

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
October 5, 2020

Goochland Powhatan Community Services Board of Directors held its October 2020 meeting on Monday, October 5, 2020 at Virginia House.

Present

Jackie Cahill
Angela Cimmino
Parthenia Dinora
Julie Franklin (via phone)
Erin Harnage (via phone)
Mariah Leonard (via phone)
GaElla Matthews
Yvette McDermott Thomas
Renee Sottong

Absent

Crystal Neilsen-Hall

Staff Attending

Stacy Gill
Lateshia Brown
Carinne Kight
Allison Meyer
Cheryl Smith

Welcome

Stacy Gill welcomed all Board and let them know she had two additions to the agenda that she would review at the end of the meeting. The meeting was brought to order.

Minutes

August 2020 meeting minutes were reviewed for approval. It was noted that there was a mistake in the attendance and Angela Cimmino should have been placed in the absent column. No other amendments were noted.

ACTION: Motion to approve August 2020 meeting minutes as amended, was made by J. Cahill, seconded by G. Matthews. Motion carried by all and August 2020 minutes were approved.

End of Year Report for FY2020

Cheryl Smith, Account Analyst, reviewed the end of year report with the Board. Of note is that the agency was at 120% of budgeted income and 97% of budgeted expenses. Discussion occurred around funding and the impacts of COVID-19 on the agency budget, including budgeting only 40% of FY20 fees for FY21. Additional discussion about possible avenues for reimbursement of COVID-19 expenses occurred and Cheryl reviewed the various reports provided to DBHDS as well as federal applications filed.

ACTION: Motion to approve the FY2020 End of Year Report was made by A. Cimmino, seconded by G. Matthews. Motion carried by all and FY2020 End of Year Report was approved.

Bonus for GPCS Employees

Stacy informed the Board that while the budget looks good, the State is already predicting a budget shortage for next use due to effects of COVID-19. It is likely this budget shortage will catch up to GPCS later this year or early in FY22. At this point, due to that uncertainty Stacy is reluctant to commit to a raise but would really like to give staff a bonus. Stacy proposed that the full time and permanent part time staff to get a bonus that allows them to retain \$1,000 and asked the Board for their thoughts on an hourly staff bonus. The Board discussed Stacy's proposal and came up with three options. First option was full time and permanent part time staff receive a set amount and hourly staff bonus' are based on service. Second option is to give all employees the same amount. Third option is to designate two bonus amounts, one for full time and permanent part time staff and one for hourly staff.

After discussion, the board agreed on option number three, to be paid out with the November 30th paycheck.

ACTION: Motion to administer a one-time net bonus of \$1,000 to all full time and permanent part time staff at GPCS hired prior to July 1, 2020 and administer a \$500 net bonus to all hourly staff at GPCS who were hired prior to July 1, 2020 on the November 30th pay date was made by GaElla Matthews, seconded by A. Cimmino. A vote occurred with two Board members against and seven for. Motion carried on majority vote.

Change of status for supervisors and other professional positions from "Non-exempt" to "Exempt"

Stacy let the Board know that management team has discussed changing of the GPCS supervisors to an exempt status. Discussion began and was decided to be tabled to November's meeting.

Regional, State, and Federal Updates

Stacy informed the Board that as part of complying with the VADOLI emergency regulations the agency implemented an infection disease preparedness and response plan. As part of that GPCS now contracts with professional cleaning service to ensure all required disinfecting and cleaning occurs.

Stacy informed the Board members that those signed up for VACSB virtual conference should have received a registration link. If anyone has not received it or has questions, please let Stacy know.

Stacy let the Board know that Virginia House had a small flood due to a burst toilet supply line at the beginning of September which caused program to be closed for about a week. The floors are now being replaced at the end of October and program will briefly close this month for that install as well.

Board members asked the status of the performance contract and Stacy explained that as the Board knows there was an agreement between the Boards and DBHDS. The extension goes through December 31st and a new one agreed and signed on by January 1st. To date Stacy has not seen a proposed performance contract for January 1. She will keep the Board informed as she gets more information.

Motion to adjourn at 6:14 was made by J. Cahill, seconded by A. Cimmino, and carried by all.

Adjourn 6:14

Erin Harnage, Secretary
EH/ck

Date