

**DIRECTOR**  
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# Department of Social Services

## County of Prince George

**BOARD OF SOCIAL SERVICES**  
Jeffrey D. Stoke – County Administrator



Community Policy & Management Team (CPMT) Meeting Minutes  
9:00 AM – Wednesday, June 7, 2023

**MEMBERS PRESENT:**

Bertha Judge, CPMT Chair / PG DSS Director  
Timothy Beard, PG County Court Services  
Donald Hunter, PG Board of Supervisors  
Lori Robertson, PG County Finance  
Kae Partin, PG County Schools

**MEMBERS NOT PRESENT:**

Diana Barnes, CSB D19  
Donald Edwards, Private Provider

**NON-MEMBERS PRESENT:**

Ami Williams, CSB D19 Designee

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**I. CALL TO ORDER AND ROLL CALL**

- B. Judge called the meeting to order at 9:07 am

**II. INTRODUCTIONS**

**III. APPROVAL OF MINUTES**

- Minutes from the May 3, 2023, meeting
- Motion to approve 1<sup>st</sup> D. Hunter 2<sup>nd</sup> L. Robertson

**IV. ANNOUNCEMENTS**

- Kae will be absent for the July meeting – T. Beard has agreed to Chair.

**V. OLD BUSINESS**

- The PG Annual Strategic Plan was reviewed and updated. All members need to sign the approved finalized copy.

**VI. NEW BUSINESS**

- Discussed CSA Fiscal updates on invoice/payments- Kae announced that the CSA payments would be moved to Stephanie Estep the Office Secretary for the new school year. She will now be included in all communications.
- 12<sup>th</sup> Annual CSA Conference will be in Roanoke again this year. Pre- conference will be held on 10/16 and the Conference 10/17-10/18/23. Registration will open on 5/15/2023. OCS will pay the Government Rate for CSA Coordinators only. All other registrants will pay the regular rates due to this CSA will limit the number of

attendees this year. \*\*Conference registration has been paid for seven participants and lodging has been booked for six participants.

- The CPMT Chair and Vice Chair will rotate on 7/1/2023- It will end the DSS term for Bertha Judge. The new term rotates to PG Schools and Vice Chair D19.
- Discussed changes with Believe-N-U Academic Development Center. They have changed to be an all-year school starting June 2023. Their school will no longer end on 6/16/23 but extend until 6/30/23. This change will result in paying an additional two weeks for four students. This change will cost an additional \$13,615.00 for June. This item is being tabled for the next meeting to allow time to consult with the County Attorney. \*\*The County Attorney has stated the ESY services per child follow the IEP. Those students who require ESY services are required to receive the additional days in June because the IEP follows the school calendar if it's year-round.
- T. Beard would like to Congratulate DSS and Foster Care worker C. McRae on their dedication to the RT case and the good results.

#### **VII. EXECUTIVE SESSION**

Motion to convene in Executive Session pursuant to 2.2-3711 (A) (4) and (15), and in accordance with the provisions of 2.2 – 5210 of the Code of Virginia for proceedings to consider the appropriate provision of services and funding for a particular child or family or both who have been referred to the family assessment and planning team and whose case is being reviewed by the community policy and management team.

- 1<sup>st</sup> D. Hunter 2<sup>nd</sup> Kae Partin

#### **VIII. MOTION TO RETURN TO OPEN SESSION**

- 1<sup>st</sup> D. Hunter 2<sup>nd</sup> T. Beard

#### **IX. CERTIFY COMPLIANCE BY ROLL CALL (10:32 am)**

Move that the members of the Prince George County CPMT certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.

#### **X. MOTION FOR APPROVAL OF CPMT DESIGNEE**

- Jean Hill-Atkins is the only applicant that has expressed interest in the vacant Parent Representative position.
- 1<sup>st</sup> T. Beard 2<sup>nd</sup> L. Robertson

#### **XI. MOTION FOR CASE APPROVAL**

- Motion to approve cases discussed in closed session.
- 7 cases reviewed & 3 cases requesting funding.
- Requested 2022-2023= \$11,314.58
- B-N-U additional 2022-2023 June funding= \$13,615.00
- Requested 2023-2024= \$91,846.00
- 1<sup>st</sup> L. Robertson 2<sup>nd</sup> D. Hunter

**XII. ADJOURNMENT**

- Motion to adjourn being no further business to discuss. CPMT adjourned at 10:33 a.m.

**NEXT MEETING:**

CPMT will be Wednesday July 5, 2023, 9:00 a.m. at Prince George County Social Services Training Room.