

1 **Community Policy and Management Team**

2
3 **Minutes**

4
5 **February 21, 2018**

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8 **Voting Members Present:**

9
10 Pamela Battle-Hardy - Curriculum Supervisor Portsmouth Public Schools
11 Pamela Little-Hill - Director Portsmouth Department of Social Services
12 Katherine Grimm - Director Portsmouth Court Services Unit
13 Betty Gray-Henson - Executive Director Alternative Family Treatment Services
14 Ms. Anita Hailey - Nurse Manager Portsmouth Public Health Department
15 Elaine Breathwaite - Director Portsmouth Department of Behavioral Health Services

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17
18 **Staff Present:**

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20 Nicolle Hardy - CSA Administrator DSS
21 Jacqueline Addison-Jones - Administrative Coordinator II DSS
22 Natoya Nelson - Accounting Manager DSS

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24 **I. Call to Order**

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26 Pamela Battle-Hardy called the meeting to order at 2:06 p.m.

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29 **II. Review of Minutes**

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31 The minutes of the January 31, 2018 CPMT meeting were reviewed. A motion by Ms. Grimm
32 was seconded by Ms. Gray-Henson, to approve the minutes with no changes was made. The
33 motion was adopted by majority vote.
34 .

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36 **III. Recurring Business**

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38 **A. Financial Status:**

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40 The January 31, 2018 CSA Budget Update Report was given by Ms. Natoya Nelson. Ms.
41 Nelson stated that the reimbursement rate for Portsmouth CSA is approximately 73.95% state
42 and 26.05% local. As reported for the period ending January 2018, the total expenditures for
43 the month totaled \$207,445.19. CSA has outstanding invoices totaling \$18,389.22 as of
44 January 31, 2018. Ms. Nelson also reviewed the Unfiled Vendor Invoice and Credit
45 Authorization Report from 7/1/17 – 1/31/18.

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47 Non-mandated Status: Ms. Hardy stated that no non-mandated funds have been utilized for
48 fiscal year 2018.
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50 B. FAPT Process Satisfaction Summary: Ms. Hardy reviewed the summary of the parental
51 feedback surveys. She reported that 31 cases were reviewed and 8 surveys were
52 completed.
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54 **IV. Follow-up Business**

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56 No follow- up business at this time.
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58 **V. New Business**

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60 VJCCCA Grant

61 Ms. Grimm presented information about the VJCCCA (Virginia Juvenile Community Crime
62 Control Act) Grant. She explained that the Virginia General Assembly passed the Virginia
63 Juvenile Community Crime Control Act (VJCCCA) to establish a community-based system of
64 progressive intensive sanctions and services that correspond to the severity of offense and
65 treatment needs. (Code of Virginia, §16.1-309.2) The purpose of the VJCCCA is "to deter crime
66 by providing immediate, effective punishment that emphasizes accountability of the juvenile
67 offender for his/her actions as well as reduces the pattern of repeat offenders. Ms. Grimm
68 provided the CPMT with a Maintenance of Effort analysis of allocations and expenditures for
69 the City of Portsmouth from 2014 thru 2017. A motion by Ms. Breathwaite was seconded by
70 Ms. Grimm to adopt VJCCCA Act Program Fund.
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73 **VII. Executive Session**

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75 A roll-call vote was made by the Portsmouth Community Policy and Management Team convene
76 in closed session to consider and discuss item VI on the CPMT Agenda, specific medical,
77 behavioral, mental health records, or personnel issues not related to the public business as
78 permitted by VA Code Sections §2.2-3711.
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80 An acknowledgement was made by the voting members present that all who voted at the
81 reconvening of the Executive Session roll-call were also present at the start of the Executive
82 Session.
83

84 With no opposition, the Executive Session commenced at 2:54 p.m. The Executive Session
85 ended at 3:12 p.m. Once out of the closed session, the following statement was read:
86

87 "To the best of each member's knowledge: (1) Only public business matters lawfully
88 exempted from open meeting requirements under the Virginia Freedom of Information
89 Act, and (2) Only such public business matters as were identified in the motion by which

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90 the closed meeting was convened were heard, discussed or considered in the closed
91 meeting just completed by this board.”

92
93 The Statute requires that if any member of the board believes that there was a departure from the
94 standards of this statement during the closed meeting, that member must so state before the roll
95 call vote, and must indicate the substance of the departure which that member believes occurred.
96 Having heard no such statements (or having heard all statements regarding departure from the
97 standards for closed meeting), the roll call was taken. An “AYE” vote means that the individual
98 believes the board complied with the standards read. A “NAY” vote means that the individual
99 did not believe the board complied with the standards read.

100
101 Ayes: Ms. Battle-Hardy, Ms. Little-Hill, Ms. Gray-Henson, Ms. Grimm, Ms. Hailey, Ms.
102 Breathwaite)

103
104 Nays: None

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106 During the Executive Session cases were presented, reviewed, discussed and recommendations
107 were made. A motion by Ms. Grimm was seconded by Ms. Breathwaite to approve the CSA
108 expenditures as discussed in the Executive Session in the amount of \$185,782.00 for the period
109 of January 20, 2018. With no objections expressed to the motion, it was adopted.

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111 **VIII. Adjournment**

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113 On motion, the meeting adjourned at 3:15 p.m.

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117 **IX. Next Meeting**

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119 The next CPMT meeting is scheduled for Wednesday, March 21, 2018 at 2:00 p.m.

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122 **Respectfully Submitted by:**

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124 _____
125 Jacqueline Addison-Jones, Administrative Coordinator II

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127 **Approved by:**

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129 _____
130 Pamela Battle-Hardy, CPMT Chair
131 Curriculum Supervisor, Portsmouth Public Schools

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133 Ms. Ginger Ploeger - Deputy Director, Tidewater Youth Commission was absent.
134 Dr. L. Pettis-Patton, Portsmouth City Manager, City Manager’s Department was absent.
135 Roslyn Oglesby, Assistant City Manager, City Manager’s office was absent.