

Minutes of CPMT Meeting on April 18, 2023

The meeting was called to order at 1:31 pm.

Members Present: Alan Partin, Wendy Sneed, Debra Susler, Paulette Heron, Natasha Cheek, Stephaine Terrell and CSA Coordinator Krista Hill was present.

Members Absent: Brandie Williams, Shermeka Latney Baker

Meeting Location: Caroline Social Services

Approval of Minutes

Macine Williams made the motion to approve the March 21, 2023, minutes, second by Natasha Cheek all members in favor.

Executive Session

Natasha Cheek 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.

Wendy Sneed made a motion to exit Executive Session, second by Debra Susler, 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	Shermeka Latney Baker-absent
Paulette Heron-yes	Alan Partin-yes	Wendy Sneed-yes	Brandie Williams- absent
Stephanie Terrell- yes			

Funding Requests

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

Old Business

- A. Budget Report was reviewed.

New Business

- A. March Local Aggregate Data reviewed and discussed.
- B. Vendor Contract Review was reviewed and discussed.
 1. There was a motion made to change Section 14 of the contract.
- C. Review data/ progress from strategic plan was discussed and reviewed we will come back to discuss the strategic plan when RACSB has time to review their goal and make any necessary changes to it.
- D. OCS Critical Gap Survey was started.

VII. Adjournment

With no further business the meeting was adjourned.

