

**STATE EXECUTIVE COUNCIL (SEC)  
FOR CHILDREN'S SERVICES  
1604 Santa Rosa Road  
Richmond/Henrico Rooms  
Richmond, VA  
Thursday, September 14, 2023**

**SEC Members Present:**

Leah Mills, Deputy Secretary of Health and Human Resources for The Honorable John Littel,  
Secretary of Health and Human Resources (*SEC Chair*)  
Carl Ayers for Danny Avula, M.D., Commissioner, Virginia Department of Social Services  
Beth Coyne for Karl Hade, Executive Secretary of the Supreme Court of Virginia  
The Honorable Carrie Coyner, Member, Virginia House of Delegates  
The Honorable Willie Greene, Mayor, City of Galax  
Natalie Handy, VP of Government Affairs & Advocacy, Health Connect America  
Kathryn Hayfield, Commissioner, Department for Aging and Rehabilitative Services  
Dale Holden, Jr. for Amy Floriano, Director, Department of Juvenile Justice  
Michelle Johnson, County Administrator, Charles City County  
The Honorable Chad Logan, Judge, 26<sup>th</sup> Judicial District, Juvenile and Domestic Relations  
District Court  
Jeff Lunardi for Cheryl Roberts, Director, Department of Medical Assistance Services  
The Honorable T. Montgomery "Monty" Mason, Member, Senate of Virginia  
Anahita Renner, Parent Representative  
Ron Spears, CEO, Elk Hill  
Rebecca Vinroot, Chair, State and Local Advisory Team (SLAT)

**Other Staff Present:**

Stephanie Bacote, Program Audit Manager, OCS  
Mary Bell, Program Consultant, OCS  
Marsha Mucha, Administrative Staff Assistant, OCS  
Scott Reiner, Executive Director, OCS  
Kristi Schabo, Senior Policy and Planning Specialist, OCS  
Carrie Thompson, Research Associate Senior, OCS  
Jennifer Williamson, Senior Assistant Attorney General

**Members Absent:**

The Honorable Christopher Faraldi, Member, Lynchburg City Council  
The Honorable Margaret Angela Franklin, Prince William County Board of Supervisors  
Samantha Hollins, Ph.D. for Lisa Coons, Superintendent of Public Instruction, Virginia Department of  
Education  
The Honorable Dalia Palchik, Member, Fairfax County Board of Supervisors  
Karen Shelton, MD, Commissioner, Virginia Department of Health  
Nelson Smith, Commissioner, Virginia Department of Behavioral Health and Developmental Services

### **Call to Order/Opening Remarks**

Leah Mills, Deputy Secretary of Health and Human Resources, called the meeting to order at 9:35 a.m. She welcomed everyone on behalf of Secretary Littel. Introductions were made. Mrs. Mills noted that today Governor Youngkin would be signing the 2024 amended state budget.

### **Approval of Minutes**

The minutes of the June 8, 2023, meeting were approved on a motion by Carl Ayers, seconded by Monty Mason, and carried.

### **Public Comment**

Public comments were made by the following individuals:

- Eric Reynolds, Director of the Office of the Children’s Ombudsman - Mr. Reynolds reported that his office has been seeing a trend in complaints related to relinquishment of custody in order for families to access services. In some cases, families are being told to file relief of custody petitions and are not being advised of the options of CSA parental agreements and/or non-custodial foster care agreements.
- Michael Thomas, McGuire Woods Consulting made public comment on behalf of the Virginia Association of Independent Specialized Education Facilities (VAISEF). He introduced Mr. Jerry Baldwin as the new VAISEF Executive Director. Mr. Thomas also thanked the SEC and the SEC’s legislative members, Delegate Coyner and Senator Mason, for their support regarding the implementation of private day rate setting and the resulting outcome of the removal of that language from the state budget.
- Mary Ottinot, parent and member of the Virginia Behavioral Health Advisory Committee reminded SEC members to be mindful that the Americans with Disabilities Act (ADA) includes protections for those with mental health issues.

### **2023 CSA Service Gap Survey**

Carrie Thompson, Research Associate Senior for OCS presented on the 2023 CSA Service Gap Survey. Ms. Thompson provided background information and the methodology used in compiling the Survey. She reviewed and highlighted the results of the Survey. Ms. Thompson also demonstrated a new dashboard that will assist stakeholders in analyzing and utilizing the data at the local level.

Both the Survey and dashboard will be posted to the CSA website in the coming weeks.

### **State and Local Advisory Team (SLAT) Report**

Rebecca Vinroot, SLAT Chair, provided the update. She reported that SLAT last met on August 3, 2023.

- SLAT has reviewed and made updates to their bylaws. SEC members received a copy of the draft revised bylaws for their review in their meeting packets. Mrs. Vinroot asked that the SEC approve the changes to the SLAT bylaws. A motion was made by Carrier Coyner, seconded by Michelle Johnson, and carried to approve the revised SLAT bylaws.
- Mrs. Vinroot has been serving as a member of the Safe and Sound Task Force. One of the products developed by the Task Force is a universal referral form to be used for congregate placement requests. The form, which is to be used as a “first glance” for referral will be

piloted for a few months and will be available on DSS Fusion (intranet) and the CSA website next week.

- Mrs. Vinroot announced that she would be leaving her position with James City County in December to focus on family. The SEC membership wished her well and thanked her for her service on behalf of the children and families of Virginia.

### **SEC Policy Manual**

Kristi Schabo, Senior Policy and Planning Specialist for OCS presented three Notices of Intent to Develop/Revise SEC policies for the SEC's consideration and approval. Those policies were:

- Policy 2.4 – Public Participation in Policy-Making Actions
- Policy 3.4 – Dispute Resolution Process
- Policy 4.2 – Payment for Services and Change of Legal Residence

Ms. Schabo reviewed each of the proposed changes/ additions to the policies. She further explained that if approved today the Notice of Intent to Develop/Revise Policy notices along with the draft revised policies would be disseminated for a 45-day public comment period. A compilation of those comments would be presented at the SEC's December 2023 meeting for consideration of further action.

The Notices of Intent and the revised policies were approved for a 45-day public comment period (ending October 30, 2023) as follows:

- Policy 2.4 – on a motion by Anahita Renner, seconded by Kathryn Hayfield and carried.
- Policy 3.4 – on a motion by Monty Mason, seconded by Natalie Handy and carried.
- Policy 4.2 – on a motion by Jeff Lunardi, seconded by Michelle Johnson and carried.

### **SEC Bylaws**

Mr. Reiner presented proposed revisions to the SEC bylaws. Members received a marked-up copy of the proposed revisions to the bylaws with their meeting materials. Mr. Reiner noted that no action was needed today. He asked that members review and send specific comments/feedback to him as a final version will be on the SEC's December 2023 meeting agenda for consideration and approval.

### **OCS Executive Director's Report**

Mr. Reiner reported on the following items:

- As noted earlier, the issue of private day special education rate setting has been resolved.
- SEC members received a copy of the final FY2023 OCS Training Summary in their meeting packets.
- OCS will close out FY2023 on September 30, 2023. Localities have until that date to submit final pool fund reimbursement requests.
- CSA's 12<sup>th</sup> Annual Conference will be held at the Hotel Roanoke and Conference Center, October 17 and 18, 2023. Pre-conference sessions for CSA coordinators, members of FAPTs and CPMTs will held on October 16, 2023.

## **SEC Strategic Plan**

Members continued their discussions from the June 2023 SEC meeting on the development of the 2024-2025 Strategic Plan. Mr. Reiner asked Ms. Schabo to report on the progress to date.

Ms. Schabo explained that the ideas from the brainstorming session at the June 2023 SEC meeting were compiled and sent out to the membership for further thoughts/suggestions in advance of today's meeting. SLAT also received the compilation for review at their August 2023 meeting. The compilations and feedback received were included in the draft document members were reviewing today.

Goals and metrics were categorized under three areas:

- Policy and Oversight
- Leadership and Collective Action
- Empowering Families and Communities

Ms. Schabo reviewed each of the goals and metrics under the three areas in the draft document. Members made comments, provided feedback, and made suggested changes to each of the strategic planning areas.

A finalized document will be sent to members for their review in advance of the December 2023 SEC meeting.

## **Closing Remarks and Adjournment**

There being no further business, the meeting adjourned at 2:00 p.m. The next meeting is scheduled for December 14, 2023 and will be an extended meeting.