

**STATE EXECUTIVE COUNCIL (SEC)
FOR CHILDREN'S SERVICES
1604 Santa Rosa Road
Richmond, VA 23229**

Thursday, December 11, 2025

SEC Members Present:

Leah Mills, Deputy Secretary of Health and Human Resources for The Honorable Janet Kelly,
Secretary of Health and Human Resources (*SEC Chair*)
John Budesky, County Administrator, Hanover County
Shameera Carr for Karen Shelton, MD, Commissioner, Virginia Department of Health
The Honorable Kevin Carroll, Member, Chesterfield County Board of Supervisors
Catherine Harrison for Kathryn Hayfield, Commissioner, Department for Aging
and Rehabilitative Services
The Honorable Jacob Holmes, Vice Mayor, City of Bristol (*virtually*)
Mills Jones, Chair, State and Local Advisory Team (SLAT)
Sandra Karison for Karl Hade, Executive Secretary of the Supreme Court of Virginia
(*arrived at 1:13 P.M.*)
The Honorable Chad Logan, Judge, 26th Judicial District, Juvenile and Domestic Relations
District Court
Jeff Lunardi, Chief Deputy Director, Department of Medical Assistance Services
(*arrived at 1:45 P.M.*)
Andrea McMahon for Amy Floriano, Director, Department of Juvenile Justice
Anahita Renner, Parent Representative
Nancy Robbins, Parent Representative (*arrived at 1:24 P.M.*)
The Honorable Amelia Ross-Hammond, Member, Virginia Beach City Council
Melvin Roy, Founder and CEO of Foster-U, Service Recipient Representative
Ron Spears, CEO, Elk Hill, Private Provider Representative
Carl Street, Jr., Vice President for Behavioral Health Services, Youth for Tomorrow

Other Staff Present:

Stephanie Bacote, Audit Manager, OCS
Mary Bell, Program Consultant, OCS
Gezelle Glasgow, Administrative Manager, OCS
Annette Larkin, Program Auditor, OCS
Marsha Mucha, Administrative Staff Assistant, OCS
Scott Reiner, Executive Director, OCS
Kristi Schabo, Senior Policy and Planning Specialist, OCS
Susan Whyte, Assistant Attorney General

Members Absent:

Carl Ayers for Kevin Erskine, Acting Commissioner, Virginia Department of Social Services
The Honorable Carrie Coyner, Member, Virginia House of Delegates
Nicole Gore for Nelson Smith, Commissioner, Virginia Department of Behavioral Health
and Developmental Services

Samantha Hollins, Ph.D., for Emily Anne Gullickson, Superintendent of Public Instruction,
Virginia Department of Education
The Honorable Barbara Null, Member, James City County Board of Supervisors
The Honorable Amelia Ross-Hammond, Member, Virginia Beach City Council
The Honorable Schuyler VanValkenburg, Member, Senate of Virginia

Call to Order/Opening Remarks

Scott Reiner, OCS Executive Director, called the meeting to order at 1:10 p.m. He reported that Deputy Secretary Leah Mills was delayed due to traffic and was en route. A quorum was present.

Pursuant to SEC Policy 2.1.3 and § 2.2-3708.3 of the *Code of Virginia*, The Honorable Jacob Holmes' request to participate virtually was approved on a motion by John Budesky, seconded by Anahita Renner.

Mr. Reiner informed the Council that the agenda action item titled "Final Approval of Policy 4.1.1" would be amended to allow for discussion and action regarding an additional 60-day public comment period. The amended meeting agenda was approved on a motion by Ron Spears, seconded by Sandra Karison.

Public Comment

There was no public comment.

Excellence in CSA Recognition

As part of the SEC's Strategic Plan, the SEC has developed a process to recognize local excellence and best practices. The Excellence in CSA Award, established in March 2025, recognizes a local CSA program's commitment to positively impacting the lives of children, youth, and families through collaboration, authentic engagement, and a system of care.

Deputy Secretary of Health and Human Resources Leah Mills presented the SEC's December 2025 Excellence in CSA Award to the Winchester County CSA program on behalf of the SEC. Representing Winchester County CSA was Rachel Schulhof.

Approval of Minutes

The September 11, 2025, meeting minutes were approved on a motion by Carl Street, Jr., seconded by Melvin Roy.

SEC Policy Review

Policy 4.1.1 – Children in Need of Services (CHINS)

Kristi Schabo, OCS Senior Policy and Planning Specialist, reported that at the SEC's September 11, 2025, meeting, the Council approved draft Policy 4.1.1 for a 60-day public comment period. No public comments were received. Ms. Schabo requested that the SEC approve an additional 60-day public comment period to address requested revisions to Appendix A for clarity and consistency. The proposed public comment period would run from December 15, 2025, through February 13, 2026.

After discussion, on a motion by Nancy Robbins, seconded by Ron Spears, the SEC approved draft Policy 4.1.1 for an additional 60-day public comment period.

Policy 3.5 – Records Management

Ms. Schabo reported that at the SEC’s September 11, 2025, meeting, the SEC approved the proposed revised policy 3.5 for a 45-day public comment period. No comments were received. If approved by the SEC today, the draft policy would be disseminated for a final, 60-day public comment period.

On a motion by Carl Street, Jr., seconded by Melvin Roy, the SEC approved draft Policy 3.5 – Records Management for a 60-day public comment period.

Policy 5.1 – Data Set & Policy 4.5.6 – Local Match Rates

Ms. Schabo requested that consideration of these two policies be deferred and that Policy 5.1 will remain in effect.

After discussion, the SEC voted to table the matter until the next meeting on a motion by the Honorable Kevin Carroll, seconded by Ron Spears.

State and Local Advisory Team (SLAT) Report

Mills Jones, SLAT Chair, reported on the following items:

- SLAT last met on November 6, 2025.
- SLAT received an informative update and held a discussion on the Sponsored Residential Work Group, highlighting its purpose and ongoing efforts, and explained that the work group was convened to bring together a diverse range of stakeholders to examine all facets of sponsored residential services, including funding structures and the match rate. Mr. Jones noted that the group has been engaged in thoughtful discussions and data review to ensure equitable and sustainable practices. Mr. Jones further shared that the work group is currently developing a comprehensive rate determination tool designed to promote consistency, transparency, and informed decision-making across the system.
- SLAT received an update on the DMAS Behavioral Health Redesign; the project is scheduled for implementation on July 1, 2026.

Annual Reports to the General Assembly

Mr. Reiner reported that the following reports in the agenda packets were submitted to the General Assembly:

- Utilization of Residential Care Under the CSA
- Funding for Special Education Day Treatment and Residential Services
- Impact of Tiered Match Rates for CSA
- Regional and Statewide Training Regarding CSA
- Therapeutic Foster Care Services Under the CSA

The Children’s Services Act - FY2025 Data Summary was provided in the meeting packets.

Mr. Reiner also noted that the Biennial Progress Report on the Children’s Services Act would be submitted to the General Assembly on December 15, 2025.

OCS Executive Director's Report

Mr. Reiner reported on the following items:

- The Annual CSA Conference was held in Roanoke, October 15-16, 2025. SEC member Melvin Roy was the keynote speaker. Over 525 participants attended, with more than 40 breakout sessions. The 2026 CSA Annual Conference will be held October 13-15, 2026, at the Hotel Roanoke and Conference Center.
- Annual Statement of Economic Interest filings for certain SEC members are due to the Ethics Council by February 1, 2026.
- Beginning in January 2026, OCS will offer a Virtual CSA Academy eight-session learning series designed to support CPMT members and those who supervise CSA Coordinators. Over 120 individuals registered during the first week that registration was open.
- Two localities (Wise County and City of Hopewell) were invited to pilot a half-day virtual workshop on November 5, 2025. Strengthening Systems of Care: Connecting People, Purpose, and Practice will focus on supporting CPMT members to improve their capacity for collaboration, support, and adaptive leadership.
- Marsha Mucha's planned retirement at the end of 2025, following 38 years of service to the Commonwealth of Virginia, the majority of which was with the Office of Children's Services.
- Gezelle Glasgow was introduced as the new Administrative Manager for OCS.

Mr. Reiner thanked Deputy Secretary Mills for her leadership of the SEC and for her guidance in improving the system of care for children and families.

Member Remarks/Updates

Deputy Secretary Mills thanked all members of the SEC for their hard work and dedication in assisting children and families.

Members reported on upcoming trainings, projects, new programs, and other ongoing activities for their agencies and organizations. Members continue to work within their agencies and advocate through their associations for improvements to services and service delivery for Virginia's children, youth, and families.

Closing Remarks and Adjournment

There being no further business, the meeting adjourned at 3:20 p.m. on a motion by Ron Spears, seconded by The Honorable Kevin Carroll, and approved by the SEC. The next meeting is scheduled for March 12, 2026.