

**STATE EXECUTIVE COUNCIL (SEC)  
FOR CHILDREN'S SERVICES  
1604 Santa Rosa Road  
Richmond/Henrico Rooms  
Richmond, VA 23229**

**Thursday, June 12, 2025**

**SEC Members Present:**

Leah Mills, Deputy Secretary of Health and Human Resources for The Honorable Janet Kelly,  
Secretary of Health and Human Resources (*SEC Chair*)  
Carl Ayers for James Williams, Commissioner, Virginia Department of Social Services  
John Budesky, County Administrator, Hanover County  
The Honorable Kevin Carroll, Member, Chesterfield County Board of Supervisors  
Nicole Gore for Nelson Smith, Commissioner, Virginia Department of Behavioral Health  
and Developmental Services  
Catherine Harrison for Kathryn Hayfield, Commissioner, Department for Aging  
and Rehabilitative Services  
Samantha Hollins, Ph.D. for Emily Anne Gullickson, Superintendent of Public Instruction,  
Virginia Department of Education  
The Honorable Jacob Holmes, Vice Mayor, City of Bristol  
Mills Jones, Chair, State and Local Advisory Team (SLAT)  
Sandra Karison for Karl Hade, Executive Secretary of the Supreme Court of Virginia  
The Honorable Chad Logan, Judge, 26<sup>th</sup> Judicial District, Juvenile and Domestic Relations  
District Court  
The Honorable Barbara Null, Member, James City County Board of Supervisors  
Laura Reed for Cheryl Roberts, Director, Department of Medical Assistance Services  
Nancy Robbins, Parent Representative  
Ron Spears, CEO, Elk Hill, Private Provider Representative  
The Honorable Schuyler VanValkenburg, Member, Senate of Virginia

**Other Staff Present:**

Mary Bell, Program Consultant, OCS  
Rachel Friedman, Program Auditor, OCS  
Marsha Mucha, Administrative Staff Assistant, OCS  
Scott Reiner, Executive Director, OCS  
Kristi Schabo, Senior Policy and Planning Specialist, OCS  
Susan Whyte, Assistant Attorney General

**Members Absent:**

The Honorable Carrie Coyner, Member, Virginia House of Delegates  
Susan Fischer Davis, MD, for Karen Shelton, MD, Commissioner, Virginia Department of Health  
Andrea McMahan for Amy Floriano, Director, Department of Juvenile Justice  
Anahita Renner, Parent Representative  
The Honorable Amelia Ross-Hammond, Member, Virginia Beach City Council  
Melvin Roy, Founder and CEO of Foster-U, Service Recipient Representative

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

Leah Mills, Deputy Secretary of Health and Human Resources, called the meeting to order at 9:30 a.m. A quorum was present.

The meeting agenda was approved on a motion by Barbara Null, seconded by Jacob Holmes.

### **Member Introduction**

Mrs. Mills welcomed everyone and noted the virtual attendance of members of the Governor's Fellows Program who are working on initiatives within the Health and Human Resources secretariat. She highlighted Governor Youngkin's *Safe Kids/Strong Families* initiative, which builds upon the Administration's progress in kinship support and *Right Help, Right Now*. Introductions were made.

### **Public Comment**

There was no public comment.

### **Excellence in CSA Recognition**

As part of the SEC's Strategic Plan, the SEC has developed a process to acknowledge areas of local excellence and best practices. The Excellence in CSA Award, established in March 2025, recognizes a local CSA program's commitment to positively impacting the lives of children, youth, and families through collaboration, authentic engagement, and a system of care.

Deputy Secretary of Health and Human Resources Leah Mills presented the SEC's June 2025 Excellence in CSA Award to the Bedford County CSA program on behalf of the SEC. Representing the Bedford County CSA were:

- Alicia Tuck, CSA Coordinator
- Kathleen Williams, FAPT Coordinator
- Glenda Hensley, CSA Office Administrator
- Tomi Turner, DSS Assistant Director
- Cat Dennis, Foster Care Case Manager
- Kathy McElroy, Foster Care Supervisor
- Athena Stanley and Laurie Lynch, FAPT and DSS CPMT Representatives
- Justin Stauder, County Administrator

### **Approval of Minutes**

On a motion by John Budesky, seconded by Barbara Null, the SEC approved the March 13, 2025 meeting minutes.

### **SEC Policy Review**

#### *Policy 2.1.3 – Individual Participation in State Executive Council Meetings by Electronic Means*

Ms. Schabo reported that the SEC approved Policy 2.1.3 for a 60-day public comment period at the March 13, 2025 meeting. No public comments were received.

Policy 2.1.3 provides guidance to the SEC regarding the parameters of electronic participation in SEC meetings or any committees established by the SEC. The proposed changes bring the current policy

into compliance with the guidelines set forth in §2.2-3708.2 and §2.2-3708.3, as amended, effective July 1, 2024.

There was discussion concerning the need for an additional policy to govern electronic meetings due to emergency situations. This will be discussed in more depth at the September SEC meeting.

On a motion by Kevin Carroll, seconded by Nancy Robbins, the SEC approved Policy 2.1.3, Individual Participation in State Executive Council Meetings by Electronic Means, to become effective July 1, 2025.

Policy 4.5.5 – Supplemental Set-Aside

Beginning July 1, 2025, the language outlining the supplemental process will be removed from the Appropriation Act, thus allowing for the dissemination of the state share of CSA funds to localities without needing supplemental requests. As a result, this policy is no longer necessary.

As the proposed action is “necessary to conform to changes in Virginia statutory law or the appropriation act where no agency discretion is involved,” the action is considered exempt from the provisions of SEC Policy 2.4 (Public Participation in Policy-Making Actions).

The proposal is to repeal, in its entirety, the existing SEC Policy 4.5.5 without public comment as an exempt action under SEC Policy 2.4. After further discussion, on a motion by Kevin Carroll, seconded by Nancy Robbins, the SEC approved repealing Policy 4.5.5, Supplemental Set-Aside.

Policy 4.1.1 – Children in Need of Services (CHINS)

SB801 (2025 General Assembly Session) modified the Code of Virginia to include CHINS as a sum-sufficient population for CSA. Two actions on Policy 4.1.1 were presented for the SEC’s consideration:

- The first consideration was to rescind existing Policy 4.1.1 as it is no longer in compliance with the Code of Virginia as revised by the General Assembly (2025 Session) and approved by the Governor, effective July 1, 2025. This action would repeal, in its entirety, the existing Policy 4.1.1 without public comment as an exempt action under SEC Policy 2.4.

After discussion, on a motion by Carl Ayers, seconded by Senator VanValkenburg, the SEC approved repeal of existing SEC Policy 4.1.1, Children in Need of Services (CHINS).

- The second consideration was to publish a Notice of Intent to Develop/Revise Policy to address the legislative changes made by the General Assembly through the proposed draft Policy 4.1.1. which includes CHINS as a sum-sufficient population for CSA. If the SEC approves the draft, revised Policy 4.1.1 will be disseminated for a 45-day public comment period.

As part of the discussion, SEC members recommended changes to Appendix A, the Documentation of Eligibility Form.

- First checkbox - Removing “date of court filing” and the “name of judge” and replacing with “a copy of the court order is attached.”
- Third checkbox – Removing “the child does not meet” and replacing with “the FAPT has not determined”. Also adding that the parent/guardian has been advised of their right to appeal the determination of the FAPT.

On a motion by Senator VanValkenburg, seconded by Jacob Holmes, the SEC approved disseminating Policy 4.1.1 for a 45-day public comment period, once the changes have been made to Appendix A.

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

Mills Jones, SLAT Chair, reported on the following items:

- SLAT last met on May 1, 2025.
- SLAT reviewed proposed SEC policy revisions, the CSA Strategic Planning document and the Family/Youth Satisfaction Survey.
- SLAT further discussed the use of sponsored residential care for children in foster care. DBHDS had presented on the topic during the OCS February 2025 office hours.

Mr. Jones presented the following individuals for the SEC’s approval to continue to serve on SLAT for a term beginning July 1, 2025:

- Amy Swift – LDSS representative
- Kristian Williams-Pugh – local school representative
- The Honorable Marilyn Goss – JDRDC judge representative
- Cristy Corbin – parent representative

Mr. Jones’ recommendations for SLAT membership were seconded by Sam Hollins and approved by the SEC.

### **Annual CSA Training Plan**

Mr. Reiner provided members with a copy of the draft OCS Training Plan for Fiscal Year 2026. He also provided members with a copy of the Fiscal Year 2025 Training Progress Report.

From the draft Training Plan, he highlighted some of the training activities and collaborative training opportunities with other partner agencies and organizations. During the discussion, Carl Ayers asked Mr. Reiner to include the Safe Kids, Strong Families initiative on page 4, under Possible Topics.

On a motion by Mills Jones, seconded by Barbara Null, the SEC approved the OCS Training Plan for Fiscal Year 2026.

### **Presentation**

Justin Savoy, Program Coordinator, Chesterfield Recovery Academy, presented on the Academy. The Chesterfield Recovery Academy services the Central Virginia area. Possible future locations include Loudoun County, Virginia Beach, and Waynesboro.

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

Mr. Reiner reported on the following items:

- For Fiscal Year 2025, total expenditures are expected to increase about 14 percent over Fiscal Year 2024.
- The OCS website is being updated for compliance with accessibility requirements. This work is expected to be completed in 30 to 45 days. The new website will also be compatible with mobile devices.
- SEC members received in their meeting packets several resources for their review and information: Status Report as of June 1, 2025 on the 2024-2025 SEC Strategic Plan; CSA Strategic Planning tools; and a Family/Youth Satisfaction Survey.

At the end of Mr. Reiner's update, an inquiry was made about how county/city officials might receive information on CSA that could potentially have a bearing on their localities. Mr. Reiner will have a conversation with VACo and VML representatives on how information could be shared.

### **Member Remarks/Updates**

Members reported for their agencies and organizations on upcoming trainings, projects, new programs, and other ongoing activities. Members continue to work within their agencies and advocate through their associations for improvements to services and service delivery for Virginia's children, youth, and families.

### **Closing Remarks and Adjournment**

There being no further business, the meeting adjourned at 12:35 p.m. on a motion by Carl Ayers, seconded by Nancy Robbins, and approved by the SEC. The next meeting is scheduled for September 11, 2025.