

**AGENDA**  
**State & Local Advisory Team (SLAT)**  
**Children's Services Act**

*Thursday, October 6, 2016, 9:30 a.m. – 12:00 p.m.*

*Dining Hall*

*United Methodist Family Services*

*3900 West Broad St., Richmond, VA 23230*

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- 9:30 Introductions & Chair Remarks – Tamara Temoney**
- 9:40 Approval of Minutes – August 4, 2016 Meeting**
- 9:40 SEC Report – Tamara Temoney**
- 10:00 OCS Report – Scott Reiner, Executive Director**
- 10:15 Review of SLAT Activities in the FY16-18 CSA Work Plan**
- 10:25 Development of the SLAT Work Plan**
  - Brainstorming, prioritization, and adoption of plan
- 11:40 Member Updates**
- 12:00 Adjourn**

**2016 - 2017 SLAT Meetings: December 1; February 2; April 6; June 1**

**MINUTES – August 4, 2016  
STATE & LOCAL ADVISORY TEAM (SLAT)  
CHILDREN’S SERVICES ACT  
Richmond Room  
1604 Santa Rosa Road  
Richmond, VA**

**Members Present:** Tamara Temoney, Ph.D., SLAT Chair, CPMT – LDSS Representative; Andelicia Neville, Parent Representative; Kellie Evans, Private Provider Representative; The Honorable Greg Carr, Juvenile and Domestic Relations District Court Representative; Victor Evans, CSA Coordinators Network; Sabrina Gross, DOE; Christina Owens, DOE; Chuck Walsh, CPMT – CSB Representative; Angela Neely, CPMT – School Representative; Susan Aylor, CPMT – School Representative; Jim Nankervis, DJJ; Janet Lung, DBHDS; Ron Belay, CPMT – CSU Representative; Letha Fisher, VDH; Brian Campbell, DMAS; Carl Ayers, VDSS

**Members Absent:** None

**Guests and Staff Members Present:** Scott Reiner, Annette Larkin, Howard Sanderson, Kristi Schabo, Marsha Mucha. See attached document for additional participants.

**Introductions and Chair Remarks**

Tamara Temoney, incoming SLAT Chair, called the meeting to order at 9:30 a.m. She welcomed members and guests and thanked SLAT members for the opportunity to serve as SLAT Chair. Introductions were made.

**Approval of Minutes**

The minutes of the June 2, 2016 meeting were approved on a motion by Ron Belay, seconded by Angela Neely and carried.

**Updated SLAT Bylaws for SEC Action**

SLAT members received and reviewed proposed revisions to the SLAT bylaws. The revisions were approved on a motion by Carl Ayers, seconded by Victor Evans and carried.

**Special Education Wraparound Funds**

- **Public Comment** - Public comment was provided by Kara Brooks, CSA Coordinator for Hanover County.
- **Brainstorming of Recommendations to the SEC** – As a precursor to the brainstorming activity, Mr. Reiner provided background information on the request from the Commission on Youth (COY) regarding the use of CSA special education wraparound funds. He also reported on the survey conducted to gather information from stakeholders to utilize in informing the SLAT recommendations to the SEC. Mr. Reiner reported that additional survey responses had been received since the presentation at the June SLAT meeting. Howard Sanderson, Senior Research Associate (VDSS/CSA) provided a brief update.

Dr. Temoney opened the floor for discussion and input on the three major areas of the COY report that SLAT has been tasked by the SEC with addressing:

*Request the State Executive Council (SEC) revisit existing policy restrictions and budgetary constraints with CSA state pool funds for*

*wrap around services for students with disabilities. This review will include whether the community match rate could be utilized, existing parental co-payment policies for additional services not include in the individualized education program (IEP), and the prohibition on using funds for non-educational services provided by school employees ...*

- **Finalization of Recommendations to the SEC**

After a robust discussion, the following recommendations were approved by SLAT and will be presented to the SEC for their consideration at their September meeting:

1. Move special education wraparound funds to the community-based match category. (*Motion by Victor Evans, seconded by Chuck Walsh and carried.*)
2. No recommendation made on parental co-payments. The guidelines for assessing and instituting parental co-payments should be included in the proposed educational effort as described in recommendation 4 below. (*Motion by Victor Evans, seconded by Janet Areson and carried.*)
3. No recommendation made on the prohibition on using funds for non-educational services provided by school employees. (*Motion by Carl Ayers, seconded by Victor Evans and carried.*)
4. Direct OCS to collaborate with appropriate stakeholders to develop and implement a plan to educate state and local partners about issues related to special education wraparound funding including: eligibility and access; types of community-based services allowable; clarification of the parental co-payment requirements; process for localities to request the allocation; and encouraging early intervention practices. (*Motion by Angela Neely, seconded by Victor Evans and carried.*)

SLAT also discussed and noted that rural localities often struggle with the unavailability of community-based services due to low demand for the services and a lack of sufficiently trained workforce. Use of CSA funds to support services provided within the public school setting for students with an IEP was also discussed. Per the Superintendent of Public Instruction's memorandum of January 29, 2010, use of CSA funds in this instance is prohibited.

A separate report on these recommendations is included as Attachment A.

#### **Committee Member Updates**

Several SLAT members provided updates including:

- Fostering Futures became effective July 1, 2016. VDSS is developing a series of FAQs about the program. Questions should be referred to Carl Ayers.
- The 15<sup>th</sup> Annual Virginia Central Region CSA Training and Resource Day will be held on Monday, September 26, 2016.

#### **Adjournment**

There being no further business, the meeting adjourned at 12:00 p.m. on a motion by Carl Ayers, seconded by Sabrina Gross and carried.

August 4, 2016

# STATE AND LOCAL ADVISORY TEAM (SLAT) GUESTS

## Sign-in Sheet

Name	Organization	Email Address
Judy Sorrell	Commonwealth Autism	jsorrell@autismva.org
Kristi Schaba	OCS	kristi.schaba@esa.virginia.gov
Andre Richmond	CSA Coord. Bristol & Wash Co.	arichmond@highlandssb.org
Bill Elwood	VICOPPA	welwood@elwood-consulting.com
Letha Fisher	VDH	letha.fisher@VDH.Virginia.gov
Janet Areson	VML	jareson@vml.org
Kate Boyle	VAC	kboyle@vaca.org
Howard Sanderson	OCS	Howard.Sanderson@DSS.Virginia.gov
Annette Larkin	OCS	Annette.Larkin@CSA.Virginia.gov
Deirdre Edwards	Central Health	dee.edwards@centralhealth.com
Dominique Pretlow	CSA Coord. James City County	Dominique.Pretlow@jamescitycountyva.gov
Ron Bellay	29 <sup>th</sup> DIST CSU	
Sue Rowland	FFX + Ro Co	
Aleg Carr	Judiciary	gcarr@courts.state.va.us
Heath Mills	VCOY	lmills@vcog.virginia.gov
Kara Brooks	Harbor CSA	Kmbrooks@harborcount.gov
Marta Lawrence	Delighton Conty James City County Manager	M.Lawrence@delightonva.us
BARRY CHLUBNIKOW	Virginia Institute Autism	bchlubnikow@vrschool.org

The State Executive Council (SEC) requested the State and Local Advisory Team (SLAT) to provide recommendations to respond to the Virginia Commission on Youth to address policy and budgetary constraints to the use of Special Education Wraparound funds appropriated through the Children's Services Act.

The SLAT engaged in discussion of these questions over several meetings and conducted a survey of the Special Education Directors in the local school divisions, CSA stakeholders (Community Policy and Management and Family Assessment and Planning Team members), and parents of students with disabilities. After consideration of the information gathered, the SLAT agreed to the following recommendations at its August 4, 2016 meeting.

### **Recommendations in Response to Specific Requests of the Commission on Youth**

1. Could the community match rate be utilized for Special Education Wraparound services?

The SLAT recommends that the SEC move the Special Education Wraparound funds to the community-based match category.

#### *Background and Rationale:*

In 2009, the State Executive Council assigned all services funded through the CSA to one of three local match rate categories: base rate, congregate care (25% above the base rate) and community-based (50% below the base rate). The funds that are now known as Special Education Wraparound were initially assigned to the community-based match grouping. Due to state budget constraints in FY2011, these services were moved to the base match rate and other restrictions were imposed to address budgetary and programmatic concerns.

The nature of the services provided through the Special Education Wraparound category are limited to those provided in the community-setting and are indistinguishable from other community-based services in the lower match rate grouping. Data collected by the SLAT suggested that the need for local government to contribute matching funds is a major contributing factor to not requesting and utilizing these funds.

#### *Possible Impact:*

The annual appropriation for Special Education Wraparound is \$2.2 million. As these funds are specifically delineated and limited in the Appropriation Act, this recommendation will not result in any state expenditure above the appropriated amount.

One factor to consider is that lowering the match rate will result in less overall funding being available in the Special Education Wraparound pool. At the base match rate, the state share is 65% resulting in a total pool of funds of \$3.4 million. Should the match rate be reduced to the

community-based category, the state share will increase to 81.5% resulting in a total pool of funds of \$2.7 million. Should the appropriated funds be (more) fully utilized and the state share remain capped as a result of this proposed change, some localities presently utilizing these funds at a high rate, could see overall “purchasing power” reduced.

2. Existing parental co-payment policies for additional services not included in the individualized education program (IEP)

The SLAT declined to make a recommendation about this issue except that the guidelines for assessing and instituting parental co-payments should be included in a proposed educational effort as described in Recommendation 4. below.

*Background and Rationale:*

The Code of Virginia (§2.2-5206.3) requires each CPMT to “establish policies to assess the ability of parents or legal guardians to contribute financially to the cost of services to be provided and, when not specifically prohibited by federal or state law or regulation, provide for appropriate parental or legal guardian contribution, utilizing a standard sliding fee scale based upon ability to pay.” The specifics of such policies, including when such parental contributions may be waived (e.g., if the contribution might represent a barrier to access of needed services) are at the discretion of the local CPMT. Additionally, data gathered by the SLAT did not indicate that parental co-payment requirements represented a meaningful barrier to access to the Special Education Wraparound funding and services.

3. Prohibition on using funds for non-educational services provided by school employees

The SLAT declined to make a recommendation about this issue.

*Background and Rationale:*

The activities of school personnel are under the jurisdiction of the local educational authority (LEA). If an LEA opts to allow contracted employees to provide non-educational, community based services as part of their employment, CSA is silent as to this action. CSA funds cannot however, be utilized to offset or supplant the contracted salaries of LEA employees who may be approved by the LEA to provide non-educational services. Additionally CSA funds cannot be utilized to support any services for students with disabilities provided within the public school setting or in the Individualized Education Program (IEP) of a student with a disability with the exception of those in private educational placements in accordance with their IEP. Finally, LEA employees who request and are granted approval to undertake outside employment to provide such services can receive funding through the CSA.

## **Additional Recommendations**

4. The State Executive Council should direct the Office of Children's Services to collaborate with appropriate partners to develop and implement a plan to educate state and local partners about issues related to the Special Education Wraparound funds including:
  - Clarification of which students are eligible for access to these funds;
  - What types of community-based services are allowable to be funded;
  - Clarification of the parental co-payment requirements as described in 2. above;
  - The process for localities to request allocations for Special Education Wraparound funds from the Office of Children's Services;
  - Encouraging local schools to refer students with disabilities for intervention via CSA early and before an IEP for private education placement becomes the most likely least restrictive environment.
  
5. The SLAT also discussed and noted (without a specific recommendation) that many of the community-based services that might be needed to assist students with disabilities (e.g., Applied Behavioral Analysis) are unavailable in many localities due to lack of sufficient trained workforce and low demand in many less urban areas of the state making it difficult to attract and support qualified providers. The SLAT suggested that jurisdictions could be encouraged to collaborate on a regional basis to enhance capacity.

**GOALS AND STRATEGIES FOR THE FY16-FY18 BIENNIAL PLAN  
ENDORSED BY THE SEC AND SLAT - December 3, 2015**

**GOAL 1:** Support implementation of a singular, unified system of care that ensures equal access to quality services for at risk youth across the Commonwealth.

<b>Strategy</b>	<b>Responsible Body</b>	<b>Target Completion Date</b>
1. Continue promotion of High Fidelity Wraparound/ Intensive Care Coordination as an evidence-based intervention through sustaining the activities of the HFW Center of Excellence on the expiration of federal grant funding (9/30/16) and continued collaboration with state and local partners to advance the practice of HFW and expand funding options for the intervention.	SEC, SLAT and OCS	Ongoing
2. Increase family participation in all aspects of the system of care by enhanced support for a child-centered, family-focused system by policy guidance and support of practices to increase family access and voice in the CSA process, including provision of ongoing training opportunities in this area.	SEC, SLAT and OCS	Ongoing
3. Review, clarify, and revise as necessary, relevant SEC policies that impact access to and quality of services (e.g., CSA eligibility as a Child in Need of Services, "Carve Out of Allocation for Development of New Services). Continue efforts to align SEC policies with those of other child-serving agencies as appropriate.	SEC	6/30/2017
4. Work with the Department of Education and other state and local stakeholders to examine and improve practices and develop greater collaboration with CSA regarding the placement of students with educational disabilities in the least restrictive environment. Review and recommend/adopt adjustments to SEC policy on the use of special education wraparound funds as appropriate.	SEC, SLAT OCS	6/30/2017
5. Work with/assist the Department of Medical Assistance Services (DMAS) and other appropriate agencies and groups to revise regulations governing residential treatment for children and adolescents to ensure consistent access, care coordination and improved outcomes.	OCS	6/30/2017
6. Support cross-secretariat leadership (i.e., HHR, Education, and Public Safety and Homeland Security) through the Governor's Children's Cabinet on policy, funding and practice issues to enhance outcomes for high-risk populations including youth involved in the juvenile justice system and those at-risk of long-term school suspension or expulsion due to emotional and/or behavioral problems.	SEC OCS	Ongoing

**GOAL 2:** Support informed decision making through utilization of data to improve child and family outcomes and public and private provider performance in the provision of services through the Children's Services Act.

Strategy	Responsible Body	Target Completion Date
1. Improve availability of meaningful data via statistics on the CSA web page and expand information via data "dashboards". Work with local governments to define relevant data for inclusion, specifically common outcome metrics across the CSA service array.	SEC Outcome Committee, SLAT and OCS	Ongoing
2. Continue to enhance collection, analysis, availability and utilization of appropriate client, local and state level data to enable comprehensive analysis of needs, services, providers, and outcomes. Utilize data and predictive analytics as a basis for quality improvement activities. Explore opportunities for follow-up after receiving CSA services to determine long-term outcomes.	SEC Outcome Committee, SLAT and OCS	Ongoing
3. Enhance utilization and value of the Child and Adolescent Needs and Strengths Assessment (CANS) for service planning and identification of needs by release of and training on the new CANVaS 2.0 software platform which will include enhanced: <ul style="list-style-type: none"> <li>• child level reporting capabilities to allow needs and strengths identification, progress monitoring, and adjustments of service plans</li> <li>• assessment of a child's experiences of trauma</li> <li>• ability (for children in the foster care system) to assess needs and strengths in the areas of safety, permanency and well-being and for concurrent permanency planning.</li> </ul>	OCS VDSS	6/30/2017

**GOAL 3: Improve the operational effectiveness and accountability of CSA administration.**

<b>Strategy</b>	<b>Responsible Body</b>	<b>Target Completion Date</b>
1. Develop and implement guidelines for the process of SEC promulgation of policies including stages and time frames for public notice, public comment, and evaluation of potential state and local fiscal impact	SEC	6/30/2017
2. Develop and adopt clear policy guidance regarding criteria for denial of CSA state pool funds in response to audit findings and subject to the SEC Dispute Resolution Policy	SEC and SEC Finance and Audit Committee	06/30/2017
3. Continue engagement of CPMT representatives (including parents and private providers), juvenile judges, school superintendents, government administrators, and elected leaders in local administration of the CSA through increased opportunities for education and dialogue.	SLAT and OCS	Ongoing
4. Enhance integration of fiscal and data reporting requirements and systems to reduce local administrative burden and improve accuracy and utility of data for program evaluation and improvement and fiscal operations.	OCS and SEC Finance and Audit Committee	6/30/2017
5. Continue implementation of a robust training plan including development and implementation of a group of e-learning courses to make training on core CSA policies and practices available "on-demand", especially for newly hired staff of local child-serving agencies.	SLAT and OCS	Ongoing
6. Build/enhance a systemic culture of collaboration across state and local CSA stakeholders through technical assistance in team building, communication, consensus building, etc.	SLAT and OCS	Ongoing
7. Enhance collaboration between SLAT and SEC through periodic joint meetings for review of strategic planning initiatives.	SEC and SEC	Ongoing