

City of Suffolk
Community Policy and Management Team
August 19, 2020
9:00 am
~~**Social Services Building, Third Floor Conference Room**~~
WTCSB Harbour View Office, 7025 Harbour View Blvd, Suite 119, Suffolk

1. Call to Order
2. Approval of the minutes of the July 15, 2020 meeting (enclosure)
3. Financial Report
4. Guest – Jay Smigielski, Purchasing Agent, City of Suffolk – to discuss Contracting Process (enclosure of current RFQ, contract and local policy)
5. Closed Session to Consider Pending Cases:
All cases involve funding requests unless otherwise noted: See attached list
6. Old Business
 - A. Review Revision of Policy & Procedure Manual – Sections: Utilization Management and Intensive Care Coordination – revise contracting process and approve changes (enclosure)
 - B. Items from Members
7. New Business
 - A. Family Satisfaction Surveys and Vendor Surveys for FY 2020 (enclosure)
 - B. E Learning Course for CPMT – Can CSA Pay? CPMT members (20 minute video)
 - C. Items from the Members
8. Adjourn

CPMT Officers Effective July 1, 2020

Chair – Saniyyah Manigault, Suffolk DSS

Vice-Chair – Donna Boykin, WTCSB

Secretary – Shawn Sawyer, TYSC

Benchmarks/Objectives for FY 2020

- 1) Reduce the number of children in congregate care placements.
 - a) Increase public awareness of CSA
 - b) Increase referrals of at risk youth at a younger age than the average age at which youth are entering foster care
 - c) Provide annual and stop gap training to case managers from all public agencies who make referrals to CSA regarding the purpose and benefits of referral to CSA as well as the use of evidence based practices and least restrictive community based alternatives.
- 2) Reduce the length of stay in congregate care placements.
 - a) Continue intensive care coordination on all congregate care cases.
- 3) Maintain the cost per child at or below the state average.
 - a) Educate stakeholders regarding community resources, including evidence based practices, that can be utilized to maintain children in the community and provide potential alternatives to congregate care.

4. Maintain minimum attendance at CPMT and FAPT. (75% per year per agency).
 - a) Continue alerting all members of annual calendar of regularly scheduled meetings as well as emailing meeting reminder and agenda one week ahead of each meeting.
 - b) Restructure CPMT meetings to focus less on cases in closed session and focus more on long range community wide planning and continuous quality improvement (CQI).

