

**MINUTES – December 5, 2019**  
**STATE & LOCAL ADVISORY TEAM (SLAT)**  
**CHILDREN’S SERVICES ACT**  
**Richmond Room**  
**1604 Santa Rosa Road**  
**Richmond, VA 23229**

**Members Present:** Karen Reilly-Jones, SLAT Chair, CSA Coordinators Network; Shannon Updike, SLAT Vice-Chair, VCOPPA; Michael Triggs, VCOPPA; Ivy Sager, CPMT – CSB Representative; Lisa Madron, CPMT – CSB Representative; Rebecca Vinroot, CPMT – LDSS Representative; Sabrina Gross, DOE; Em Parente, DSS; Laura Reed, DMAS; The Honorable Richard Campbell, Juvenile and Domestic Relations District Court Representative; Angela Neely, CPMT – School Representative; Susan Aylor, CPMT – School Representative; Jeannine Uzel, VDH; Cristy Corbin, Parent Representative

**Members Absent:** Martha Carroll, CPMT – CSU Representative; Beth Stinnett, DJJ; Nina Marino, DBHDS

**OCS Staff Members and Guests Present:** Scott Reiner, Zandra Relaford, Kristi Schabo, Annette Larkin, Maris Adcock, Rendell Briggs, Marsha Mucha (guest list attached)

**Introductions and Chair Remarks**

Karen Reilly-Jones, SLAT Chair, called the meeting to order at 9:35 a.m. She welcomed members and guests. Introductions were made. A quorum was not present at the opening of the meeting.

**Approval of Minutes**

Once a quorum of the membership was present, the minutes of the October 3, 2019 meeting were approved on a motion by Susan Aylor, seconded by Jeannine Uzel and carried.

**Public Comment**

Public comment was presented by Mills Jones, Human Services Director, Goochland County on behalf of Greg Winge, Chairman of the Statewide CSA Coordinators Network, acknowledging Karen Reilly-Jones for her service to SLAT and wishing her the best of luck in her new position.

**Protected Funds/Non-Mandate Report**

Mrs. Reilly-Jones provided background information on the request from the SEC to review the use of non-mandated funds (protected funds), including barriers to use of the funds and best practices. At the August SLAT meeting, a SLAT workgroup was formed to summarize information previously collected by SLAT through a survey on the use of the funds and to draft recommendations. At the October SLAT meeting, members reviewed the draft report/recommendations. At that time, members suggested several edits that were incorporated into the draft report/recommendations presented.

After a full and engaged discussion, SLAT members provided suggestions and recommended that goals/recommendations which were similar in nature be combined in the final report. Mrs. Reilly-Jones will present the final report on use of protected funds to the SEC at its December 12 meeting.

### **SEC Strategic Planning Update**

Zandra Relaford provided an update on the SEC strategic planning process. She reported that Nancy Toscano, Chief Operating Officer with UMFS, who facilitated the strategic planning process in September, met with the SEC Executive Committee in November to review the draft strategic plan.

The SEC Executive Committee reviewed and endorsed the plan which will be submitted to the full SEC for consideration and approval at their December 12 meeting. Mrs. Relaford encouraged everyone to attend the meeting.

### **Member Updates**

Members reported on activities and the statuses of ongoing projects, new programs, grant opportunities, trainings and legislative/budgetary items. Members also 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.

### **OCS Report**

Zandra Relaford reported on the following:

- *General Assembly Reports* – Five (5) required annual reports have been filed and posted to the Legislative Information System.
- *Private Day Special Education Cost Study* – A final report was issued this fall, recommending that that additional study and more robust participation by providers are needed in order to develop and make appropriate recommendations for a cost methodology. Data on approximately 100 licensed programs from 39 entities was collected and only eleven (11) entities submitted the full set of data required.
- *FY2019 Reporting* - Foster care expenditures increased significantly over the previous year while overall congregate care census and costs declined, continuing a four year downward trend.
- *CSA Conference* - The 2020 CSA Conference is planned for October 29 – 30 in Norfolk.

### **Other Business**

Mrs. Relaford presented Mrs. Reilly-Jones with a certificate in thanks and recognition for her service on SLAT. SLAT members wished her well in her new position.

### **Adjournment and Next Meeting**

There being no further business, the meeting adjourned at 12:00 p.m. The next meeting will be held on February 6, 2020 in the Richmond Room, 1604 Santa Rosa Rd., in Richmond.