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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, November 1, 2023

BOARD OF SOCIAL SERVICES
6450 Administration Drive

MEMBERS PRESENT:

Diana Barnes, CSB D19/CPMT Chair
Timothy Beard, PG County Court Services
Jennifer McGuire, PG County Schools
Lori Robertson, PG County Finance
Donald Edwards, Private Provider
Donald Hunter, PG Board of Supervisors

MEMBERS NOT PRESENT:

Jean Hill-Atkins, Parent Representative
Bertha Judge, PG DSS Director

NON-MEMBERS PRESENT:

Monica Thompson, PG County Finance
Felicia Jones, PG DSS

I. CALL TO ORDER AND ROLL CALL

- D. Barnes called the meeting to order at 9:09 am

II. APPROVAL OF MINUTES

- Minutes from the October 4, 2023, meeting
- Motion to approve 1st D. Hunter 2nd D. Edwards
Donald Hunter

III. ANNOUNCEMENTS

IV. OLD BUSINESS

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

V. NEW BUSINESS

- Discussed the 12th Annual CSA Conference highlights held in Roanoke, Virginia 10/16/23-10/18/23.
- Reviewed and Discussed Admin Memo #23-10: Eligibility for CSA Funding for Private Special Education Placements. This Admin Memo supersedes Admin Memo #18-01 issued 1/11/2018. A CPMT must confirm a child is eligible to receive funding under Virginia code 2.2-5212. CPMT can deny funding for Private Day and Private Residential Special Education placements if the parent/legal guardian refuses to sign the consent to share information between the school and the local CSA office.

- Reviewed CSA expenditures for 2024: August \$22,475.15, September \$52,912.58 and October \$33,873.20 = Total \$109,260.93 and Current Encumbrances total \$1,824,111.71
- Virtual presentation from Lori Strumpf from Strumpf Associates regarding Strategic Planning. She has worked with Fluvanna County and King George County DSS offices as well as several local government, economic development, and workforce boards. For the cost budgeted for this expense she can provide two site visits to assist us with developing a professional Strategic Plan. The first visit would be a focus group session with our FAPT, CPMT, CSB, School & Private Providers. She would review previous Strategic Plans and yearly sample of trends for each funding category. We would determine our challenges, strengths, weaknesses, goals, and objectives. We want our Strategic Plan to be date driven and customer focused. We need to be able to track data and outcomes. The second visit would be to develop and implement realistic measurable goals.

VI. 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.

- 1st D. Hunter 2nd D. Edwards

VII. MOTION TO RETURN TO OPEN SESSION

- 1st T. Beard 2nd L. Robertson

VIII. CERTIFY COMPLIANCE BY ROLL CALL (9:20 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.

IX. MOTION FOR CASE APPROVAL

- Motion to approve cases discussed in closed session.
- 6 cases reviewed & 5 cases requesting funding.
- Requested 2023-2024= \$80,277.60
- 1st D. Edwards 2nd T. Beard

X. ADJOURNMENT

- Motion to adjourn being no further business to discuss. CPMT adjourned at 10:19 a.m.

NEXT MEETING:

CPMT will be Wednesday December 6, 2023, 9:00 a.m. at Prince George County Social Services Training Room.



COMMONWEALTH of VIRGINIA


OFFICE OF CHILDREN'S SERVICES
Administering the Children's Services Act

Scott Reiner, M.S.
Executive Director

Administrative Memorandum #23-10

To: CPMT Chairs
CSA Coordinators

CC: Dr. Samantha Hollins, Virginia Department of Education

From: Scott Reiner, Executive Director 

Date: October 20, 2023

Subject: Eligibility for CSA Funding for Private Special Education Placements

The Office of Children's Services continues to receive inquiries concerning circumstances in which parents/legal guardians of students referred to local Children's Services Act ("CSA") programs for funding of private special education programs per their Individualized Education Programs ("IEPs") refuse to sign a consent to share information between the school and the local CSA office.

As with all CSA funding, a Community Policy and Management Team ("CPMT") must confirm that a child is eligible to receive funding under Virginia Code § 2.2-5212. Students who require private day or private residential special education are eligible for funding under CSA pursuant to Virginia Code § 2.2-5212(A)(3). A CPMT must verify eligibility for CSA funding as the State Executive Council is required to deny funding to a locality that does not provide services in compliance with any state law or policy or federal law. See Virginia Code § 2.2-2648(D)(20). Therefore, without the records that are necessary for the CPMT to verify the student's eligibility for CSA funds, CSA may not reimburse a locality's costs for providing private special education for the student. This is consistent with prior practice.

A local school division may still be responsible for the costs in order to provide a Free and Appropriate Public Education (FAPE) for these students under the federal Individuals with Disabilities Education Act (IDEA).

This supersedes and replaces Administrative Memo #18-01.




COMMONWEALTH of VIRGINIA

OFFICE OF CHILDREN'S SERVICES
Administering the Children's Services Act

SCOTT REINER, M.S.
Executive Director

Administrative Memo #18-01

To: CPMT Chairs
CSA Coordinators

From: Scott Reiner, Executive Director 

Date: January 11, 2018

Subject: Parental Consent for Information Sharing for CSA Special Education Funding

This office has received several inquiries concerning circumstances in which parents/legal guardians of students referred to local CSA programs for funding of private special education programs per their IEPs are refusing to sign a consent to share information between the school and the local CSA office.

Consultation with the Office of the Attorney General has confirmed the following:

1. Without parental consent, local school divisions cannot share student's educational records (including IEPs) with CPMTs. This includes the student's "directory information" as well as the educational record. Such disclosure without consent would constitute a violation of the Family Educational Rights and Privacy Act (FERPA).
2. Without such information, CPMTs cannot verify that the students are statutorily eligible for CSA funded services and would therefore be unable to authorize the use of CSA funds to cover the costs of private educational placements required by the student's IEP. The local school division would be responsible for the costs in order to provide a Free and Appropriate Public Education (FAPE) for these students under the federal Individuals with Disabilities Education Act (IDEA).
3. Section 2.2-5209 of the Code of Virginia contemplates this scenario and states: "In cases involving the denial of state pool funds resulting from parental refusal to consent to release of student records under federal law, where such refusal precludes the development of placement through the family assessment and planning team process or the approved collaborative, multidisciplinary team process, an appeal for good cause may be made to the [State Executive] Council." Local school divisions could thus appeal

the denial of CSA funds in these cases, however the State Executive Council would still be bound by the statutory requirements for verification of eligibility and funding under the CSA. Local school divisions would need to consult with their own legal counsel to determine what remedies, if any, may be available to them.

Therefore, without parental consent allowing the school division to disclose to the CPMT student's educational information and records that are necessary for the CPMT to (i) verify the student's eligibility for CSA funds and (ii) to submit the proper information about such student in the CSA data system (e.g., name, date of birth, Student Testing Identifier), CSA must deny funding for these placements.

This supersedes any previously issued guidance on this matter and will be applied prospectively from the date of issue of the Administrative Memorandum. Currently funded cases through CSA can be continued until the end of the current school year, at which time the provisions of this Memorandum would take effect.

Thank you for your attention to this matter.

PRINCE GEORGE COUNTY
 CSA FISCAL YEAR NET EXPENDITURE REPORT
 FISCAL YEAR 06/30/2023 CSA EXPENDITURES
 FROM 07/01/2023 THROUGH 09/30/2024

MONTH & YEAR	GROSS EXPENDITURES	REFUNDS, ADJUSTMENTS & REIMBURSEMENTS	CANCELLED WARRANTS	NET EXPENDITURES	MANDATED EXPENDITURES	NON-MANDATED EXPENDITURES	WRAP AROUND EXPENDITURES	NET EXPENDITURES
JULY 2023	109,552.21	(50.00)	0.00	109,502.21	108,590.21	0.00	912.00	109,502.21
AUGUST 2023	281,553.42	0.00	0.00	281,553.42	281,553.42	0.00	0.00	281,553.42
SEPTEMBER 2023	6,354.40	0.00	0.00	6,354.40	6,354.40	0.00	0.00	6,354.40
TOTAL	397,460.03	(50.00)	0.00	397,410.03	396,498.03	0.00	912.00	397,410.03

PRINCE GEORGE COUNTY
 CSA FISCAL YEAR NET EXPENDITURE REPORT
 FISCAL YEAR 06/30/2024 CSA EXPENDITURES
 FROM 07/01/2023 THROUGH 09/30/2024

MONTH & YEAR	GROSS EXPENDITURES	REFUNDS, ADJUSTMENTS & REIMBURSEMENTS	CANCELLED WARRANTS	NET EXPENDITURES	MANDATED EXPENDITURES	NON-MANDATED EXPENDITURES	WRAP AROUND EXPENDITURES	NET EXPENDITURES
AUGUST 2023	22,525.15	(50.00)	0.00	22,475.15	22,475.15	0.00	0.00	22,475.15
SEPTEMBER 2023	52,962.58	(50.00)	0.00	52,912.58	52,232.58	0.00	680.00	52,912.58
OCTOBER 2023	33,923.20	(50.00)	0.00	33,873.20	33,873.20	0.00	0.00	33,873.20
TOTAL	109,410.93	(150.00)	0.00	109,260.93	108,580.93	0.00	680.00	109,260.93

PRINCE GEORGE COUNTY
 CSA FISCAL YEAR NET EXPENDITURE REPORT
 FROM 07/01/2023 THROUGH 09/30/2024

MONTH & YEAR	06/30/2023 FISCAL YEAR EXPENDITURES	[REDACTED]	06/30/2025 FISCAL YEAR EXPENDITURES	TOTAL NET EXPENDITURES
JULY 2023	109,502.21	0.00	0.00	109,502.21
[REDACTED]	281,553.42	[REDACTED]	0.00	304,028.57
[REDACTED]	6,354.40	[REDACTED]	0.00	59,266.98
[REDACTED]	0.00	[REDACTED]	0.00	33,873.20
NOVEMBER 2023	0.00	0.00	0.00	0.00
DECEMBER 2023	0.00	0.00	0.00	0.00
JANUARY 2024	0.00	0.00	0.00	0.00
FEBRUARY 2024	0.00	0.00	0.00	0.00
MARCH 2024	0.00	0.00	0.00	0.00
APRIL 2024	0.00	0.00	0.00	0.00
MAY 2024	0.00	0.00	0.00	0.00
JUNE 2024	0.00	0.00	0.00	0.00
JULY 2024	0.00	0.00	0.00	0.00
AUGUST 2024	0.00	0.00	0.00	0.00
SEPTEMBER 2024	0.00	0.00	0.00	0.00
TOTAL	397,410.03	[REDACTED]	0.00	506,670.96
TOTAL PER REPORT				506,670.96
LESS JULY 2024				0.00
LESS AUGUST 2024				0.00
LESS SEPTEMBER 2024				0.00
TOTAL NET EXPENDITURES FOR THE PERIOD JULY 2023 TO JUNE 2024				506,670.96



**STRUMPF
ASSOCIATES**

CORPORATE SUMMARY

Strumpf Associates: Center for Strategic Change (SA) is a small women owned firm located in Washington, DC that provides organizational change consulting and facilitation to a variety of institutions, including community-based organizations, local governments, city and county councils, schools, social service agencies, and workforce entities. SA works nationwide as an organizational change consultant, helping public institutions and multi-agency initiatives develop integrated service delivery systems, become more business-like in process management and results, and transform organizations to quality managed workplaces. SA helps not for profit and government organizations improve the quality of their delivery systems and services by becoming high performance workplaces. We provide technical assistance, leadership training, partnership facilitation, creative problem solving, and practical research linked to best practices - all designed to improve customer satisfaction.

Our firm offers an unparalleled depth of experience in the human services, community development and organization development fields, including knowledge of best practices from other communities across the country that have tackled the issue of diversifying funding, developing technology driven solutions, developing new service structures including fee for service, and joint planning and integrated service delivery to better serve customers. Our strengths are a comprehensive understanding of how to apply business practices in the public sector as well as human service delivery in the context of broader economic and community development efforts and what it takes to change organizations to deliver quality services. Strumpf Associates has over 35 years of experience in strategy development and change management in public systems.

Since our inception in 1984, Strumpf Associates has been dedicated to the principles of quality as the foundation for re-engineering systems and restructuring services. We have worked with several organizations for a period of years to accomplish a change in organizational culture dedicated to the principles and practices of continuous improvement. These organizations include Montgomery County Hospice to develop a strategy and implementation plan with the board to merge their foundation with their 501c3; the Montgomery County (MD) Executive and the County Council to create a 501c3 to privatize the delivery of workforce services to be able to operate at the 'speed of business' for all the residents of Montgomery County and we functioned as the acting director during the start-up phase of the organization; the Riverside County Workforce Development Board to become a high performance organization; Albemarle County Department of Social Services to become a high performance organization; Prince William County Department of Social Services to become a high performance organization; the Northern Virginia Community College System to merge six non-credit departments across six campuses into one department with one set of processes and systems.

SA facilitates the development of strategic plans for all the organizations above. Recently we have also facilitated strategic planning for King George VA DSS, Love Thy Neighbor Food Bank in King George, and Fluvanna DSS.

SA helps organizations to become customer focused, results oriented, data driven, and more 'lean' through effective process management. As part of that work we facilitate strategic planning for the organization. We help each organization create a strategic planning framework that includes a strategic planning cycle with regular time intervals that includes updating the strategic plan on a schedule and beginning the process of developing a new plan. Strumpf Associates also assists these organizations in developing a business plan/operational plan that drives implementation of the strategies.

Strumpf Associates conducts organizational assessments for city and county governments, WDBs, community-based organizations, and community colleges. The purpose of these assessments is to examine what services are currently offered to businesses and jobseekers in the context of labor market needs; the processes that support the service delivery system; the leadership system (inclusive of internal and external partners); and the processes that support fiscal and administrative operations. The resulting opportunity analysis includes actionable strategies and a path forward to implement improvement strategies. Most recently we have conducted assessments for Los Angeles Mission Community College Workforce Development (CA), Bowling Green Economic Development (KY), and the Capital Region Workforce Development Board (VA).

Strumpf Associates has developed targeted industry sector approaches designed to create an integrated, one stop approach to providing services to businesses. We have worked with Northern Virginia Community College's Division for Workforce Development as well as numerous workforce boards around the country to create sustainable alliances that identify both current and future workforce needs in high demand, high growth industry sectors that support family sustaining wages. We have interviewed and surveyed over 2,000 businesses in the last ten years to identify their needs for a demand driven workforce development system, to identify their future workforce challenges, and their 'skills gap' issues.

Strumpf Associates manages and operates programs in several areas across the country. We managed a US DOL Workforce Innovation Fund Grant for 4 years in Riverside County, CA. This six million-dollar, 4-year project served 664 18-24-year-old young adults across 3 counties in southern CA. Currently, we operate a young adult program for the Bay WIB in Fredericksburg, VA. Over the last several years, Lori has helped her clients create 501c3's and 501c4s as part of the organization's strategy to expand their service footprint and to diversify funding. She has also served as the Interim Director of four workforce development boards for a period of 1 to 2 years.

Our vision is to excel at partnership with our customers to invest our resources, skills, ingenuity, and dedication to create positive change. We seek to do all we can to inspire others to join us and make a difference within their communities. Our mission is to manage change, build systems and improve quality by helping organizations re-think their business and refine their services.

Strumpf Associates: Center for Strategic Change provides change management consulting to not for profit community-based organizations as well as state and local government agencies. The outcome of organizational development and changing organizational practice is to make these agencies more efficient, effective and more customer-focused. In general, we provide:

- Systems development and related implementation assistance;
- Ongoing technical and facilitation support for integration teams;
- Ongoing assistance to develop a knowledge management system to maintain quality assurance and standard operations for core processes;
- Assistance in developing a systemic approach to customer satisfaction data collection and analysis.

Lori Strumpf has over thirty-five years in the fields of human services, community development and workforce and economic development. Lori has been in business as Strumpf Associates: Center for Strategic Change for over 35 years. She is a nationally recognized expert in organizational development and change management, training and design for education, training, and human resource development systems and program management. Lori Strumpf has a Masters and Specialist Degree in Educational Counseling from the University of Florida.

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