

Henry County
Community Policy and Management Team
Meeting Minutes
Thursday January 30, 2025—9:00 AM
Henry-Martinsville Department of Social Services

I. Call to Order:

Kelly Koebel, CPMT Chair called the meeting to order at 9:03 AM.

II. Roll Call:

The following team members attended the meeting:

Court Services Unit:

- Robert Hiatt, CSU Director-CPMT Co-Chair
- Holly Johnson, CSU Supervisor, Alternate

Piedmont Community Services:

- Kelly Koebel, PCS – CPMT Chair
- Dana Dehart, PCS – Alternate
- Erin Motley, PCS – Alternate

Henry/Martinsville Dept. of Social Services

- Amy Rice, Director of HMDSS
- April Evans, Assistant Director of HMDSS

Henry County Public Schools:

- Emily Taylor, Spec. Ed. Director
- Jeannette Hurd, Alternate
- Marcie Seay, Alternate

Martinsville/Henry Co Health Department

- Steve Bailey, Department of Health
- Verna Burnette, Alternate

Henry County Finance Department-Fiscal Agent

- Darrell Jones, Finance Dept.
- Andrea Amos, Alternate

Henry County Administration

- JR Powell, Deputy County Administrator
- Dale Wagoner, County Administrator

Private Provider:

- Billie White, Progressive Health Systems
- Sara Mullins, Private Provider Alternate

Parent Representative:

- Jonathan Martin

III. Public Comment

IV. Approval of Agenda:

Kelly Koebel called for the approval of the agenda. Billie White motioned to approve the agenda. April Evans seconded the motion. Motion carried by unanimous vote; agenda approved.

V. Consent Agenda:

- a. December 19, 2024, Meeting Minutes**
- b. CSA Pool Reimbursement Report**
 - a. Kelly Koebel called for the approval of the consent agenda. JR Powell motioned to approve the agenda. Billie White seconded the motion. Motion carried by unanimous vote; agenda approved.

VI. Old Business:

- a. Accounts payable check register – Fiscal agent, Andrea Amos
- b. Monthly Expenditures for January \$ 439,744.43
 - a. Year to Date Expenditures for FY25 \$2,210415.55
- c. Promoting Safe and Stable Families – 866 Report – by Robin Turner
 - a. FY25 Encumbered \$24,612.18 Balance \$20,660.82

VII. New Business:

VIII. Joint New Business:

- a. New Contract Approval
 - 1. Storms Counseling Services
Billie White motioned to approve. JR Powell seconded. Motion was carried by unanimous vote.
- b. 2025 CSA Calendar
 - 1. Yearly training scheduled for 3/20/2025. OCS CSA Conference will be held October 14-16, 2025. FAPT and CPMT date changes due to holidays, conference, and requests were discussed. April Evans motioned to approve the 2025 CSA Calendar as presented and JR Powell seconded the motion. Motion carried by unanimous vote.
 - 2. Rob Hiatt motioned to approve the change to DSS FAPT representatives. April Evans seconded the motion. Motion carried by unanimous vote.
- c. Remove Jaimee Powell as primary DSS FAPT representative, she will no longer be with the agency as of January 31, 2025. Lauren Wright will rotate to primary FAPT representative.
- d. Semi-Annual Feedback Surveys
 - 3. Surveys have been sent out electronically through Jotform. Surveys will close on January 31, 2025. Results will be discussed at the February 2025 CPMT meeting.
- e. Parent Representatives
 - 4. Martinsville CPMT & FAPT and Henry County FAPT are still in need of parent representatives. The locality has shared on social media, websites, partner websites with no interest. County and City approved a

small stipend for serving in the hopes to garner interest and we have had no response. CPMT discussed the possibility of speaking at local school board meetings in the future to discuss the need.

- f. CSA Self-Assessment Audit Local Findings
 5. Henry-Martinsville performed a local self-assessment audit in December 2024 and January 2025. Local findings were as follows:
 - a. Statement of Economic Interest for a FAPT Private Provider alternate was not on file. This was corrected on January 15, 2025.
 - b. March 20, 2024 yearly training sign-in sheet for employees housed at DSS was unable to be located. Training agenda along with electronic sign-in sheet for attendees outside of DSS were located in the Training Binder.
 - c. Martinsville CPMT, Martinsville FAPT, and Henry County FAPT lack parent representatives.
 - d. Completed CHINS checklist was not on file for two cases.
 - e. Correct mandates were used in the completion of purchase orders for IL cases. In some instances, the service placement and services description were incorrect based on guidance received from OCS.
 - f. Stakeholder and community partner surveys were not completed for FY24
 - i. Billie White motioned to accept the Self-Assessment Audit results and submit the audit to OCS. JR Powell seconded the motion. Motion carried with unanimous vote.

IX. Closed Session per Code of Virginia 2.2-3711 (A) (15)

Kelly Koebel called to go into a closed session at 9:35 AM to discuss cases, as allowed under COV 2.2-3711(15) of the Virginia Freedom of Information Act.

- April Evans motioned to go into closed session, JR Powell seconded. Motion was carried by unanimous vote.

- a. FAPT Cases – CSA Coordinator (see CPMT funding report)
 - a. CSU Case # 898560 Local only Funds
- b. New Foster Care Cases – DSS (Foster Care Review & CPMT funding report)
- c. IEP Cases – Schools
- d. Group Home and Residential Placement Reviews
 - a. PCS Case # 199958
 - b. PCS Case # 904717
 - c. DSS Case # 09886972
 - d. DSS Case # 8747934
 - e. DSS Case # 10571037
 - f. DSS Case # 1058534
- e. Private Day and Special Education Case Reviews

- a. School Case # 1017972486
- b. School Case # 1017441384
- c. School Case # 1019922436
- d. School Case # 1018224868
- e. School Case # 1018353638
- f. School Case # 1018985930
- g. School Case # 1018161875
- h. School Case # 1017972724
- i. School Case # 1017466280
- f. Therapeutic Foster Care Placement expenditures over \$6,500/mon.
 - a. DSS Case # 08575726
 - b. DSS Case # 08575732
 - c. DSS Case # 11634459
- g. Case review for expenditures over \$7,000/mon.
 - a. DSS Case # 8502150
 - b. DSS Case # 11057020
 - c. DSS Case # 6248898
 - d. DSS Case # 8633966
 - e. DSS Case # 9033827
 - f. DSS Case # 9033829
 - g. DSS Case # 10564527

Return to Open Meeting:

CPMT returned to an open meeting at 10:14 AM, on a motion by Billie White. JR Powell seconded. Motion carried by unanimous vote.

Certify closed meeting:

Robin Turner, CSA Coordinator read the certification of the closed meeting and took a roll call vote. Those voting in the affirmative were:

Court Services Unit:

- Robert Hiatt, CSU Director-CPMT Co-Chair
- Holly Johnson, CSU Supervisor, Alternate

Piedmont Community Services:

- Kelly Koebel, PCS – CPMT Chair
- Dana Dehart, PCS – Alternate
- Erin Motley, PCS - Alternate

Henry/Martinsville Dept. of Social Services

- Amy Rice, Director of HMDSS
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- Steve Bailey, Department of Health

- Verna Burnette, Alternate
- Henry County Finance Department-Fiscal Agent
 - Darrell Jones, Finance Dept.
 - Andrea Amos, Alternate
- Henry County Administration
 - JR Powell, Deputy County Administrator
 - Dale Wagoner, County Administrator
- Private Provider:
 - Billie White, Progressive Health Systems
 - Sara Mullins, Private Provider, Alternate
- Parent Representative:
 - Jonathan Martin

X. Approve CSA Funding Requests

Billie White motioned to approve CSA funding requests as presented. JR Powell seconded the motion. Motion carried by unanimous vote. Funding approved.

XI. Adjournment:

Next meeting is set for **Thursday February 27, 2025, at 9:00 AM at Henry-Martinsville Department of Social Services in the Auditorium.**

Kelly Koebel called to adjourn the meeting at 10:15 AM. Steve Bailey motioned to adjourn the meeting. Andrea Amos seconded the motion. Meeting adjourned.

- . CPMT minutes submitted by Robin Turner, Program Coordinator Supervisor