

Minutes of CPMT Meeting on January 17, 2023

The meeting was called to order at 1:30pm.

Members Present: Alan Partin, Wendy Sneed, Macine Williams, Debra Susler, Lynn Wingfield, CSA Coordinator Krista Hill was present.

Members Absent: Paulette Heron, Brandie Williams, Natasha Cheek

Meeting Location: Caroline Social Services

Approval of Minutes

Macine Williams made the motion to approve the December 20, 2022, minutes, second by Debra Susler all members in favor.

Executive Session

Wendy Sneed made a motion to go into executive session, second by Macine Williams, with all members in favor to enter closed, meeting pursuant to Virginia Code 2.0—3711A (15) to discuss medical records excluded from 2.2-3711 pursuant to subdivision of 1 of 2.2-3705.5.

Debra Susler made a motion to exit Executive Session, second by Macine Williams, with all members in favor.

Upon returning to the open meeting, members were polled regarding closed session just held.

“I move that the CPMT members certify that to the best of each members knowledge only public business matters lawfully exempted from the open meeting requirement by Virginia law were discussed in closed meeting to which certification applies, and only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the CPMT members.”

Natasha Cheek- yes Macine Williams-yes Debra Susler- yes Lynn Wingfield-yes

Paulette Heron- absent Alan Partin- yes Wendy Sneed- yes Brandie Williams- absent

Funding Requests

Motion was made by Macine Williams, second by Wendy Sneed, with all members in favor to approve the funding requests as submitted.

Old Business

- A. Budget Report was reviewed.
- B. Policy Revision (Parent and Provider terms) was reviewed, and no changes were made to the existing policy.

New Business

- A. The January Local Aggregate Data was reviewed and discussed that there will be some changes in the data that is being collected any discussed.

B. Long Range Strategic Plan was tabled until next month when RACSB can be present their data regarding Daily Living Assessment. Members were asked to review the current goals and suggest updates/ changes/ additions.

C. Documentation Inventory/ Utilization Management Plan was reviewed. was reviewed. Three cases were read. One case had no errors. Two cases had corrections regarding release of information forms and vendor insurance requirements.

VII. Adjournment

With no further business the meeting was adjourned.