

## **Minutes of CPMT Meeting on August 15, 2023**

The meeting was called to order at 1:33 pm.

**Members Present:** Alan Partin, Wendy Sneed, Debra Susler, Paulette Heron, Brandie Williams, Shermeka Baker Latney, and CSA Coordinator Krista Hill was present.

**Members Absent:** Macine Williams, Natasha Cheek

**Meeting Location:** Caroline Social Services

### **Approval of Minutes**

Brandie Williams made the motion to approve the July 18, 2023, & August 4, 2023, minutes, second by Debra Susler all members in favor.

### **Executive Session**

Wendy Sneed made a motion to go into executive session, second by Brandie 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-absent   Macine Williams-absent   Debra Susler-yes   Shermeka Baker Latney-yes  
Paulette Heron- yes   Alan Partin-yes   Wendy Sneed- yes   Brandie Williams-yes

### **Funding Requests**

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

### **Old Business**

- A. Budget Report was reviewed.
- B. Review of CPMT Policy Manual was discussed and reviewed there will be further revisions to non-mandated population, public school case management, and attendance policy for students in private day settings are being researched to be discussed in the next meeting.

### **New Business**

- A. July Local Aggregate Data was reviewed and discussed.
- B. Shermeka Baker Latney appointed as parent representative was reviewed and discussed.
- C. FAPT and CPMT Retreat was reviewed and discussed the location was shared as well as the tentative speakers for the event. A reminder was given that there is still space left for sign up for food or donations towards the event.

## **VII. Adjournment**

With no further business the meeting was adjourned.