

**STATE EXECUTIVE COUNCIL (SEC)
COMPREHENSIVE SERVICES ACT FOR AT RISK YOUTH AND FAMILIES
Shenandoah Ballroom
The Hotel Roanoke and Conference Center
110 Shenandoah Avenue
Roanoke, VA
Tuesday, April 30, 2013**

SEC Members Present:

The Honorable William A. (Bill) Hazel, Jr., M.D., Secretary of Health and Human Resources
Karin Addison, Assistant Secretary for Children's Health and Education
The Honorable Richard "Dickie" Bell, Member, Virginia House of Delegates
Lelia Hopper for Karl Hade, Executive Secretary of the Supreme Court of Virginia
Jim Stewart, Commissioner, Department of Behavioral Health and Developmental Services
Michael Farley, CEO, Elk Hill, Inc.
Margaret Schultze, Acting Commissioner, Virginia Department of Social Services
Cindi Jones, Director, Department of Medical Assistance Services
Greg Peters, CEO, UMFS
Martin Nohe, Parent Representative
Joseph Paxton, Rockingham County Administrator
John Eisenberg for Superintendent Patricia Wright, Virginia Department of Education
Mark Gooch, Director, Department of Juvenile Justice

SEC Members Absent:

The Honorable John Edwards, Member, Virginia Senate
Dr. Cynthia Romero, Commissioner, Virginia Department of Health
The Honorable Patricia O'Bannon, Member, Henrico County Board of Supervisors
Mary Bunting, Hampton City Manager

Staff Members Present:

Matt Cobb, Deputy Secretary of Health and Human Resources
Eric Reynolds, Assistant Attorney General, Office of the Attorney General
Susan Cumbia Clare, Executive Director, Office of Comprehensive Services (OCS)
Marsha Mucha, Administrative Staff Assistant, OCS

Call to Order and Approval of Minutes

Secretary Hazel called the meeting to order at 10:15 a.m. He welcomed members and guests to the 2nd Annual CSA Conference commemorating the 20th Anniversary of the Comprehensive Services Act.

The minutes of the March 14, 2013 meeting were approved without objection.

Before the presentation by Karin Addison and Susan Clare, Secretary Hazel asked Susan Clare, Margaret Schultze (*VDSS*), and Jim Stewart (*DBHDS*) to share with the SEC the work underway on their agency Dashboards.

Executive Director's Report

Karin Addison introduced the presentation: Virginia's System of Care. Mrs. Addison noted that the system of care philosophy and care principles are the foundation of CSA. The mission of CSA is to:

create a collaborative system of services and funding that is child-centered, family-focused and community-based when addressing the strengths and needs of troubled and at-risk youth and their families in the Commonwealth.

She further noted that, at the SEC retreat several years ago, the SEC reaffirmed the mission of CSA.

During Mrs. Clare's presentation, she reported that there is a growing body of evidence showing that the philosophy and values embodied in a system of care approach are producing remarkable outcomes for youth and families, while at the same time reducing the need for more costly and restrictive placements.

Virginia's system of care is comprised of the following elements:

- *Shared vision, mission and goals* - The focal point is always children and families. All children who are at-risk deserve access to a coordinated array of critical services which will produce the best possible outcomes for them and their families.
- *No Wrong Door* - At-risk youth and families should have access to funding and services regardless of how they come to the attention of those responsible for serving them.
- *Multi-disciplinary planning* – There is collaboration and cooperation in the planning for youth and families to address diverse and complex needs without limitations that might otherwise be imposed by operating within the parameters of individual agencies.
- *Blended and braided funding* – Financial structure encourages effective and efficient use of all available resources and maximization of federal funding streams. Access to available funding resources is available in one place and through one mechanism.
- *Coordinated services* – Effective individualized care planning and management processes address the unique strengths and needs of children and families holistically, value and respect family and youth input, deliver care in the family setting, and care for families in the context of their communities.

As noted earlier, at the heart of the systems of care philosophy is the child and family. A child's strengths and needs drive the planning process. Families are partners in the planning process and the child and family voice is respected. Goals represent the family's desires and the child and family are empowered to achieve success.

After the presentation there was discussion about Virginia's strengths and challenges with implementation of the systems of care philosophy.

SLAT Report

Victor Evans, SLAT Chair reported that SLAT last met on April 4, 2013. He highlighted the following SLAT activities:

- The SLAT Training Committee has identified systems of care, funding (maximizing funds/cost containment) and special education as priority training topics received from

stakeholder input. The Training Committee recommended that trauma informed care and service strategies for non-mandated youth be added to the plan as two training topics.

- The SLAT Training Committee, at the request of OCS, is working with OCS staff to review curriculum objectives for training courses under development. The SLAT Training Committee agreed to pilot the process with two courses at its next meeting.
- SLAT continues to address the SEC's Strategic Plan strategies assigned by the SEC. At SLAT's April 4 meeting, SLAT agreed to focus first on policies that govern use of funds, which should aid in addressing the second strategy of inadvertent fiscal incentives.
- Since SLAT is looking at funding streams, SLAT has been asked to work with the SAMHSA grant implementation team to coordinate that work with the grant requirement for development of a "fiscal plan" for system of care.
- SLAT's expanded Executive Committee will be meeting with the SEC's Executive Committee on May 8 and June 5 to examine implementation issues of the proposed policy on Use of State Pool Funds for Medicaid Eligible Services.
- Next SLAT meeting is June 6, 2013.

Public Comment

There were no public comments.

Other Business Items

Finance Committee Report

Greg Peters and Joe Paxton reported for the Finance Committee. The revised Pool Fund Carve-Out Policy was presented for the SEC's consideration/approval. The revised policy was previously distributed for a 60-day public comment period last fall. Revisions were made to address concerns and questions noted in the public comments received.

The proposed policy allows, in any 12-month period, two or more localities to submit a proposal to allocate a portion of their state and local pool fund allocations to defray one-time program start-up costs for new or expanded CSA services which are designed to meet the needs of children and families and to maintain children in their home community. The allocation shall not exceed, per jurisdiction, \$100,000 or 5% of their allocation in the fiscal year of application, whichever is smaller. Not more than \$2M in state general funds may be used for this purpose.

Programs for which these funds may be applied must be designated to:

- provide CSA services for which a demonstrated need exists in the locality, based on assessment using the Service Gap Survey distributed by OCS and align with the goals of the Commonwealth; and
- become financially self-sustaining beyond the start-up phase. Services designed to be supported through "fee for service" arrangements may be considered financially self-sustaining.

Proposals for use of funds would be submitted to and approved by OCS and all fiscal accountability requirements of CSA would be applicable to the use of these funds. It was explained that implementation of the policy has a potential fiscal impact of \$2M. Implementation of the policy would be dependent upon the appropriation of necessary funds.

After further discussion, the SEC approved the revised Pool Fund Carve-Out Policy with implementation dependent upon the appropriation of the necessary funds.

Intensive Care Coordination Policy (ICC)

Susan Clare reported that the proposed ICC policy had its second reading by the SEC at their March 14, 2013 meeting and was being presented today for the SEC's consideration/approval. ICC guidelines have been incorporated into the revised draft policy, thus the policy will replace the previously adopted guidelines.

Overview trainings from the University of Maryland related to the Systems of Care philosophy and the High Fidelity Wraparound model have been held. A session is also taking place at the CSA Conference. Plans are being finalized for the series of trainings for Intensive Care Coordinators and supervisors. Training and ongoing coaching are being coordinated by the Center of Excellence of OCS with consultation and support from DBHDS, DMAS, DSS, and OSHHR.

After further discussion, the SEC approved the proposed ICC policy.

FY 2014 Training Plan

Susan Clare presented the OCS Training Plan for fiscal year 2014 to the SEC for their consideration/approval. The Training Plan outlines training strategies, topics and audiences. Mrs. Clare noted that OCS has worked closely with the SLAT Training Committee to develop the Training Plan. She noted that the Training Plan is updated throughout the year.

Mrs. Clare highlighted the following areas of the Training Plan:

- Development of comprehensive curricula for courses designed to increase knowledge and competencies of CSA Coordinators regarding implementation of CSA. OCS staff member, Janice Graham, is leading this project.
- Conduct outreach training of CSA stakeholders. Provide training on CSA topics/processes that enable key stakeholders to understand CSA within the context of their specific professional responsibilities.
- Conduct an annual CSA conference, including conducting a pre-conference session for CSA coordinators to provide support and to enhance CSA coordinator effectiveness in implementing CSA.
- Monthly webinars for local CSA staff.

After further discussion, the SEC approved the OCS FY 2014 Training Plan.

Nominations to the State and Local Advisory Team

The SEC approved the following nominations to SLAT from The Virginia League of Social Services Executives for the term July 1, 2013 through June 30, 2016:

- Shawn Rozier, Primary
- Andrew Crawford, Alternate
- Carl Ayers, Alternate

Other Items

Secretary Hazel announced that May is Foster Care Awareness Month. On May 17, the Governor will be kicking off the “Virginia Adopts: Campaign for 1,000” initiative. The initiative’s goal is to match 1,000 children in foster care in Virginia with 1,000 adoptive families.

Secretary Hazel also asked that SEC members be thinking about ways the SEC could recognize performance and acknowledge good work within CSA.

Adjournment

There being no further business the meeting was adjourned at 11:35 a.m.