

**State and Local Advisory Team (SLAT)  
May 4, 2023  
9:30 a.m. – 12:00**

**Office of Children's Services  
1604 Santa Rosa Road  
Richmond, VA 23229  
Richmond/Henrico Rooms  
AGENDA**

Note: This is an in-person meeting.  
To accommodate interested members of the public, the meeting will be viewable at:

<https://meet.goto.com/994172701>  
or via phone. (872) 240-3212  
Meeting Passcode: 994-172-701

- **Call to Order / Welcome / Opening Remarks** Rebecca Vinroot
- **Public Comment (In-person and remote)**
- **Approval of Minutes - February 2023 SLAT meeting** SLAT Members
- **Status Items**
  - Three-Tiered Match Rate Rebecca Vinroot
  - FAPT Retreat Resource Manual Lesley Abashian
- **SEC Report** Rebecca Vinroot
- **OCS Updates**
  - Legislative Update
  - IT Changes (Multi-factor Authentication)
  - Co-Pay Policy Workgroup
  - Time-to-Service Study
- **New Business**
  - SLAT Bylaws
    - Membership
    - Election of Officers

- **SLAT Member Reports**

- State Representatives

- VDH Jeannine Uzel
    - DJJ Linda McWilliams
    - DSS Em Parente
    - DBHDS Nina Marino
    - DMAS Laura Reed
    - DOE Sabrina Gross

- Local Representatives

- LDSS Rebecca Vinroot
    - CSA Coordinator Mills Jones
    - CSB Lisa Madron
    - CSU William Stanley
    - J&DR Court Honorable Marilyn Goss
    - Parent Cristy Corbin
    - Private Provider Shannon Updike
    - Public Schools Susan Aylor
    - Local Government Lesley Abashian

- **Closing Remarks / Adjourn**

Rebecca Vinroot

**Next SEC Meeting – Thursday, June 8, 2023**

**Next SLAT Meeting – Thursday, August 3, 2023**

**STATE & LOCAL ADVISORY TEAM (SLAT)  
CHILDREN'S SERVICES ACT  
Richmond/Henrico Rooms  
1604 Santa Rosa Road  
Richmond, VA 23229**

**MINUTES**

**February 2, 2023**

**Members Present:** Rebecca Vinroot, SLAT Chair, CPMT - DSS Representative; Mills Jones, SLAT Vice-Chair - CSA Coordinators Network; The Honorable Marilyn Goss, Juvenile and Domestic Relations District Court Representative; Nina Marino DBHDS; Cristy Corbin, Parent Representative (*virtually*); Em Parente, DSS; Lesley Abashian, CPMT – Local Government Representative; Lisa Madron, CPMT – CSB Representative; Laura Reed, DMAS; Jeannine Uzel, VDH; Maria Altonen, VDH; Susan Aylor, CPMT – School Representative; William Stanley, CPMT – CSU Representative; Shannon Updike, VCOPPA (*virtually*); Sabrina Gross, DOE (*virtually*)

**Members Absent:** Linda McWilliams, DJJ

**CSA Staff Members Present:** Mary Bell, Marsha Mucha, Scott Reiner, Kristi Schabo

**Welcome/Opening**

Rebecca Vinroot, SLAT Chair, called the meeting to order at 9:35 a.m. and welcomed everyone. Introductions were made. Several members asked to attend the meeting virtually: Cristy Corbin (illness), Sabrina Gross and Shannon Updike (travel/work related). Their virtual attendance was approved on a motion by Lesley Abashian, seconded by Mills Jones and carried.

**Public Comment Period**

There was no public comment.

**Approval of Minutes**

The minutes of the November 10, 2022 meeting were approved on a motion by Jeannine Uzel, seconded by Lisa Madron and carried.

**Status Items**

- *FAPT Retreat Resource Manual* - Lesley Abashian reported that several CSA coordinators have been identified to work on the project. She and Mills Jones will also be meeting with the CSA Coordinators' Network to speak about the project and to gather feedback on the helpfulness of existing guidance documents. She will report back at the May 2023 SLAT meeting.

**SEC Report**

Mrs. Vinroot reported that several of the items of interest to SLAT that were part of the agenda of the December 2022 SEC meeting will be discussed later in today's meeting. She did report that the guidance document developed by SLAT on the *Characteristics of a High-Functioning Family Assessment and Planning Team (FAPT)* was presented at the December 2022 SEC meeting. That guidance document has been distributed to local CSA offices.

### OCS Updates

Ms. Schabo reported on several items as Mr. Reiner was called to be downtown at the General Assembly. He will join the meeting shortly.

- 2023 General Assembly Status – OCS is currently tracking four bills before the General Assembly:
  - **HB1945** – Removes the requirement that DBHDS collect certain data relating to children and adolescents from each CPMT and each CSB or behavioral health authority. The bill also directs DBHDS to make certain changes to the reporting requirements for serious incidents.
  - **HB2018** – Allows FAPTs and CPMTs to share information with local law enforcement or threat assessment teams established by local school boards if a FAPT or CPMT obtains information from which the team determines that a child poses a threat of violence or physical harm to himself or others. Under current law, all information about specific children and families obtained by FAPT and CPMT members must be kept confidential.
  - **SB1023** – Expands eligibility for services under CSA to students who transfer from an approved private school special education program to a public school special education program established and funded jointly by a local governing body and school division located within Planning District 16 (Stafford County).
  - **SB1513** – Would add the Director of the Department for Aging and Rehabilitative Services (DARS) to the SEC. The bill would also add a representative from DARS to SLAT.
- Co-Pay Policy Workgroup – There have been a number of inquiries from localities concerning development of a model parental contribution policy. Ms. Schabo noted that each locality is required to have a parental contribution policy but those policies vary widely and do not contain standard language. Ms. Schabo will be convening a meeting on February 13, 2023 with a group of CSA coordinators to begin development of a model policy.
- Time-to-Service Study – Ms. Schabo reported that this study was a recommendation from the JLARC report issued several years ago. Carrie Thompson the OCS Research Associate, Senior has begun dissemination of a survey and data collection tool to each of the individual CSA offices to determine the length of time from referral to CSA to service delivery.

Mr. Reiner reported on the following items:

- 2022 Reports to the General Assembly - Members received copies of the five (5) reports recently submitted to the General Assembly and he highlighted several statistics from those reports.
- CSA Private Day Workgroup Final Report and Recommendations – Members received a copy of the final report and recommendations. VDOE and OCS co-hosted 12 workgroup meetings between June 2021 and October 2022 to develop the plan for consideration by the General Assembly. The Final Report does not recommend transfer of CSA private day special education funds to VDOE at this time. The Report also does not recommend use of CSA funds to pay for services delivered to students with disabilities in public school settings, except for transitional services as defined in §2.2-5211 of the Code of Virginia.
- CSA Private Day Special Education Rate Fiscal Impact Study 2022 - Mr. Reiner provided background information on the language from the 2019 Appropriation Act, and the two rate-setting studies and methodology developed by the Public Consulting Group through a contract with OCS.

During its last session, the General Assembly delayed the implementation of rate setting to July 1, 2023. Beginning with the 2022-2023 school year, OCS began conducting a fiscal impact analysis using

the new tiered rate structure model. That data collection recently ended and members received a copy of the report outlining the results of the data analysis.

That analysis shows that the average daily rate per child would increase approximately 12% if rate setting is implemented. Approximately 75% of individual private day schools would experience an average daily rate increase and approximately 25% would experience an average daily rate decrease. The fiscal impact is primarily driven by the proposed tiered rates for children receiving 1:1 support.

Absence further direction from the General Assembly, implementation of the model/tiered rate structure will begin July 1, 2023.

- IT Changes (Multi-factor Authentication) – OCS has recently enhanced IT security for those who use CSA systems by use of OKTA multi-factor authentication. CANS users have not yet transitioned to the enhanced security measures.

### New Business

- SEC Policy Manual Clean Up - Ms. Schabo reported that in an effort to enhance uniformity and achieve regulatory reduction, OCS is proposing a comprehensive review of the CSA Policy Manual. She noted that the Policy Manual Cleanup project was presented to the SEC at their December 2022 meeting. At that time, the SEC decided to refer the project to SLAT for additional input.

Ms. Schabo further reported that the purpose of the review would be two-fold:

- To employ a uniform format throughout the policy manual
- To eliminate policies that only restate existing statutes from the Code

Ms. Schabo explained that the content of any existing policy will not be changed; therefore, a public comment period would not be necessary. Proposed revisions would be vetted by the Attorney General's Office to ensure that the modification(s) propose no alteration(s) to content or intent. The proposed policies would then be presented to the SEC for their consideration.

Policies that only restate existing statutes from the Code would be vetted by the Attorney General's Office to ensure that the policy aligns with the requirements (only a restatement of the Code). The proposed revisions would be presented to the SEC for consideration of removal from the policy manual.

- Three Tiered Match Rate – Mr. Reiner reported that, while reviewing General Assembly reports with the SEC at their December 2022 meeting, a discussion was held on the *Impact of Tiered Match Rates for CSA* report. Mr. Reiner reported to the SEC that the intent of the tiered match rates, when first implemented, was to encourage reduced utilization of residential care and to increase the number of children served in community-based settings.

Based on that discussion, several SEC members suggested perhaps it was time to review the current match rate structure. The topic will be discussed further at the March 2023 SEC meeting and they also suggested that the topic be referred to SLAT for discussion.

During the SLAT discussion, pros and cons of the current match rate system were discussed. SLAT also discussed how they might conduct an analysis of the current match rate structure and whether or not they should develop recommendations for SEC consideration. Mr. Reiner noted that he had prepared

a spreadsheet showing the cost per locality to the state if there was no residential match rate. He will share that with SLAT as a tool for further discussion. This topic will also be added to the agenda for the upcoming CSA Coordinators' Network meeting.

### **Member Updates**

Members reported that they are tracking legislation for their agencies and organizations as well as working on ongoing projects and new programs. Members continue to work within their agencies and advocate through their associations for improvements to services and service delivery for the children, youth, and families of Virginia.

- Ms. Kyndra Jackson is the new Director of Public Health Nursing at VDH and will be joining the SLAT as the VDH representative.
- Kepro has been selected by DMAS to replace Magellan at the end of Magellan's contract period.
- VDSS has developed a new on-line platform to help the state support local LDSS offices with recruiting foster families. The platform offers families who are interested in the fostering process easier access to information and training. So far over 700 families have registered in the portal.
- DBHDS is closely monitoring the Governor's budget that includes funding that would provide for expansion of school-based mental health services and expansion of the statewide crisis services system.
- NAMI – VA will host a combined Family and Youth Summit in Chesapeake this June.

### **Adjournment**

There being no other business, the meeting adjourned at 12:15 p.m. The next meeting is scheduled for May 4, 2023.

## Differential Match Rates: Considerations for the State and Local Advisory Team

May 4, 2023

### Background and Definitions.:

In 2007, the General Assembly implemented a three-tiered match rate system for CSA reimbursement to localities to incentive the use of community-based placements and disincentivize congregate care placements. This established the following:

**Congregate Care Match Rate** (all non-education CSA costs for residential placements (PRTF and Group Homes) = Base Local Match Rate + 25%. Note that the majority of direct CSA costs in this category are paid via Medicaid.

**Base Match Rate** (all educational costs (Special Education and congregate care education) and basic foster care costs).

**Community-based Match Rate** (all community-based services not falling into a base match rate category) = Base Local Match Rate - 50%

This results in a locality's actual overall CSA match (we call this **the effective match rate**) for any given year to reflect the mix of services provided. The more community-based services in the mix, the lower the effective match rate, and the more congregate care, the higher.

OCS is able to demonstrate the impact of the three-tiered system through the data submitted to the LEDRS system and used to reimburse localities.

### Data is from FY2022

The current system results (compared to all costs being placed at the base match rate) in:

A benefit (lower local contributions) to 108 of 130 local CSA programs ranging from \$807,466 to \$0.02, with the average benefit being \$70,020. For the remaining 22 programs, the current model results in additional match payments ranging from \$47,456 to \$1.65) with the average benefit being \$7,067. Overall, the elimination of the three-tiered match rate system would result in an additional \$8,144,181 being paid by localities and not the state. The majority of this is due to the loss of the 50% reduced match rate for community-based services (\$11,157,947) versus savings from the elimination of the 25% disincentive for congregate care (\$3,014,300).

Average savings by eliminating residential rate = \$26,487 (benefiting 114 localities)

Average penalty by eliminating community-based rate = ((\$87,171) impacting 128 localities)

**BYLAWS**  
**State and Local Advisory Team for the Children's Services Act**

ARTICLE I – Name

The name of this entity shall be the “State and Local Advisory Team for the Children’s Services Act” hereinafter referred to as the “SLAT”.

ARTICLE II – Purpose and Powers

The SLAT was created by the 1992 General Assembly of the Commonwealth of Virginia as the State Management Team as set forth in Chapter 46 Section 2.1-747 of the Code of Virginia of 1950. The 2000 General Assembly renamed the State Management Team as the State and Local Advisory Team and modified its duties. Its activities shall be in all respects conducted in accordance with Virginia law and regulations.

In accordance with Section 2.2-5201 of the Code of Virginia, the SLAT has developed bylaws to govern its operations which have been approved by the State Executive Council for Children’s Services, hereinafter referred to as the “SEC.”

Specifically, the SLAT was established to better serve the needs of ~~troubled and at-risk~~ youth and their families by advising the SEC on managing cooperative efforts at the state level and providing support to community efforts. Pursuant to Section 2.2-5202, COV the SLAT may:

1. Advise the council on state interagency program policies that promote and support cooperation and collaboration in the provision of services to troubled and at-risk youths and their families at the state and local levels;
2. Advise the council on state interagency fiscal policies that promote and support cooperation and collaboration in the provision of services to troubled and at-risk youths and their families at the state and local levels;
3. Advise state agencies and localities on training and technical assistance necessary for the provision of efficient and effective services that are responsive to the strengths and needs of troubled and at-risk youths and their families; and
4. Advise the council on the effects of proposed policies, regulations, and guidelines.

ARTICLE III – Membership and Terms

The members of the SLAT shall be appointed by and be responsible to the SEC. The non-state agency members shall serve staggered terms of not more than three years, such terms to be determined by the SEC.



As set forth in Section 2.2-5201, Code of Virginia, the SLAT shall include one representative from each of the following state agencies: the Departments of Health, Juvenile Justice, Social Services, Behavioral Health and Developmental Services, Medical Assistance Services, **Aging and Rehabilitative Services**, and Education. The SLAT shall also include a parent representative who is not an employee of any public or private program that serves children and families and who has a child who has received services that are within the purview of the CSA; a representative of a private organization or association of providers for children's or family services; a local Children's Services Act coordinator or program manager; a juvenile and domestic relations district court judge; a representative who has previously received services through the Children's Services Act, to be appointed by the Governor with recommendations from entities including the Departments of Education and Social Services and the Virginia Chapter of the National Alliance on Mental Illness; and one member from each of five different geographical areas of the Commonwealth who is representative of one of the different participants of community policy and management teams. The non-state agency representatives shall be recommended by the statewide associations and/or organizations that represent families, private providers, CSA Coordinators, juvenile and domestic relations district court judges, and directors of the local child-serving agencies (social services, schools, court service units, community service boards, and health). Each organization and/or association may recommend up to two alternates. The primary representative shall have primary responsibility for full participation. Each alternate shall also be appointed by the SEC and shall serve the same term as the member.

Any person serving on the SLAT who does not represent a public agency shall file a statement of economic interests as set out in Section 2.2-3117 of the State and Local Government Conflict of Interests Act (Section 2.2-3100 et seq.). Persons representing public agencies shall file such statements if required to do so pursuant to the State and Local Government Conflict of Interests Act.

#### ARTICLE IV – Duties of Membership

The state agencies represented ~~on the SLAT~~ shall support the work of the SLAT in the development and implementation of the collaborative system of services and funding. ~~authorized by Chapter 52 of the Code of Virginia.~~ This support shall include, but not be limited to, the provision of timely fiscal information, data for client- and service-tracking, and assistance in training local agency personnel on the system of services and funding. ~~established in the aforementioned chapter.~~

Official positions regarding SLAT policy and procedure shall be established and approved by a majority vote. SLAT members should be cognizant of these positions and reflect them when appropriate while representing the SLAT at public meetings and functions.

## ARTICLE V – Officers

The SLAT shall annually elect a chair from among the local government representatives, including the members who are representatives of one of the different participants of community policy and management teams and the local Children's Services Act coordinator or program manager. The chair shall be responsible for convening the SLAT and presiding over all meetings, setting the agenda, making assignments, and serving as a voting member of the SEC. The SLAT shall also annually elect a vice-chair. In the absence of the chair, the vice-chair will assume the role of the chair with all powers and responsibilities.

The Executive Director of the Office of Children's Services (OCS) is responsible to arrange for recording and producing minutes from each meeting, preparing correspondence when required, and serving as the official record keeper for the SLAT.

## ARTICLE VI – Election of Officers

A nominating committee for the selection of officers for the next fiscal year shall be appointed by the chair no later than the penultimate meeting in any given fiscal year. It shall be the duty of the nominating committee to nominate candidates for the offices of chair and vice-chair and to report these nominations no later than the final meeting of any fiscal year. Election of officers shall occur at the final meeting held in the fiscal year. Prior to the election, additional nominations from the floor shall be permitted for all offices (provided the nominee consents). Officers shall assume office July 1. In the event that appointments are delayed, the SLAT may modify this schedule and may appoint an interim chair.

The term of office shall be for one year. Officers shall serve until such time as their term expires or a successor is elected, whichever last occurs. No officer may serve more than ~~two~~ **three** consecutive terms in the same office. The election shall be by ballot if there is more than one nominee for the same office. A quorum must be present and voting in order to constitute an election.

In the event a vacancy occurs in one of the elected offices, the vacancy shall be filled by a special election for the unexpired term by a majority vote of all SLAT members present at the first meeting following the announcement of the vacancy or as soon thereafter as possible.

## ARTICLE VII – Meetings

A meeting of the SLAT occurs when a majority of the SLAT membership sits as a body or as an informal assemblage, wherever held. Minutes shall be taken of all meetings.

All meetings shall be conducted in an orderly manner subject to the rulings of the presiding officer.

An annual meeting schedule for the coming year shall be set at the final meeting of any fiscal year.

Regular meetings of the SLAT and executive committee shall be held as described or published on the Commonwealth Calendar, and at a time and location convenient to members.

Regular meetings of the SLAT and executive committee are open to the public and all interested parties.

Special meetings shall be convened at the discretion of the chair as the need arises and at the written request of at least two members of the SLAT.

The presence of a majority of the SLAT membership shall constitute a quorum. When less than a quorum is present, meetings may be held for purposes of information sharing, determining SLAT business, etc., but in no instance may any voting take place with less than a quorum present.

All decisions regarding the establishment and implementation of SLAT policy and procedure, including all motions presented and acted upon, will be accomplished by a majority vote of the membership as so signified by the chair, and recorded by the Office of Children's Services.

Members or designated alternates must be present to record their vote. Each state agency member and non-state agency member shall have one vote by the primary member or designated alternate. All questions of parliamentary procedure and voting on all motions and amendments shall be governed by the guidelines as set forth in the latest edition of Robert's Rules of Order.

Individual members will endeavor to attend all officially called or scheduled meetings of the SLAT, and when unable to be present shall be represented by their designated alternate, who shall act with all the authority of the appointed member, including the right to vote on all matters coming before the SLAT.

All notice of meetings and minutes will be distributed to the membership prior to the convening of the following or subsequent meeting.

The ~~Executive Director of the~~ Office of Children's Services (OCS) is responsible to arrange for recording and producing minutes from each meeting, preparing correspondence when required, and serving as the official record keeper for the SLAT.

#### ARTICLE VIII – Executive Committee, Purpose, Function, and Membership

The executive committee shall be composed of the chair and vice-chair. The Executive Director, of OCS, or their designee, shall serve in an ex-officio capacity. The immediate past chair may serve as ex-officio, by action of the SLAT.

The meetings of the executive committee will be open to the public and published as appropriate. SLAT members are invited to attend executive committee meetings.

The purpose of the committee shall be to enhance the efficiency and effectiveness of the work of the SLAT by:

1. Establishing the agenda, scheduling the meetings, and managing the flow and distribution of work;
2. Monitoring the progress of SLAT committees on assigned tasks and integrating the work of various committees through coordination with committee chairs;
3. Serving as a facilitator by reviewing and making recommendations on options to resolve a lack of consensus on issues under consideration;
4. Assuring representation of the SLAT at all meetings of the SEC; and
5. Representing the SLAT in matters that cannot be addressed at its regular meetings. This responsibility shall not extend beyond existing policies, procedures, or decisions previously made or established by the SLAT.

#### ARTICLE IX – Committees

Committees may be formed by the chair as required after appropriate consultation with the membership. A committee chair shall be appointed along with an acceptable number of committee members. Each committee may be dissolved at the discretion of the SLAT chair once its appointed task is completed.

#### ARTICLE X – Notice and Waiver of Notice

Any notice required to be given by these Bylaws may be given by electronic mail, mailing, or delivering the same to the person entitled thereto at his or her address recorded with the OCS and such notice shall be deemed to have been given at the time of such mailing or delivery. Any notice required by these Bylaws to be given may be waived by the person entitled to such notice.

#### ARTICLE XI – Amendments

These Bylaws may be amended at any regular meeting of the SLAT by an affirmative vote of a majority of the members, provided that the membership is notified in writing of any proposed amendment to said Bylaws prior to the convening of the meeting when such amendment is discussed and acted upon. The Bylaws shall be revised by the SLAT or an appointed subcommittee as required but no less than once every ~~two~~ **three** years from the date of their adoption, and provided that all amendments to these Bylaws must be approved by the SEC.

---

ARTICLE XII – Severability

It is hereby declared to be the intention of the SLAT that the articles, paragraphs, sentences, clauses, and phrases of these Bylaws are severable; and if any phrase, clause, sentence, paragraph, or article of these Bylaws shall be determined by an administrative agency or court of competent jurisdiction to be in violation of the laws of the Commonwealth of Virginia or the United States of America, of no effect, but the remaining phrases, clauses, sentences, paragraphs, and articles shall remain in full effect.

The foregoing Bylaws of the State and Local Advisory Team for the Children's Services Act were duly adopted by the State and Local Advisory Team on August 3, 2023 and approved by the State Executive Council on September 15, 2016.

\_\_\_\_\_  
Chair, State Executive Council

\_\_\_\_\_  
Chair, State and Local Advisory Team

Date: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT