

**State Executive Council (SEC) Executive Committee Meeting  
Richmond Room  
1604 Santa Rosa Road  
Richmond, VA 23229  
August 16, 2018**

**Attending:**

The Honorable Daniel Carey, M.D., Secretary of Health and Human Resources  
Angela Valentine for Andrew Block, Director, Department of Juvenile Justice (DJJ)  
Tammy Whitlock for Jennifer Lee, M.D., Director, Department of Medical Assistance Services (DMAS)  
Courtney Gaskins, Ph.D., Director of Program Services, Youth for Tomorrow  
Duke Storen, Commissioner, Virginia Department of Social Services (VDSS)  
Eric Reynolds, Assistant Attorney General, Office of the Attorney General  
Scott Reiner, Executive Director, Office of Children's Services (OCS)  
Zandra Relaford, Assistant Director (OCS)  
Marsha Mucha, Administrative Assistant (OCS)

**Guests:**

Janet Areson, Virginia Municipal League

**Call to Order and Approval of Minutes**

Secretary Carey called the meeting to order at 12:40 p.m. and welcomed everyone. Introductions were made.

The minutes of the May 24, 2018 meeting were approved on a motion by Courtney Gaskins, seconded by Angela Valentine and carried.

**Review of Current Executive Committee Membership**

Mr. Reiner reported that, as discussed at the last meeting, Dr. Melton (DBHDS) has been added as a member of the Executive Committee. A representative from DOE is in the process of being identified.

**SEC Membership Status**

Mr. Reiner reported that three new members have been appointed to the SEC. Those members are:

- The Honorable Willie Greene, Vice Mayor, City of Galax – representing local government
- Amanda Stanley, DePaul Community Resources – representing private providers, succeeding Greg Peters
- Jessica Stern – representing parents

Mr. Reiner has met with each of the three and provided an orientation to the SEC. Maurice Jones (local government representative) has moved to a new position and the Secretary of the Commonwealth is in the process of filling that vacancy.

**Potential September 20, 2018 SEC Meeting Agenda Items**

- *Approval of Audit Repayment Plan* – Mr. Reiner noted that members had a copy of an Agreement and Plan of Repayment between OCS and the City of Hopewell. If approved by the SEC, the repayment would take place over a 10-year period.

- *Proposed CANS Policy* - Mr. Reiner distributed a summary of the public comment responses to the Notice Stage of the proposed SEC Policy on the Child and Adolescent Needs and Strengths (CANS).

A workgroup facilitated by Carol Wilson (OCS Program Consultant) has been charged with developing policy, based on existing guidance, for the CANS. A draft policy will be presented for the SEC's consideration at its September meeting. If approved, the draft policy would be disseminated for public comment. Final approval of the proposed policy would be scheduled for the SEC's December meeting.

- *Possible Update of SEC Policy 2.1.3* – Mr. Reiner reported that the proposed changes to the policy, which addresses individual SEC member participation in SEC meetings by electronic means, reflects updates to § 2.2-3708.2 of the Code of Virginia. No substantive changes are being made.
- *Presentation* – Mr. Reiner suggested several options for informational presentations for the September SEC meeting. Members decided on a presentation from DMAS on their behavioral health transformation efforts.

## Updates

Mr. Reiner provided brief updates on the following:

- *Family First Prevention Services Act/Three Branch Institute* – Mr. Reiner reported that four workgroups have been established and have begun meeting to address implementation of the Family First Prevention Services Act in Virginia. The workgroups are: Finance, Prevention Services, Evidence-Based Practices, and Appropriate Foster Care Placements. OCS staff are serving on each of the workgroups.
- *Utilization Management Workgroup* - Ms. Relaford reported that the workgroup is in the process of developing tools and consistent terms to make the UM planning process for localities user friendly. The Workgroup is recommending a name change from Utilization Management (UM) to Continuous Quality Improvement (CQI). As part of the process, the workgroup will develop indicators, tools and measures (including local dashboards) to support CQI. The Workgroup will meet again on September 14.
- *CCCA Discharge/Census Collaboration* - Mr. Reiner reported that OCS has facilitated meetings of various stakeholders and residential placement providers to continue the discussion of addressing the issue of difficulty finding discharge placements for challenging youth admitted to the Commonwealth Center for Children and Adolescents (CCCA). At the most recent meeting, private providers indicated various issues and barriers to being able to serve more readily these children. Daniel Herr from DBHDS will take lead on follow up discussions and activities with the providers.
- *General Assembly Actions* - Mr. Reiner provided an update on General Assembly actions impacting the CSA as follows:
  - Private Day Special Education Outcomes Workgroup - The legislatively required Workgroup facilitated by OCS and DOE will hold its second meeting tomorrow

(8/17) and will hear from private providers. A report of recommendations from the Workgroup is due to the General Assembly by November 1.

- Cost Study of Private Day Special Education - Three qualified RFPs have been received to conduct the cost study of private day special education. The RFP review team met on August 13 and will meet again on August 20 to complete the scoring process. An anticipated contract award date is mid-September. The Study is to be completed by June 30, 2019.
- Collection of Current Rates from Local CSA Programs - OCS has been collecting and cataloging rates paid by local CSA programs for private day education programs. Final submissions are pending with the majority having been received by the August 1 deadline.

### **New Business**

Mr. Reiner presented recommendations for two possible budget amendments:

- A set aside in the state pool funds to be utilized to compensate parent representatives for participation in FAPT and CPMT meetings. Mr. Reiner reported that SLAT is focusing on family engagement as part of its work plan. SLAT conducted a survey of CSA coordinators regarding the family engagement practices of local communities and found that most localities do not provide compensation to family representatives serving on FAPT and CPMT. Other team members are compensated by virtue of their positions in agencies and/or other organizations they represent on the teams.
- Reducing the local match on special education wraparound funds from the base match rate to the community-based match rate, which would mean a 50% lower match rate for localities. This was a recommendation from a Commission on Youth (COY) study of the use of federal, state, and local funds for private educational placements of students with disabilities to increase utilization of these wraparound funds.

After discussion, it was decided that more detail was needed on both of these recommendations before further consideration.

### **Adjournment**

There being no further business the meeting adjourned at 2:15 p.m.