

State Executive Council (SEC) Executive Committee Meeting
Hanover Room
1604 Santa Rosa Road
Richmond, VA 23229
November 15, 2018

Attending:

The Honorable Daniel Carey, M.D., Secretary of Health and Human Resources
The Honorable Mary Biggs, Member, Montgomery County Board of Supervisors
Brian Campbell for Jennifer Lee, M.D., Director, Department of Medical Assistance Services (DMAS)
Courtney Gaskins, Ph.D., Director of Program Services, Youth for Tomorrow
Mira Signer for S. Hughes Melton, M.D., Commissioner, Virginia Department of Behavioral Health and Developmental Services (DBHDS)
Duke Storen, Commissioner, Virginia Department of Social Services (VDSS) *(by telephone)*
Kim Piner, Senior Assistant Attorney General, Office of the Attorney General
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 Introductions

Secretary Carey called the meeting to order at 10:05 a.m. and welcomed everyone. A motion allowing Mr. Storen to participate in the meeting by telephone was made by Mary Biggs, seconded by Mira Signer and carried.

Secretary Carey thanked Eric Reynolds for his service as legal counsel to the SEC and OCS. He wished him well in his new position with the Court Improvement Program of the Supreme Court of Virginia. Kim Piner will be serving as counsel to the SEC and OCS in the interim.

Approval of Minutes

The minutes of the August 16, 2018 meeting were approved on a motion by Courtney Gaskins, seconded by Mary Biggs and carried.

SEC Administrative Matters

Mr. Reiner reported on the following:

- Status of SEC Membership
 - Eric Campbell, City Manager of Harrisonburg has been appointed as a local government (city) representative.
 - Senator Wexton has been elected to the United States House of Representatives. The Senate of Virginia Rules Committee will appoint a replacement.
 - Mr. Reiner met with Dr. Lane, Superintendent of Public Instruction, Virginia Department of Education (DOE). Dr. Lane expressed his commitment to the SEC and his intention to attend and participate in SEC meetings.

- Reestablishment of the Finance and Audit Committee

Mr. Reiner reviewed the SEC's Finance and Audit Committee Charter with members. He noted that the Committee last met in February 2017 and completed preparation of SEC Policy 4.7 (*Response to Audit Findings*). He reviewed the current membership of the Committee.

Secretary Carey asked members if they found the Committee to be of value to the work of the SEC and OCS. Mrs. Biggs, who has served on the Committee, stated that she found the work of the Committee to be both educational and informative to her as a member of the SEC. The Committee was able to monitor the impact of the OCS Audit Program and was helpful in vetting information to be presented to the full Council.

After further discussion, the decision was made for the Chair to announce appointments and the reactivation of the Committee at the December SEC meeting.

- Discussion of the Biennial CSA Progress Report and SEC Strategic Plan

Mr. Reiner noted that a Progress Report on the Children's Services Act is due biennially to the General Assembly in accordance with the Appropriation Act. The report includes progress on goals and strategies that were established for the previous biennium and includes a Strategic Plan for the next biennium. The report was last due in December 2017. The next Report is due in December 2019. (Members were provided with a copy of the report.)

During discussion, it was proposed that a facilitated joint meeting of the SEC and SLAT be held to establish the goals and strategies of the Strategic Plan for inclusion in the Biennial Report. Members suggested a joint meeting be held on the SEC's scheduled meeting date in September 2019.

- Status of Proposed Policy 3.6 (CANS)

Mr. Reiner reported that the public comment period on the proposed CANS policy would close on November 26. To date, five comments have been received. The CANS Workgroup will meet on November 30 to review comments and finalize the draft policy for consideration of final approval at the SEC's December meeting.

- FY2018 Final CSA Expenditures

Mr. Reiner reported that CSA experienced a 3.11 percent growth in expenditures in FY2018 over FY2017. The census was basically unchanged during the fiscal year. While there was a big reduction in residential services, expenditures continued to rise in private day special education services.

Secretary Carey asked that more in-depth expenditure information be prepared for the December SEC meeting. For example, are children being diverted from residential to private day? During discussion, it was noted that the last Children's Cabinet had prepared a financial services map and report that contained all funding streams in the child welfare budget. OCS was given the data files to create the report but will need assistance with technical aspects of accessing those files. OCS was asked to organize a group to assist them with this activity. OCS also has a copy of the Report previously prepared by the Children's Cabinet and will share it with the members.

- 2019 Meeting Schedule

Members were presented with the SEC meeting schedule for next year. Meetings are scheduled quarterly for the third Thursday of the month (March, June and September) except for the December meeting which will be held on the second Thursday.

December 13 SEC Meeting Agenda Items

The following additional items will be included on the December 13 SEC meeting agenda:

- Audit repayment plan for Lunenburg County
- Report on the OCS/DOE Private Day Education Outcomes
- Status of the Private Day Special Education Cost and Rate Setting Study - Preliminary report is due December 1
- Status of SEC Continuous Quality Improvement (CQI) project and demonstration of CQI dashboards
- Update on Family First Prevention Services Act/Three Branch Institute
- Additional items:
 - Training Progress Report – first quarter of FY2019
 - Annual OCS reports to the General Assembly to be submitted to General Assembly by December 1

New Business

It was suggested that a resolution be prepared for Eric Reynolds on behalf of the SEC.

Adjournment

The meeting adjourned at 11:30 a.m. on a motion by Mary Biggs, seconded by Courtney Gaskins and carried.