County.

- #XXXX XXX
- #XXXX XX
- #XXXX XX
- #XXXX XX
- #XXXX XX

ANNUAL CPMT/FAPT RETREAT

The retreat is scheduled for Friday, November 22, right before Thanksgiving. The location is still to be determined, but it will be within the county. A “Save the Date” notice for the 22nd will be sent out. Feedback from the team on discussion topics for the retreat is still being awaited.

BUDGET REPORT

Lisa Lose presented the budget report for FY 25.

MEMBER/COMMUNITY UPDATES

- Board of Supervisors Retreat
Tina informed the group that the Board of Supervisors will hold a retreat on Friday and Saturday, November 15-16, to discuss long-range planning.
- Lower-End County Office Update
Exciting progress was shared regarding the new office at the lower end of the county, which is now complete and awaiting furniture and other final touches. The facility is set for Planning District (PDC) to move in December 1, with full operations, including public spaces and a conference room, and Sentara start January 1.
- Dr. Carter reports that Dr. Joy Davis gave a Culturally Awareness Presentation.
- The elementary school hosted a Trunk-or-Treat event.
- Playground equipment has arrived.
- Offices will be closed for Thanksgiving week but remained open on Veterans Day without receiving any calls.
- A Request for Proposal (RFP) has been submitted for architectural work on the bus garage, which includes painting and window updates.

- Winter sports have officially begun.
- Father/Daughter Dance
Registration is live for the “Father/Father-Like Figure and Daughter Dance,” scheduled for January 24, for Pre-K through 8th grade.
- Christmas Wish Apps
Apps end next Friday, November 22, with more sponsors than children signed up.
- Formal comments due from Tina December 6.

- Vaccine Clinic
The vaccine clinic has concluded. Follow-up efforts will resume in December to prepare for the spring clinic.
- Wreath-Making Event
A wreath-making workshop will be held in December at the library.

- Staffing Updates
 - Linda reported that the FSS and CSA Coordinator positions have been filled.
 - There has been an increase in interest and calls for open positions, showing improvement from before.
 - The Self-Sufficiency position remains vacant for the moment.
 - Efforts are underway to recruit for a Fiscal Assistant and an HSA position.

The next CPMT meeting will be held December 11, 2024.

Meeting was adjourned at 11:25 it was so moved by Tina Ammons.