

**CHARLOTTESVILLE/ALBEMARLE COMMISSION ON CHILDREN AND FAMILIES
MEETING MINUTES
MAY 3, 2006
ACOB-5TH STREET, CCF CONFERENCE ROOM**

MEMBERS PRESENT

Brian Bills, Albemarle Youth Representative
Martha Carroll, 16th District Court Service Unit
Shirley Copeland, Albemarle Citizen
Representative
Robert Cox, Charlottesville Dept. of Social
Services
Madison Cummings, Albemarle Citizen
Representative
Sara Dansey, Albemarle Citizen Representative
Leslie Harris-Scott, Charlottesville Citizen
Representative
Tim Heaphy, Charlottesville Citizen
Representative
Tracey Hopper, Chair, Charlottesville Citizen
Representative
Winx Lawrence, University of Virginia
Charles Martin, Private Provider Representative
Jon Nafziger, United Way-Thomas Jefferson
Area for Cathy Train
Kathy Ralston, Albemarle Department of Social
Services
Alia Stewart-Silver, Charlottesville Youth
Representative
Dr. Paul Wisman, Charlottesville Citizen
Representative

MEMBERS NOT PRESENT

David Bynes, Albemarle Citizen Representative
Dr. Susan McLeod, Thomas Jefferson Health
District
Dr. Pam Moran, Albemarle County Schools
Laura Purnell, Charlottesville City Schools
Neta Davis Region Ten Community Services
Board
Linda Peacock, City of Charlottesville
Roxanne White, Albemarle County

CCF STAFF PRESENT

Gretchen Ellis, Interim Director
Crystal Lantz, Utilization Review Manager
Megan Oliviero, CAC Coordinator
Linda Rahman, Program Assistant
Cindy Stratton, CSA Coordinator

OTHERS PRESENT

Megan Raymond, University of Virginia

HANDOUTS (prior to meeting)

Agenda for May 3, 2006 CCF meeting
March 1, 2006 CCF meeting minutes
Interim Director's Report
Charlottesville CSA Summary Financial Report
Albemarle CSA Summary Financial Report
CSA Meeting Minutes – February & March
2006
CSA Cost Containment Report Update
Utilization Review Manager Report (July '05-
March '06)

I. WELCOME AND INTRODUCTIONS

T. Hopper, Chair, called the meeting to order at 5:05p.m. and welcomed the Commissioners and public.

II. SPECIFICATION OF ITEMS TO BE ADDED AND ADOPTION OF AGENDA

- ◆ A motion to adopt the May 3, 2006 agenda was made by Madison Cummings and seconded by Charles Martin.

III. COMMENTS FROM THE PUBLIC

No comments were made.

IV. MINUTES FROM THE CCF MEETING FOR MARCH 1, 2006

A motion to approve the March 1, 2006 minutes was made by Charles Martin and seconded by Kathy Ralston.

- ◆ **THE COMMISSION APPROVED THE MINUTES OF THE MARCH 1, 2006 CCF MEETING.**

V. CSA QUARTERLY REPORT—

B. Cox presented an overview of CSA; describing how the CSA program is structured with the CSA Committee being the responsible entity for all CSA policies and programs and the three subcommittees under it (Program Subcommittee, Family Assessment & Planning Team and the Fiscal Subcommittee). He explained who “at-risk” children and families receiving CSA services are in our area and what types of problems they are experiencing and how CSA funds help meet the needs of these children and families. B. Cox gave a brief overview of how service and funding decisions are made and reviewed charts on the number of CSA cases and expenditures in Albemarle and Charlottesville from 1994 to 2005.

B. Cox reviewed the CSA Summary Financial Reports, March 2006 for FY2006 Services, for the City of Charlottesville and Albemarle County. He stated that the City and County are very similar in the number of youths served. Please see reports for detailed information.

VI. COST CONTAINMENT UPDATE

C. Stratton and G. Ellis gave a brief background on the Cost Containment Committee and the report that was distributed in 2004. C. Stratton stated that this is the first update since the report was distributed and introduced Crystal Lantz, the Utilization Review Manager who was hired as part of recommendation number one to implement a comprehensive utilization management system and implement the other recommendations and strategies of the CSA Cost Containment Report. She described how Ms. Lantz is contracted through Region Ten but has an office in the CCF offices.

C. Stratton reviewed each recommendation and the current status of each. Her review showed that the majority of the recommendations have been completed or are in the progress of being completed. She noted that Marley Peale had been hired as the part-time FAPT Coordinator and that FAPT is averaging seven cases per week (capable of handling 11 cases). The team is scheduling cases in 45 minute intervals with preference to cases where parents are present. They are currently seeing more parent involvement in the FAPT process. C. Stratton stated that the

single FAPT team is working out very well and that 30% of the localities in Virginia use a single FAPT team.

A quarterly newsletter has been established, C. Stratton advised, along with fifth Friday meetings to address Strategy 2 of Recommendation No. 3. to provide ongoing orientation and training for case manager staff in the CSA agencies. In addition, the Utilization Review Manager is available for consultation to ensure that necessary information is available for agency case managers to select service providers that use service methodologies of proven effectiveness whenever available (Strategy 5).

Other areas of discussion included:

- The Utilization Review Manager's progress in revising the language in the vendor terms and conditions that will clarify "unbundling" of combined service packages.
- Moving to having the State negotiate rates with vendors.
- Announcement of training for case managers on how to access alternative funding sources to be held in May.
- The Utilization Review Manager tracking Medicaid authorizations.
- Taking advantage of available federal funds in the Title IV-E Foster Care program by asking courts to let Foster Care Prevention Workers work with families.
- Continued County funding of Bright Stars and the addition of a Family Support Worker at Jack Jouett School.
- Ad hoc group of the Program Subcommittee is in the process of reviewing implementing a facility to accept and stabilize a child in a crisis situation who needs a CSA-funded emergency placement.
- The CSA Committee Chair, CSU director and staff met with the Juvenile Court judges in March and will continue meeting to address the issue of delinquent children being placed in foster care when less costly alternatives are available. W. Lawrence recommended involving the Bar Association.
- Interagency information sharing is in place.
- Chronic on-going issue with inadequate CSA administrative funding.

C. Lantz submitted a report to the Commissioners which summarizes the activities and current progress in the CSA utilization review and management efforts.

VII. NOMINATING COMMITTEE

T. Hopper requested volunteers to nominate the Commission on Children and Families' Executive Committee for fiscal year 2007. The following volunteered for the nominating committee:

Kathy Ralston
Sara Dansey
Winx Lawrence

The nominating committee will report on their nominations at the next CCF meeting on June 7, 2006.

VIII. CCF MEETING TIME

T. Hopper proposed that the Commission meetings be moved on a trial basis to 5:30pm-7:00pm to assist Commissioners that work late. All Commissioners agreed to the change for the next few meetings.

IX. INTERIM DIRECTOR'S REPORT

G. Ellis highlighted the Interim Director's Update for February 21 – April 21, 2006. She reported that:

- The feedback was very positive on the forum on “Child Protection through a Child's Eyes” held at the Mt. Zion First African Baptist Church and thanked Sara Dansey and the Girl Scouts for their valuable help.
- The committee which held the Gang Prevention forum in February will reconvene in June.
- The pilot summer work planning committee consists of larger non-profits and smaller community agencies who will work together to find 12 sites for 20 kids to work this summer. The City is also going to be involved with this.
- The second annual Celebration of Youth Service held on May 1st in the Charlottesville Pavilion was a great event with nine students honored. The food was catered by CATEC with a Jazz band from the Music Resource Center. 75 people were in attendance and it received good coverage from the news channels.
- Roxanne White and Linda Peacock were awarded the Snook Award, especially due to their work in establishing the CCF and their inter-governmental work between agencies.

X. MEMBER'S COMMENTS

G. Ellis announced that Alia Stewart-Silver was the 2006 recipient of the Emily Couric Leadership Scholarship.

T. Hopper congratulated Gretchen Ellis for receiving the Jefferson Area Victim Assistance Coalition's award in recognition for her exemplary efforts on behalf of crime victims during the National Crime Victims' Rights Week. She received this for her work with the Family Violence workgroup, the Multi-disciplinary team, and the establishment of the CAC.

K. Ralston stated that Habitat for Humanities bought the Southwood and Sunrise properties and suggested that the Commission take an interest in low-income housing by opening a dialog with Habitat for Humanities.

C. Martin stated that, contradictory to local news reports, the recent gang violence in Charlottesville did not take place or involve people from Friendship Court.

The meeting adjourned at 6:33p.m.

**THE NEXT MEETING OF THE COMMISSION WILL BE
JUNE 7TH, 2006
IN THE ALBEMARLE COUNTY 5TH STREET OFFICE BUILDING
CCF CONFERENCE ROOM
5:30pm to 7:00pm**