

**STATE EXECUTIVE COUNCIL (SEC)
FOR CHILDREN'S SERVICES
Richmond/Henrico Rooms
1604 Santa Rosa Road
Richmond, VA
Thursday, December 13, 2018**

SEC Members Present:

The Honorable Daniel Carey, M.D., Secretary of Health and Human Resources
The Honorable Richard "Dickie" Bell, Member, Virginia House of Delegates
The Honorable Mary Biggs, Member, Montgomery County Board of Supervisors
Sophia Booker, Service Recipient Representative
Eric Campbell, City Manager, City of Harrisonburg
Courtney Gaskins, Ph.D., Director of Program Services, Youth for Tomorrow
The Honorable Willie Greene, Vice Mayor, City of Galax
Patricia Haymes, for James Lane, Ed.D, Superintendent of Public Instruction, Virginia Department of Education
Bob Hicks, for M. Norman Oliver, M.D., Commissioner, Virginia Department of Health
The Honorable Catherine Hudgins, Member, Fairfax County Board of Supervisors
Sandra Karison for Karl Hade, Executive Secretary of the Supreme Court of Virginia
Ann Bevan for Jennifer Lee, M.D., Director, Department of Medical Assistance Services
S. Hughes Melton, M.D., Commissioner, Virginia Department of Behavioral Health and Developmental Services
Karen Reilly-Jones, Chair, State and Local Advisory Team (SLAT)
The Honorable Frank Somerville, Presiding Judge, 16th Judicial District, Juvenile and Domestic Relations District Court
Amanda Stanley, President and CEO, DePaul Community Resources
Jessica Stern, Parent Representative
Duke Storen, Commissioner, Virginia Department of Social Services
Jeanette Troyer, Parent Representative

SEC Members Absent:

Andrew Block, Director, Department of Juvenile Justice
R. Morgan Quicke, County Administrator, Richmond County
The Honorable Jennifer Wexton, Member, Senate of Virginia

Other Staff Present:

Maris Adcock, Business Manager, OCS
Stephanie Bacote, Program Audit Manager, OCS
Rendell Briggs, Program Auditor, OCS
Annette Larkin, Program Auditor, OCS
Marsha Mucha, Administrative Staff Assistant, OCS
Kim Piner, Senior Assistant Attorney General, Office of the Attorney General
Scott Reiner, Executive Director, OCS
Zandra Relaford, Assistant Director, OCS
Carol Wilson, Program Consultant, OCS

Introductions and Opening Remarks

Secretary Carey called the meeting to order at 9:30 a.m. and welcomed everyone. Eric Campbell was introduced as the newest local government representative to the SEC and introductions were made.

The minutes of the September 20, 2018 meeting were approved on a motion by Mary Biggs, seconded by Jessica Stern and carried.

Secretary Carey presented Eric Reynolds with a resolution commending him for his service as counsel to the SEC and OCS during his tenure at the Office of the Attorney General. SEC members wished Mr. Reynolds well in his new position with the Court Improvement Program at the Supreme Court of Virginia.

Public Comment

Bill Elwood, Executive Director of the Virginia Association of Independent Specialized Education Facilities (VAISEF) provided public comment on the Virginia Private Day Special Education Rate Study.

Executive Director's Report

Mr. Reiner reported on the following items:

- *Summary of CSA Expenditures (FY16-FY18)* – Total CSA expenditures were \$393,965,826 for FY18, an overall increase of 7.84% since FY16. Final OCS FY18 expenditures saw a continued rise in private day special education services over FY17 while expenditures for residential services declined.
- *Annual Reports to the General Assembly* - Five reports required annually by the Appropriation Act have been filed with the Legislative Information System (LIS). Members were provided with copies in their meeting materials. Questions concerning the reports should be directed to Mr. Reiner.
- *OCS Training Summary (FY19, Quarter 1)* – Members received a copy of the training summary in their meeting materials. A New CSA Coordinator Academy will be held March 26 – 28, 2019. The Annual CSA Conference will be held in Roanoke April 30 – May 1, 2019.

Biennial SEC Progress Report and Strategic Plan

Mr. Reiner provided background information on the report and previous process for development of the strategic plan. The next report will be due in December 2019. Secretary Carey reported that the SEC's Executive Committee discussed the report at its last meeting. The Executive Committee endorsed a joint meeting with the State and Local Advisory Team (SLAT) in September 2019 to set goals and objectives for the strategic plan.

After further discussion, the SEC membership concurred with the Executive Committee's recommendation. The SEC's September 19, 2019 meeting will be extended to include a facilitated strategic planning process to develop goals and objectives for inclusion in the SEC's Biennial Progress Report.

SEC Finance and Audit Committee

Secretary Carey noted that members had received a copy of the Finance and Audit Committee Charter in their meeting packets. The Finance and Audit Committee is a standing committee of the SEC but has recently been inactive.

Secretary Carey reported that re-activation of the committee was discussed at the recent SEC Executive Committee meeting. The Executive Committee supports the process as outlined in the Finance and Audit Committee Charter. Mrs. Biggs, who has served on the Committee, stated that she found the work of the Finance and Audit Committee to be both educational and informative to her as a member of the SEC. The Committee was able to monitor the impact of the OCS Audit Program and vet information to be presented to the full Council.

After further discussion, Secretary Carey stated that the SEC's Finance and Audit Committee would be re-activated.

Audit Repayment Plan – Lunenburg County

Prior to the report on Lunenburg County, Mr. Reiner reviewed and discussed with members a status report, as of December 1, of OCS audit findings for FY16 – FY18. Mr. Reiner then provided members with background information and findings of the audit report (CSA Audit Report 05-2015) of Lunenburg County and the subsequent denial of funds.

Mr. Reiner reported that Lunenburg County has signed an agreement and plan of repayment of funds based on the areas of noncompliance that warranted the denial of funds. Members reviewed the agreement and plan. A motion was made by Mary Biggs, seconded by Catherine Hudgins and carried to accept the agreement and plan of repayment as presented.

State and Local Advisory Team (SLAT) Report

Karen Reilly-Jones, SLAT Chair reported. SLAT's last meeting was December 6. SLAT is working to centralize information for enhanced collaboration efforts. As part of that endeavor, SLAT members are working to stay informed about the activities of various workgroups and committees that affect the child and family system.

SLAT is also working on the request from the SEC to analyze the usage of non-mandated funding. SLAT reviewed data from the last two fiscal years and is using that information to draft a survey. SLAT anticipates that the survey will yield helpful information about the underutilization of non-mandated funds and identify opportunities for growth to report to the SEC.

Continuous Quality Improvement (Utilization Management) Ad Hoc Workgroup

Mary Biggs, a member of the work group reported. She noted that the workgroup would meet tomorrow, December 14. The workgroup will be focusing on planning/development and training activities for the pilot sites. On-site training for the pilot sites is planned for February and March 2019.

Howard Sanderson, Senior Research Associate for CSA/DSS provided a demonstration of the CQI dashboard, which includes CQI elements and metrics that localities can use to help them analyze and digest their data.

Family First Prevention Services Act Update

Carl Ayers, Director of Family Services at VDSS, provided a brief update on activities related to implementation of the Act.

Proposed SEC Policy 3.6 – Child and Adolescent Needs and Strengths (CANS)

Mr. Reiner reported that members received a copy of all comments, both on the intent to develop policy and on the proposed policy. During the 60-day public comment period on the proposed policy, five comments were received.

Members also received a copy of the proposed policy in its final draft form. Mr. Reiner reported that the proposed policy was vetted by the Office of the Attorney General (OAG) and, for fiscal impact, by the Virginia Association of Counties (VACo) and the Virginia Municipal League (VML).

After additional discussion, a motion was made by Courtney Gaskins, seconded by Mary Biggs and carried to approve the policy.

Presentation: Activities Related to Private Day Special Education Programs

Mr. Reiner reported that members received a copy of RD434 – Private Day Special Education Outcomes issued on November 1, 2018. The 2018 Appropriation Act required OCS and the Virginia Department of Education (VDOE) to “facilitate a workgroup to identify and define outcome measures to assess students’ progress in private day placements.”

Mr. Reiner presented an update on activities related to private day special education programs including the ten recommended outcome measures identified by the Private Day Special Education Outcomes Workgroup and included in the above report. His presentation also included an update on the cost study currently being conducted by the Public Consulting Group (PCG). The final report on the study is due by July 1, 2019.

Public Comment II

There was no public comment.

2019 Meeting Schedule

Members received a copy of the 2019 meeting schedule. Meeting dates are: March 21, June 20, September 19* and December 12. *Extended meeting time.

Member Updates

Due to time constraints, there were no member updates.

Closing Remarks and Adjournment

There being no further business the meeting adjourned at 12:10 p.m.