

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
May 3, 2021

Goochland Powhatan Community Services Board of Directors held its May 2021 meeting on Monday, May 3, 2021 in Virginia House, with a zoom link available to members unable to attend in person.

Present

Angela Cimmino
Parthenia Dinora
Julie Franklin
Erin Harnage
Mariah Leonard
Yvette McDermott Thomas
Crystal Neilsen-Hall
Renee Sottong

Absent

Jackie Cahill
GaElla Matthews

Staff Attending

Stacy Gill
Lateshia Brown
Carinne Kight
Robin Pentecost
Les Saltzberg
Cheryl Smith

Welcome

Stacy Gill welcomed all Board and asked if there were any additions to the agenda. Stacy explained that she invited Robin Pentecost, Behavioral Health and Wellness Supervisor, to present some things the Behavior Health and Wellness has been working on. No other additions were given, and the meeting was brought to order.

Behavioral Health and Wellness Presentation

Robin showed the Board the new 30 second advertising spot that Behavioral Health and Wellness has been working on with 10 other CSBs. The spot is about over the counter medication safety. She also reviewed the funding for this campaign and highlighted how the 10 CSBs came together to create and finance the campaign.

Minutes

April 2021 meeting minutes were reviewed for approval. There were no corrections or additions.

ACTION: Motion to approve April 2021 meeting minutes, was made by Y. McDermott Thomas, seconded by E. Harnage. Motion carried by all and April 2021 minutes were approved.

Clinical Director/Board Introductions

Stacy introduced Les Saltzberg, new Clinical Director to the Board. Les gave a brief synopsis of his history of his 40 years in the CSB field.

January Agency Budget Report

Cheryl Smith, Account Analyst, provided the January 2021 budget report to the Board. She noted that GPCS is continuing to keep expenses low and generating more revenue than was expected particularly with the unknowns of COVID pandemic. This results in a positive balance of \$582,000. Based on preliminary review, February is a projective positive balance of \$745,000.

ACTION: Motion to approve January 2021 budget report as presented, was made by R. Sottong, seconded by M. Leonard. Motion carried by all and January 2021 budget report was approved.

Goochland and Powhatan Children's Services Act contract

Addition of Child Case Manager

Stacy explained to the Board that each locality in Virginia has Child Services Act (CSA) office. GPCS works with Goochland CSA and Powhatan CSA and although they are two separate organizations, they work with each other and when it makes sense try to do things in a similar way.

The CSA has funds to pay for children at risk in our community if Medicaid or other insurance don't cover needed services. About a year ago GPCS started a contract with CSA in Goochland and the one in Powhatan. This contract allowed GPCS to charge CSAs for case coordination services and CSA pays standard Medicaid rate for those not covered by Medicaid or other insurance. CSA cases generally require more intense level of coordination than average children needing case management or case coordination. Recently, CSA met with GPCS and indicated they would like to have more staff time devoted to children getting CSA services. CSA has proposed that they will pay three times the monthly rate for any child that is a CSA consumer that GPCS works with. In return GPCS will increase the intensity level in working with those cases.

To work this contract GPCS is proposing adding another position, a child case manager. This position will work with up to fifteen CSA cases at a time.

ACTION: On motion of A. Cimmino and seconded by E. Harnage the Board unanimously approved the GPCS and Goochland/Powhatan CSA contract as appreciated.

ACTION: On motion of E. Harnage and seconded by A. Cimmino the Board unanimously approved the addition of a child case manager.

Policy and Procedure Manual Updates

Stacy explained to the Board that periodically there has been a need to add policies to the manual and prior to the COVID pandemic it was decided that an overall review of the manual was necessary. The overall review was delayed due to COVID, however is in the process of being completed with tentative date of August 2021 for presentation to the Board. In the meantime, as updates and new policies are needed, they have been brought to the Board for approval.

Reviewing the manual is part of an initiative to move the organization away from a manufacturing organization mindset and towards a professional organization mindset as well as leave room for growth and expansion. To support this initiative, it is proposed that the agency pay scales, and organizational chart are revised to be more reflective of the responsibilities of the positions and the true day-to-day operations of the agency. This includes updating the titles of the director of clinical services, director of administration, and director of community supports to senior director. This is a direct reflection of the

increased complexity of the responsibilities these positions are liable for and additionally supports the goal of preparing the organization for future growth. Also included is moving the compliance director from reporting to the executive director to reporting to the senior director of clinical services as this is an appropriate reflection of reporting within the agency. As part of this proposal, pay scales will be revised to merge the clinical and community support families into one direct support family and take away the pay band designation of exempt and nonexempt.

ACTION: On motion of M. Leonard and seconded by A. Cimmino the Board unanimously approved the updated GPCS pay plan and policy and procedure manual updates as presented.

GPCS BOD Update

Julie reminded the Board that January 2020 the bylaws had been updated, however throughout the COVID pandemic Stacy noted some bylaws that needed further revision. Of note is that to be on the GPCS Board of Directors the member must be a landowner or resident of one of the counties. Also, a minimum number of meetings per year was not identified so that was updated to six.

ACTION: On motion of E. Harnage and seconded by A. Cimmino the Board unanimously approved the BOD bylaw updates as presented.

Regional, State, and Federal Updates

Stacy informed the Board that leadership has been working towards formulating plans for staff and consumers returning to in person services. All developmental disability services must return to in person as of May 1, 2021 unless the family refuses. All GPCS clinicians and case managers will be back in the office 5 days of a week as of May 17, 2021. Leadership team is working with supervisors on planning for clinic services clients to return to site following the staff returning. The monacan services program and Virginia house program have continued to serve clients on site since last July.

Stacy let the Board know that the next meeting is not on the first Monday, and instead will be the third Monday in June. At that meeting there will be a need to vote on officers of the Board. At this time it's being proposed that all three officers, (Julie Franklin, Chair; Parthy Dinora, Vice Chair; Erin Harnage, Secretary) continue to serve in their capacity through the next fiscal year.

VACSB conference is this week. All board members that requested to be registered should have received email with instructions for attending, if not let Stacy know.

Julie informed the board that Stacy's annual evaluation has been completed.

ACTION: Motion to adjourn was made by A. Cimmino and seconded by Y. McDermott Thomas the meeting was adjourned at 6:01 pm.

Erin Harnage, Secretary
EH/ck

Date