

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
June 22, 2020

Goochland Powhatan Community Services Board of Directors held its June 2020 meeting on Monday, June 22, 2020 at Virginia House.

Present

Jackie Cahill
Angela Cimmino
Parthenia Dinora
Julie Franklin
Erin Harnage
Crystal Nielsen-Hall
Renee Sottong

Absent

Mariah Leonard
GaElla Matthews

Staff Attending

Stacy Gill
Lateshia Brown
Carinne Kight
Allison Meyer
Cheryl Smith

Welcome

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

Minutes

March 2020 meeting minutes were reviewed for approval and there was a typo identified on page 2.

ACTION: Motion to approve March 2020 meeting minutes, as amended, was made by J. Cahill, seconded by P. Dinora. Motion carried by all and March 2020 minutes were approved.

Third Quarter Budget Report

Stacy asked Cheryl Smith, Account Analyst, to present the Board with the third quarter report for FY20. Cheryl explained that most of the results are the same as they were during the review in the March Board meeting. Overall, the agency is right on spot as of the third quarter report. There is higher than normal revenue due to onetime funds. Expenditures are at 74% which is right on target. This report only shows through March 2020, so it does not show how COVID-19 has impacted revenues.

ACTION: Motion to approve FY 20 Third quarter budget report as presented, was made by R. Sottong, seconded by E. Harnage. Motion carried by all and FY 20 Third Quarter budget report was approved.

FY21 Budget

Stacy reviewed the proposed FY21 budget with the Board. She explained that she worked with Cheryl to develop a budget which considered impacts from COVID-19. To do that fee revenues were calculated at 60% of the FY20 approved budget. Also, a current mental health case manager was promoted to the Mental Health Case Management Supervisor position, which was vacant, and GPCS will freeze the case manager position until more is known about impacts. There is a slight increase in personnel fringe benefits due to the VRS rate increasing (it is reevaluated every 2 years by VRS). Expenditure categories of supplies, travel, and building expenses were all lowered. One positive that is incorporated is that Goochland County agreed to the increase requested for local appropriations. Powhatan votes on their budget on June 30th and Stacy is hopeful they will also agree to the increase.

ACTION: Motion to approve FY 21 budget as presented, was made by P Dinora, seconded by A. Cimmino. Motion carried by all and FY 21 budget was approved.

Ability to Pay Scale

Stacy asked Carinne Kight, Director of Administration, to present the updated ability to pay (ATP) scales to the Board. The current scale was updated as of July 1, 2019. The scale annually as the poverty guidelines, that the scale is based on, are updated annually. She explained there were two scales, one general sliding fee scale and one specific to state plan option services (services paid under Medicaid). There was discussion around services which GPCS does not charge for and if that should change in the future. Additionally, there was discussion around how consumers access the scale and the financial process.

ACTION: On motion of A. Cimmino and seconded by J. Cahill the Board unanimously approved the ATP rate scale update as presented.

Board Officers

Stacy let the Board know that in January when Elizabeth Nelson-Lyda resigned from the Board, the Board neglected to replace the secretary position. As all other officers are in their first year and are eligible to serve in an officer position for up to two years, there was discussion among the Board that all officers stay in for a second year. There was discussion on who would be willing to be secretary as well.

ACTION: Motion for officer and members at large to continue in current positions with the addition of Erin Harnage as secretary, was made by A. Cimmino, seconded by R. Sottong. Motion carried by all, Board officers and members at large will serve another year in current positions and Erin Harnage will fill the secretary vacancy

VACSB June message to legislators

Stacy informed the Board that the primary issue that VACSB has asked for CSBs to outreach to legislators about is to not roll back the flexibilities around telehealth. Stacy will draft two emails, one for state, one for federal supporting this and will send out to the Board members to forward to their respective legislators.

ACTION: Motion to move forward with recommended VACSB message to legislators was made by E. Harnage, seconded by P. Dinora. Motion carried by all and message to legislators was approved.

Regional, State, and Federal Updates

Stacy told the Board that the Performance contract, a contract with DBHDS which spells out all the funding the CSB gets, how it can be used, what reporting requirements are, what DBHDS will do, had some significant changes this year. There are a lot of things happening related to DOJ settlement. Due to agreement the State made as part of the DOJ settlement they must do a lot of reporting back to the independent reviewer and the DOJ. These new requirements have resulted in huge increase in administrative work. As of July 1st, there is a new risk assessment to be done by providers whenever they see clients. Of concern is also that there is a penalty clause in the contract that if the CSB does not meet the requirements then the department can reduce 10% of funding but services cannot be reduced.

Stacy reviewed possible opening plans for the agency day programs. Currently the programs have plans in development to get consumers back on site, despite contradictory instructions from DMAS. Stacy is seeing clarification on those and tentatively keeping the plan to open day programs on 7/6/2020

Addition to the Agenda – Board of Directors Meeting Schedule

Stacy distributed a schedule for the Board meetings this year. She reviewed that per the Code of Virginia, the Board must meet 6 times per year. Under COVID emergency declaration the Board can meet by zoom, but only essential operations can be reviewed and voted on. Currently, while meeting in person during COVID emergency, the Board will meet only in Virginia house due to spacing issues in Powhatan. The September meeting will be on the 14th due to Labor Day holiday.

ACTION: Motion to approve the FY21 Board of Directors meeting schedule as presented was made by P. Dinora, seconded by J. Cahill. Motion carried by all and Board of Directors meeting schedule was approved.

Addition to the Agenda - Juneteenth

Stacy reminded the Board that the Governor declared June 19th as Juneteenth state holiday this year. Stacy is proposing that GPCS add this to the standing holiday for the agency.

ACTION: On motion of E. Harnage, seconded by A. Cimmino, Juneteenth is a standing holiday at GPCS. Motion carried by all, and Juneteenth will be added to agency policies and procedures as a holiday.

Adjourn 5:40

Erin Harnage, Secretary
EH/ck

Date