

APPROVED

**FAUQUIER COUNTY
DEPARTMENT OF SOCIAL SERVICES
COMMUNITY POLICY & MANAGEMENT TEAM
November 19, 2025**

MINUTES

ATTENDANCE:

Present:

- Mr. Tom Pavelko, CPMT Chair
- Mr. Michael Mahoney, Admin Program Manager
- Ms. Carly Baughn, CSA Coordinator
- Ms. Sheryl Reinstrom, Encompass Executive Director
- Ms. Heather MacMahon, Parent Representative
- Ms. Angie Gum, Fauquier County Schools Director of Special Education
- Ms. Lisa Trapani, Social Services CSA Program Specialist

Absent:

- Ms. Crystal Hale, Social Services Director

ADOPTION OF THE NOVEMBER AGENDA & SEPTEMBER 2025 MINUTES:

Ms. Angie Gum motioned for approval of the November 2025 Agenda. Ms. Sheryl Reinstrom second the motion, and the vote was unanimous as follows:

Ayes: Mr. Tom Pavelko and Ms. Heather MacMahon

Nays: None

Absent from vote: Ms. Crystal Hale

Abstention: None

Ms. Sheryl Reinstrom motioned for approval of the September 2025 Minutes. Ms. Heather MacMahon second the motion, and the vote was unanimous as follows:

Ayes: Mr. Tom Pavelko and Ms. Angie Gum

Nays: None

Absent from vote: Ms. Crystal Hale

Abstention: None

CSA REPORTS:

Expenditure Report:

Ms. Baughn shared with the team that as of November 18th, the FY2026 gross total expenditure paid to date is \$883,680.04, with \$35,400.81 in refunds, for a net expenditure of \$848,279.23.

Foster Care Placement Report:

Ms. Baughn presented the foster care placement report as of November 18th. Since the last meeting there have been several changes:

- Two new siblings came into care
- Two of four siblings finalized Kin Gap permanency
- One child stepped down from residential home to a group home
- One child went from a foster home to an Independent Living Program
- One child came into care
- One child moved from being on their own to an Independent Living Program
- One child aged out of foster care
- Two children returned home
- The siblings are now under adoption assistance and no longer under CSA funding

Private Day Placement Report:

This report was as of November 18th. There is a total of twenty (20) students in private day placements currently.

Ms. Angie Gum motioned for approval of the Foster Care and Private Day Placement report. Ms. Sheryl Reinstrom seconded the motion, and the vote was unanimous as follows:

Ayes: Mr. Tom Pavelko and Ms. Heather MacMahon

Nays: None

Absent from vote: Ms. Crystal Hale

Abstention: None

Case Load Report:

Ms. Baughn presented the Case Load Report. As of this date, there are one hundred and twenty-seven (127) cases that CSA has served from the community thus far this fiscal year.

OCS UPDATES:

OCS Memo #25-12 Changes to Login Procedures – OKTA:

The Office of Children's Services will remove the multi-factor authentication used to log in to the OCS website and now has a new system through an app for verification.

OTHER BUSINESS:

Mr. Mahoney advised the team that the CSA team is still working on getting a new provider representative for our CPMT and FAPT teams.

ADJOURNMENT:

There was no further business before the committee and the meeting was adjourned at 1:52 p.m.

Next Meeting Date: January 14, 2026