



MEMORANDUM

TO: Members of the Goochland Powhatan Community Services Board

FROM: Julie Franklin, Chair —

SUBJECT: Notification of Board Meeting

DATE: October 28, 2021

The Goochland Powhatan Community Services Board will meet on **Monday, November 1, 2021**. The meeting will begin at **4:30 p.m.** It will be in person at Virginia House in Goochland. Masks continue to be required inside GPCS buildings. Zoom link for those unable or uncomfortable attending in person is

<https://us06web.zoom.us/j/4567076416?pwd=cGFwWWxxMHUwemdiYkRDMEFzTjFoZz09>

You will find attached the following documents for the November board Packet:

1. Minutes from the October 4, 2021 Meeting.
2. FY2022 August Budget Report
3. FY2021 Fee Write Offs
4. Salary Adjustment Proposal
5. Memo Modify Agency Hours
6. Memo Administrative Services Assistant Position
7. Memo Medication Assisted Treatment Prescriber Proposal
8. MAT Genoa Telepsychiatry Overview
9. Memo 2021 Holiday Schedule
10. Unit Reports

Please review these materials prior to the meeting. We look forward to seeing you on the 4th. *****If you find that you are unable to attend a Board meeting, please let us know as soon as possible. This will let us assess whether we will have a quorum or not, and re-schedule if necessary. Les Saltzberg can be reached on his cell phone at 804-807-4335 (voice mail and text), or via email lsaltzberg@goochlandva.us. *****

Enclosures



GOOCHLAND POWHATAN COMMUNITY SERVICES BOARD MEETING

**November 1, 2021
4:30 P.M.
Virginia House**

AGENDA

- I. Minutes of the October 4, 2021 Board Meeting (4:30 to 4:35)
Pages: 1 - 4
***Action: Approve or amend October 2021 minutes.**
- II. Clinical Director/Board Introductions (4:35 to 4:50)
Pages: NA
***Informational**
- III. FY 2022 August Budget report (4:55 to 5:05)
Pages: 5-11
***Action: Approve or amend FY 2022 August budget report.**
- IV. FY 2021 Fee Write Offs (5:05 to 5:10)
Pages: 12
***Action: Approve or amend FY2021 Fee Write Offs.**
- V. Salary Adjustment Proposal (5:10 to 5:20)
Pages: 13
***Action: Approve or amend Salary Adjustment proposal**
- VI. Modify of Agency Hours (5:20 to 5:30)
Page 14
***Action: Approve or amend Modification of Agency Hours Proposal**
- VII. Administrative Services Assistant Position (5:30 to 5:40)
Page:15
***Action: Approve or amend Administrative Services Assistant position**
- VIII. Medication Assisted Treatment (MAT) Prescriber proposal (5:40-5:50)
Page: 16-30
***Action: Approve or amend MAT Prescriber proposal**
- IX. Covid/Vaccine Update (5:50 to 6:00)
Page: NA
Informational
- X. 2021 Holiday Schedule (6:00 to 6:05)
Page: 31
***Action: Approve or amend 2021 Holiday Schedule**

XI. Reports (6:05 to 6:15)

- a. Board Chair
- b. Executive Director
- c. Other Reports
Pages 32-35
***Informational**

XII. Adjourn

Next Meeting: December 6, 2021 4:30 p.m. Location: TBD.

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
October 4, 2021

Goochland Powhatan Community Services Board of Directors held its October 2021 meeting on Monday, October 4, 2021, in Virginia House, with a zoom link available to members unable to attend in person.

Present

Jackie Cahill
Angela Cimmino
Parthenia Dinora
Julie Franklin
Yvette McDermott Thomas
Crystal Neilsen-Hall
Renee Sottong
GaElla Matthews

Absent

Erin Harnage
Mariah Leonard

Staff Attending

Lateshia Brown
Les Saltzberg
Cheryl Smith
Allison Meyer – as a member of the public

Welcome

Les Saltzberg welcomed all attending Board members and thanked them for joining either by Zoom or in person. The meeting was brought to order. Parthy chaired the meeting.

Minutes

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

ACTION: Motion to approve August 2021 meeting minutes, was made by J Franklin, seconded by C Neilsen-Hall. Motion carried by all, and August 2021 minutes were approved.

EOY FY 2021 Budget Report

Cheryl Smith, Account Analyst, provided the EOY FY 2021 Budget Report to the Board. She noted that GPCS ended the year with a positive \$869K of Revenues over Expenses. If you take out the \$250K that we were given in FY 2020 for Building Renovations, this year was comparable to last FY year. We paid \$76K for Workman’s Comp and Insurances (vehicle, medical malpractice, general & property) which are annual expenses. Another \$9K was paid for advertising open positions. The final Reinvestment payment was not received until July 1st so was not included on the report.

ACTION: Motion to approve EOY FY 2021 Budget Report as presented, was made by J Cahill, seconded by G Matthews. Motion carried by all, and EOY FY 2021 Budget Report was approved.

July FY 2022 Budget Report

Cheryl provided the July FY 2022 Budget Report to the Board. She noted that we started off the FY in great shape with a positive \$120K of Revenues over Expenses. The only real variances were due to timing as we either paid for an annual or quarterly item that will be used more than one month. Cheryl noted that as our new hires start to come in, the gap between Revenues and Expenses will narrow. We will also be getting more SOR funds in October.

ACTION: Motion to approve July FY 2022 Budget Report as presented, was made by J Franklin, seconded by C Neilsen-Hall. Motion carried by all, and July FY 2022 Budget Report was approved.

SUD Clinician Position

Les stated that we are getting \$147K for SOR Recovery this year. With this money, he would like to hire an additional SUD Clinician. We are adding Group Based Programs because they are proven to be very effective for Substance Abuse Recovery. Hiring the new position will enable us to add groups for both Powhatan and Goochland. It will also allow us to quickly take care of referrals from the courts for the Teen-Intervene program.

ACTION: Motion to approve the addition of the SUD Clinician Position as presented, was made by C Neilsen-Hall, seconded by J Cahill. Motion carried by all, and SUD Clinician Position was approved.

Community Recovery Resource Center

Les spoke to the Board about a potential partnership that will enable us to have a Community Recovery Resource Center (CRRC) for both Goochland and Powhatan. DBHDS would give us \$300K as a passthrough (we would keep 8.9% as an administrative fee). CRRC would rent the space, provide transportation to participants and provide the program. The cost for us should only be around \$20K a year, and we would have a Recovery Center for both Goochland and Powhatan Counties. Les still wants to ask more questions and get more information, but he thinks it seems like a WIN-WIN situation. Renee' asked if this proposal would have to go through a Public Comment Period and Les said "No." Parthy asked if the CRRC would be competition for us and Les said, "No, it will be complementary." It will provide more resources, more flexibility, and more availability. Les hopes to come to the next BOD with a formal proposal.

P & P Review Update

Les said that although the Board approved the updates last meeting, he felt that there was some concern that they did not have enough time to review it. He wanted to see if there were any concerns the BOD may have. Renee' wanted to know if the new grievance policy would have averted the one personnel suit that we had when she first came on the BOD. Les thought so, but wasn't sure so he will check with Carinne. Angela said that the new policy says one cannot grieve a correction action plan so she thinks the fix will work. Renee' said thanks to Carinne for making the document so readable by putting in highlights, headings, and organizing all the changes.

Clinical Director Recruitment Update

Les was happy to announce that we have hired a Clinical Director. Irene Temple will be starting on Oct.

18. Irene has over 15 years of Direct Service and has worked for Les at Anthem for the last 6 ½ years. Les will introduce Irene at the next board meeting.

COVID/Vaccine Update

Les said that he is just waiting for direction. He said that there is a potential that there will be a Vaccine Mandate for facilities that take Medicaid/Medicare. He said that GPCS is currently 70% vaccinated. Parthy asked about the other CSBs. Les said that RBHA has mandated that everyone be vaccinated within two weeks. He said they allowed medical exceptions but he wasn't sure about religious exceptions. Most counties are doing vaccinations or weekly testing. Jackie said the Commonwealth employees can either be vaccinated or get weekly testing. Les thinks we will probably end up having to be vaccinated or submit to testing. He said it will depend on whether CSBs will be included in the definition of "facility."

At approximately 5:05, J Cahill moved that the Board convene in a closed meeting pursuant to Virginia Code §2.1-344 A (4) for the protection of the privacy of individuals in personnel matters not related to public business. G Matthews seconded this motion and the Board unanimously approved it.

Reconvened in Regular Session

Whereas the Goochland-Powhatan Community Services Board of Directors convened in a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and Whereas §2.1-344.1 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with the Virginia Freedom of Information Act. Now therefore, be it resolved that the Goochland=Powhatan Community Services Board of Directors certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

ACTION: Motion made by J Franklin to certify conformity of closed meeting and to reconvene regular session, seconded by A Cimmino. All members affirmed this by a show of hands.

Other Reports

Board Chair, J Franklin, stated that this is the first meeting with Les, and she feels confident that they made the right choice in hiring him for the Executive Director. Parthy said that she had talked recently with the Special Ed Director of GCPS, and she said that she was excited about the changes at GPCS. Les said that he and his staff are going out into the communities and "making it clear that GPCS is easier to do business with."

Les said that Legislative time is coming up soon, and he will keep the Board updated with any matters that concern VACSB. He also noted that on Dec. 1st there will be changes in how we handle Crisis – there will be a centralized crisis call center and a crisis mobile center.

Jackie asked how close we are to hiring drivers for the Day Programs. Lateshia said that Carson and the current van drivers have been able to get consumers to and from VA House. However, she noted that

her staff at Monacan has been providing transportation to and from the day program there. Lateshia said that this is a practice that cannot go on indefinitely. Something has to be done. Jackie said that she saw the ad in the Powhatan newspaper and it said \$10.16 an hour, and she is concerned that this is too low to attract van drivers. Lateshia added that the van drivers and DSP personnel have very low pay.

Parthy asked if there were any more questions or comments. There were none so the meeting was adjourned at 5:19 pm.

The next meeting is Nov 1, 2021.

Erin Harnage, Secretary
EH/ck

Date

GOOCHLAND POWHATAN COMMUNITY SERVICES
ALL PROGRAMS COMBINED
BUDGET REPORT
FY 2022

Account Description	FY 2021 Actual	FY 2022 Approved	Through 8/31/2021	% Expended	Over/(Under)	Note #
EXPENSE						
PERSONNEL						
Total Salaries and Wages	\$3,146,426	\$3,889,694	\$574,305	15%	(\$3,315,389)	
Total Fringe	\$859,263	\$962,052	\$139,985	15%	(\$822,067)	
Total Personnel Services	\$4,005,689	\$4,851,746	\$714,290	15%	(\$4,137,455)	
OPERATIONS						
Total Staff Development	\$29,768	\$29,294	\$891	3%	(\$28,403)	
Total Facility Expense	\$187,645	\$195,133	\$23,461	12%	(\$171,672)	
Total Supplies	\$129,093	\$144,110	\$20,687	14%	(\$123,423)	
Total Travel Expense	\$71,637	\$105,590	\$7,323	7%	(\$98,267)	
Total Consult/Prof Servs	\$505,798	\$418,815	\$70,561	17%	(\$348,254)	
Total Special Funding			\$68,606			1
Total Misc Expense	\$125,062	\$57,514	\$26,312	46%	(\$31,202)	2
Total Operations	\$1,049,004	\$950,456	\$217,840	23%	(\$732,615)	
TOTAL EXPENDED	\$5,054,693	\$5,802,201	\$932,131	16%	(\$4,870,070)	
INCOME						
State Income - MH	\$1,686,019	\$1,927,408	\$321,232	17%	(\$1,606,176)	
State Income - DD/ID	\$397,648	\$397,517	\$66,252	17%	(\$331,265)	
State Income - SUD	\$468,162	\$476,643	\$79,440	17%	(\$397,203)	
Federal Income	\$595,872	\$380,872	\$63,480	17%	(\$317,392)	
Goochland County	\$298,630	\$298,630	\$74,658	25%	(\$223,972)	3
Powhatan County	\$298,630	\$298,630	\$74,658	25%	(\$223,972)	3
Fees:					\$0	
Medicaid SPO	\$943,059	\$763,760	\$184,434	24%	(\$579,326)	
Medicaid Waiver	\$414,563	\$517,100	\$83,429	16%	(\$433,671)	
Medicaid Transport	\$19,682	\$30,000	\$4,277	14%	(\$25,723)	
Schools	\$0	\$0	\$0	0%	\$0	
Direct & Third Party	\$244,298	\$310,366	\$34,608	11%	(\$275,758)	
Work Contracts	\$0	\$0	\$0	0%	\$0	
Program Activities	\$3,929	\$0	\$1,246	0%	\$1,246	
PIEP Part C	\$198,742	\$166,489	\$27,748	17%	(\$138,741)	
Reinvestment	\$162,640	\$177,425	\$29,571	17%	(\$147,854)	
Restricted-Grant	\$0	\$0	\$0	0%	\$0	
Reserves	\$0	\$0	\$0	0%	\$0	
Miscellaneous	\$191,906	\$57,362	\$7,273	13%	(\$50,089)	
Interest and Other	\$0	\$0	\$0	0%	\$0	
TOTAL INCOME	\$5,923,780	\$5,802,201	\$1,052,306	18%	(\$4,749,895)	
BALANCE	\$869,087	\$0	\$120,175			

Notes:

- 1 - \$10K Annual Program License for 5 Bridges to Wellness, \$10.5K for Beth Macy, speaker at RSAAC's 8/21 Event, \$40K to Pinnacle for RSAAC 2021 Media
- 2 - \$12.7K spent on Job Advertisements
- 3 - We received the 1st Qtr Payment in July

Overall, we had a pretty even month for Revenues vs Expenses, and we are currently right on target for Revenues and Expenses YTD

ADMINISTRATION AND PROGRAM DEVELOPMENT
BUDGET REPORT
FY 2022

Account Description	FY 2021 Actual	FY 2022 Approved	Through 8/31/2021	% Expended	Balance
EXPENSE					
PERSONNEL					
Total Salaries and Wages	\$742,969	\$823,812	\$136,895	17%	(\$686,917)
Total Fringe	\$218,599	\$210,649	\$36,330	17%	(\$174,320)
Total Personnel Services	\$961,568	\$1,034,461	\$173,225	17%	(\$861,236)
OPERATIONS					
Total Staff Development	\$8,020	\$4,150	\$121	3%	(\$4,029)
Total Facility Expense	\$8,910	\$38,077	\$5,039	13%	(\$33,038)
Total Supplies	\$15,426	\$11,589	\$5,065	44%	(\$6,524)
Total Travel Expense	\$215	\$2,725	\$97	4%	(\$2,629)
Total Consult/Prof Servs	\$71,957	\$54,379	\$10,582	19%	(\$43,797)
Total Special Funding			\$0		
Total Misc. Expense	\$17,164	\$10,535	\$5,306	50%	(\$5,229)
Total Operations	\$121,693	\$121,455	\$26,210	22%	(\$95,245)
TOTAL EXPENDED	\$1,083,261	\$1,155,916	\$199,435	17%	(\$956,481)
INCOME					
State Income - MH	\$645,982	\$759,779	\$113,623	15%	(\$646,156)
State Income - DD/ID	\$0	\$25,000	\$3,739	15%	(\$21,261)
State Income - SUD	\$260,404	\$121,706	\$12,992	11%	(\$108,714)
Federal Income	\$0	\$0	\$0	0%	\$0
Goochland County	\$239,646	\$112,216	\$30,904	28%	(\$81,312)
Powhatan County	\$239,645	\$112,216	\$30,904	28%	(\$81,312)
Fees:					
Medicaid SPO	\$0	\$0	\$0	0%	\$0
Medicaid Waiver	\$0	\$0	\$0	0%	\$0
Medicaid Transport	\$0	\$0	\$0	0%	\$0
Schools	\$0	\$0	\$0	0%	\$0
Direct & Third Party	\$0	\$0	\$0	0%	\$0
Work Contracts	\$0	\$0	\$0	0%	\$0
Program Activities	\$0	\$0	\$0	0%	\$0
PIEP Part C	\$0	\$0	\$0	0%	\$0
Reinvestment	\$0	\$0	\$0	0%	\$0
Restricted-Grant	\$0	\$0	\$0	0%	\$0
Reserves	\$0	\$0	\$0	0%	\$0
Miscellaneous	\$176,875	\$25,000	\$7,273	29%	(\$17,727)
Interest and Other	\$0	\$0	\$0	0%	\$0
TOTAL INCOME	\$1,562,552	\$1,155,916	\$199,435	17%	\$956,481
BALANCE	\$479,291	(\$0)	\$0		

TRANSPORTATION
BUDGET REPORT
FY 2022

Account Description	FY 2021 Actual	FY 2022 Approved	Through 8/31/2021	% Expended	Balance
EXPENSE					
PERSONNEL					
Total Salaries and Wages	\$68,130	\$114,462	\$11,732	10%	(\$102,731)
Total Fringe	\$12,053	\$18,171	\$1,811	10%	(\$16,360)
Total Personnel Services	\$80,183	\$132,633	\$13,543	10%	(\$119,090)
OPERATIONS					
Total Staff Development	\$0	\$0	\$0	0%	\$0
Total Facility Expense	\$284	\$348	\$0	0%	(\$348)
Total Supplies	\$0	\$0	\$0	0%	\$0
Total Travel Expense	\$44,731	\$60,747	\$4,822	8%	(\$55,926)
Total Consult/Prof Servs	\$0	\$0	\$0	0%	\$0
Total Special Funding			\$0		
Total Misc. Expense	\$6,130	\$2,500	\$0	0%	(\$2,500)
Total Operations	\$51,144	\$63,595	\$4,822	8%	(\$58,774)
TOTAL EXPENDED	\$131,327	\$196,229	\$18,365	9%	(\$177,864)
INCOME					
State Income - MH	\$111,645	\$52,644	\$0	0%	(\$52,644)
State Income - DD/ID	\$0	\$25,000	\$0	0%	(\$25,000)
State Income - SUD	\$0	\$0	\$0	0%	\$0
Federal Income	\$0	\$0	\$0	0%	\$0
Goochland County	\$0	\$44,293	\$7,044	16%	(\$37,249)
Powhatan County	\$0	\$44,292	\$7,044	16%	(\$37,248)
Fees:					
Medicaid SPO	\$0	\$0	\$0	0%	\$0
Medicaid Waiver	\$0	\$0	\$0	0%	\$0
Medicaid Transport	\$19,682	\$30,000	\$4,277	14%	(\$25,723)
Schools	\$0	\$0	\$0	0%	\$0
Direct & Third Party	\$0	\$0	\$0	0%	\$0
Work Contracts	\$0	\$0	\$0	0%	\$0
Program Activities	\$0	\$0	\$0	0%	\$0
PIEP Part C	\$0	\$0	\$0	0%	\$0
Reinvestment	\$0	\$0	\$0	0%	\$0
Restricted-Grant	\$0	\$0	\$0	0%	\$0
Reserves	\$0	\$0	\$0	0%	\$0
Miscellaneous	\$0	\$0	\$0	0%	\$0
Interest and Other	\$0	\$0	\$0	0%	\$0
TOTAL INCOME	\$131,327	\$196,229	\$18,365	9%	\$177,864
BALANCE	(\$0)	\$0	(\$0)		

GOOCHLAND POWHATAN COMMUNITY SERVICES
MENTAL HEALTH CLINICAL SERVICES
 Budget Report
 FY 2022

Account Description	FY 2021 Actual	FY 2022 Approved	Through 8/31/2021	% Expended	Over/(Under) Spent
EXPENSE					
PERSONNEL					
Total Salaries and Wages	\$1,123,104	\$1,540,407	\$210,446	14%	(\$1,329,961)
Total Fringe	\$312,804	\$400,699	\$52,030	13%	(\$348,669)
Total Personnel Services	\$1,435,908	\$1,941,106	\$262,476	14%	(\$1,678,631)
OPERATIONS					
Total Staff Development	\$14,332	\$14,358	\$650	5%	(\$13,708)
Total Facility Expense	\$103,889	\$80,753	\$9,674	12%	(\$71,079)
Total Supplies	\$62,549	\$73,603	\$8,873	12%	(\$64,730)
Total Travel Expense	\$5,519	\$17,258	\$33	0%	(\$17,226)
Total Consult/Prof Servs	\$365,210	\$310,486	\$47,016	15%	(\$263,470)
Total Special Funding			\$68,606		
Total Misc. Expense	\$56,913	\$22,339	\$10,682	48%	(\$11,657)
Total Operations	\$608,411	\$518,797	\$145,534	28%	(\$373,263)
TOTAL EXPENDED	\$2,044,319	\$2,459,903	\$408,009	17%	(\$2,051,894)
INCOME					
State Income - MH	\$646,165	\$898,325	\$133,510	15%	(\$764,815)
State Income - DD/ID	\$0	\$0	\$0	0%	\$0
State Income - SUD	\$207,758	\$354,937	\$66,448	19%	(\$288,489)
Federal Income	\$595,872	\$380,872	\$63,480	17%	(\$317,392)
Goochland County	\$12,319	\$0	\$15,000	0%	\$15,000
Powhatan County	\$12,319	\$0	\$15,000	0%	\$15,000
Fees:					
Medicaid SPO	\$555,892	\$381,648	\$108,547	28%	(\$273,101)
Medicaid Waiver	\$0	\$0	\$0	0%	\$0
Medicaid Transport	\$0	\$0	\$0	0%	\$0
Schools	\$0	\$0	\$0	0%	\$0
Direct & Third Party	\$197,684	\$234,334	\$29,945	13%	(\$204,389)
Work Contracts	\$0	\$0	\$0	0%	\$0
Program Activities	\$0	\$0	\$0	0%	\$0
PIEP Part C	\$0	\$0	\$0	0%	\$0
Reinvestment	\$162,640	\$177,425	\$29,571	17%	(\$147,854)
Restricted-Grant	\$0	\$0	\$0	0%	\$0
Reserves	\$0	\$0	\$0	0%	\$0
Miscellaneous	\$7,500	\$32,362	\$0	0%	(\$32,362)
Interest and Other	\$0	\$0	\$0	0%	\$0
TOTAL INCOME	\$2,398,149	\$2,459,903	\$461,501	19%	(\$1,998,402)
BALANCE	\$353,830	\$0	\$53,492		

MENTAL HEALTH CLINICAL SERVICES PROGRAM DETAIL
Budget Report
FY 2022

Account Description	MH Clinical Services	SUD Clinical Services	MH CM Services	Emergency Services	CSH Acute Care	Prevention Services	Same Day Access	Total Clinical
EXPENSE								
PERSONNEL								
Total Salaries and Wages	\$51,627	\$53,972	\$45,925	\$3,217	\$0	\$18,913	\$36,792	\$210,446
Total Fringe	\$12,566	\$10,303	\$11,833	\$1,078	\$0	\$5,575	\$10,676	\$52,030
Total Personnel Services	\$64,193	\$64,274	\$57,758	\$4,295	\$0	\$24,488	\$47,468	\$262,476
OPERATIONS								
Total Staff Development	\$0	\$0	\$0	\$0	\$0	\$650	\$0	\$650
Total Facility Expense	\$2,471	\$1,931	\$2,897	\$1,118	\$0	\$494	\$763	\$9,674
Total Supplies	\$2,213	\$2,225	\$1,490	\$1,049	\$0	\$798	\$1,098	\$8,873
Total Travel Expense	\$33	\$0	\$0	\$0	\$0	\$0	\$0	\$33
Total Consult/Prof Servs	\$4,551	\$2,845	\$4,262	\$32,731	\$0	\$1,146	\$1,481	\$47,016
Total Special Funding	\$0	\$5,197	\$0	\$0	\$0	\$63,409	\$0	\$68,606
Total Misc Expense	\$4,848	\$1,040	\$1,125	\$378	\$0	\$2,493	\$798	\$10,682
Total Operations	\$14,115	\$13,239	\$9,775	\$35,276	\$0	\$68,990	\$4,139	\$145,534
TOTAL EXPENDED	\$78,308	\$77,513	\$67,532	\$39,571	\$0	\$93,478	\$51,608	\$408,009
INCOME								
State Income - MH	\$50,530	\$0	\$6,400	\$18,610	\$0	\$9,570	\$48,400	\$133,510
State Income - DD/ID	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Income - SUD	\$0	\$37,540	\$0	\$0	\$0	\$28,908	\$0	\$66,448
Federal Income	\$0	\$26,848	\$11,632	\$0	\$0	\$25,000	\$0	\$63,480
Goochland County	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0	\$15,000
Powhatan County	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0	\$15,000
Fees:								\$0
Medicaid SPO	\$32,648	\$9,908	\$63,340	\$261	\$0	\$0	\$2,390	\$108,547
Medicaid Waiver	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Medicaid Transport	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Schools	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Direct & Third Party	\$23,103	\$3,217	\$2,807	\$0	\$0	\$0	\$818	\$29,945
Work Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Activities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PIEP Part C	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reinvestment	\$0	\$0	\$8,871	\$20,700	\$0	\$0	\$0	\$29,571
Restricted-Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest and Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL INCOME	\$106,281	\$77,513	\$93,050	\$39,571	\$0	\$93,478	\$51,608	\$461,501
BALANCE	\$27,973	\$0	\$25,518	\$0	\$0	(\$0)	\$0	\$53,492

GOOCHLAND POWHATAN COMMUNITY SERVICES
CASE MANAGEMENT AND RESIDENTIAL SERVICES
 Budget Report
 FY 2022

Account Description	FY 2021 Actual	FY 2022 Approved	Through 8/31/2021	% Expended	Over/(Under) Spent
EXPENSE					
PERSONNEL					
Total Salaries and Wages	\$1,212,223	\$1,411,012	\$215,232	15%	(\$1,195,780)
Total Fringe	\$315,807	\$332,532	\$49,814	15%	(\$282,718)
Total Personnel Services	\$1,528,030	\$1,743,545	\$265,046	15%	(\$1,478,498)
OPERATIONS					
Total Staff Development	\$7,417	\$10,786	\$120	1%	(\$10,666)
Total Facility Expense	\$74,563	\$75,955	\$8,748	12%	(\$67,207)
Total Supplies	\$51,118	\$58,917	\$6,748	11%	(\$52,169)
Total Travel Expense	\$21,172	\$24,859	\$2,372	10%	(\$22,487)
Total Consult/Prof Servs	\$68,630	\$53,950	\$12,962	24%	(\$40,988)
Total Special Funding			\$0		
Total Misc. Expense	\$44,855	\$22,140	\$10,324	47%	(\$11,816)
Total Operations	\$267,756	\$246,608	\$41,275	17%	(\$205,333)
TOTAL EXPENDED	\$1,795,786	\$1,990,153	\$306,321	15%	(\$1,683,831)
INCOME					
State Income - MH	\$282,227	\$216,661	\$74,099	34%	(\$142,562)
State Income - DD/ID	\$397,648	\$347,517	\$62,513	18%	(\$285,004)
State Income - SUD	\$0	\$0	\$0	0%	\$0
Federal Income	\$0	\$0	\$0	0%	\$0
Goochland County	\$46,665	\$142,121	\$21,710	15%	(\$120,411)
Powhatan County	\$46,666	\$142,122	\$21,710	15%	(\$120,412)
Fees:					
Medicaid SPO	\$387,166	\$382,112	\$75,887	20%	(\$306,225)
Medicaid Waiver	\$414,563	\$517,100	\$83,429	16%	(\$433,671)
Medicaid Transport	\$0	\$0	\$0	0%	\$0
Schools	\$0	\$0	\$0	0%	\$0
Direct & Third Party	\$46,614	\$76,031	\$4,663	6%	(\$71,368)
Work Contracts	\$0	\$0	\$0	0%	\$0
Program Activities	\$3,929	\$0	\$1,246	0%	\$1,246
PIEP Part C	\$198,742	\$166,489	\$27,748	17%	(\$138,741)
Reinvestment	\$0	\$0	\$0	0%	\$0
Restricted-Grant	\$0	\$0	\$0	0%	\$0
Reserves	\$0	\$0	\$0	0%	\$0
Miscellaneous	\$7,531	\$0	\$0	0%	\$0
Interest and Other	\$0	\$0	\$0	0%	\$0
TOTAL INCOME	\$1,831,751	\$1,990,153	\$373,005	19%	(\$1,617,148)
BALANCE	\$35,965	(\$0)	\$66,684		

CASE MANAGEMENT AND RESIDENTIAL SERVICES PROGRAM DETAIL
Budget Report
FY 2022

Account Description	DD/ID CM Services	PIEP Services	In-Home Services	Virginia House	Monacan Rehab	Totals
EXPENSE						
PERSONNEL						
Total Salaries and Wages	\$32,988	\$50,941	\$50,843	\$36,322	\$44,138	\$215,232
Total Fringe	\$8,611	\$8,869	\$7,691	\$8,616	\$16,026	\$49,814
Total Personnel Services	\$41,599	\$59,811	\$58,535	\$44,938	\$60,164	\$265,046
OPERATIONS						
Total Staff Development	\$18	\$18	\$18	\$48	\$18	\$120
Total Facility Expense	\$1,191	\$925	\$759	\$1,330	\$4,543	\$8,748
Total Supplies	\$1,591	\$1,035	\$1,047	\$1,681	\$1,395	\$6,748
Total Travel Expense	\$0	\$583	\$1,762	\$0	\$26	\$2,372
Total Consult/Prof Servs	\$2,504	\$2,845	\$1,581	\$2,504	\$3,527	\$12,962
Total Special Funding	\$0	\$0	\$0	\$0	\$0	\$0
Total Misc Expense	\$5,271	\$1,315	\$798	\$1,797	\$1,143	\$10,324
Total Operations	\$10,575	\$6,722	\$5,965	\$7,361	\$10,653	\$41,275
TOTAL EXPENDED	\$52,174	\$66,532	\$64,499	\$52,299	\$70,817	\$306,321
INCOME						
State Income - MH	\$0	\$0	\$0	\$74,099	\$0	\$74,099
State Income - DD/ID	\$0	\$4,460	\$12,189	\$0	\$45,864	\$62,513
State Income - SUD	\$0	\$0	\$0	\$0	\$0	\$0
Federal Income	\$0	\$0	\$0	\$0	\$0	\$0
Goochland County	\$7,325	\$10,900	\$622	\$0	\$2,863	\$21,710
Powhatan County	\$7,325	\$10,900	\$622	\$0	\$2,863	\$21,710
Fees:						
Medicaid SPO	\$54,819	\$11,502	\$0	\$9,566	\$0	\$75,887
Medicaid Waiver	\$0	\$0	\$51,066	\$0	\$32,363	\$83,429
Medicaid Transport	\$0	\$0	\$0	\$0	\$0	\$0
Schools	\$0	\$0	\$0	\$0	\$0	\$0
Direct & Third Party	\$3,641	\$1,022	\$0	\$0	\$0	\$4,663
Work Contracts	\$0	\$0	\$0	\$0	\$0	\$0
Program Activities	\$0	\$0	\$0	\$421	\$825	\$1,246
PIEP Part C	\$0	\$27,748	\$0	\$0	\$0	\$27,748
Reinvestment	\$0	\$0	\$0	\$0	\$0	\$0
Restricted-Grant	\$0	\$0	\$0	\$0	\$0	\$0
Reserves	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Interest and Other	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL INCOME	\$73,110	\$66,532	\$64,499	\$84,086	\$84,778	\$373,005
BALANCE	\$20,936	(\$0)	(\$0)	\$31,787	\$13,961	\$66,684



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Memorandum

TO: Julie Franklin, Chair and Members of Goochland Powhatan Community Services Board of Directors

FROM: Les Saltzberg, Executive Director

SUBJECT: FY2021 Fee Write Offs

DATE: October 27, 2021

Annually, fees & fee collections are assessed, and an amount is presented to the Board for Fee Write Offs. Please find this information below.

*Approve or amend the proposed FY2021 Fee Write Offs.

	FY21	FY20	FY19	FY 18	FY 17
Fees Charged	\$2,333,024.73	\$2,258,484.10	\$2,232,915.33	\$2,266,729.53	\$2,758,956
Credible Fees Collected	\$1,626,145.49	\$1,712,346.50	\$1,606,094.23	\$1,687,880.55	\$1,805,687.44
Ability to Pay & Insurance Adjustments	\$585,913.52	\$579,736.67	\$506,092.82	\$543,053.42	\$872,770
Doubtful accounts/Write Off	\$39,064.44	\$45,2244.03	\$36,337.43	\$29,403.79	\$19,018.71
Accounts Receivable @ 6/30	\$312,775.50	\$230,874.22	\$309,717.32	\$225,326.47	\$218,934.70

FY 21 Write Off Breakdown	
Bankruptcy	\$326.50
Deceased	\$834.32
GPCS write off	\$11,548.58
Doubtful accounts	\$26,355.04
TOTAL	\$39,064.44

Proposed Mid-Year Raises for Lowest Paid Positions - BOD Discussion 11/1/21

Hire Date	Position Start Date	Position Description	FY 2022		\$3 per Hour Increase		
			Current Hourly	Est Hrs Per Year	Annual \$ Cost Increase	New \$ Hourly Rate	% Change
02/08/2017	02/08/2017	VAN DRIVER HOURLY	11.08	1000	3,000	14.08	27
09/07/2017	09/07/2017	VAN DRIVER HOURLY	11.08	1000	3,000	14.08	27
12/05/2011	12/05/2011	VAN DRIVER HOURLY	11.59	1000	3,000	14.59	26
03/13/2020	03/13/2020	IHSS HOURLY	11.09	1000	3,000	14.09	27
10/24/2016	10/24/2016	IHSS HOURLY	11.32	1000	3,000	14.32	27
11/19/2007	11/19/2007	IHSS HOURLY	11.09	1000	3,000	14.09	27
01/20/2014	01/20/2014	IHSS HOURLY	11.81	1000	3,000	14.81	25
02/06/2014	02/06/2014	IHSS HOURLY	11.81	1000	3,000	14.81	25
10/19/2011	10/19/2011	IHSS HOURLY	12.08	1000	3,000	15.08	25
06/10/2014	06/10/2014	IHSS HOURLY	11.81	1000	3,000	14.81	25
10/12/2006	10/12/2006	IHSS HOURLY	12.63	1000	3,000	15.63	24
12/16/2011	12/16/2011	IHSS HOURLY	12.08	1000	3,000	15.08	25
09/09/2014	09/09/2014	IHSS HOURLY	11.81	1000	3,000	14.81	25
03/21/2019	03/21/2019	IHSS HOURLY	11.09	1000	3,000	14.09	27
09/18/2017	09/18/2017	IHSS HOURLY	11.32	1000	3,000	14.32	27
					\$2 per Hour Increase		
11/01/2016	11/01/2016	DIRECT SUPPORT PROVIDER	14.47	2080	4,160	16.47	14
01/16/2012	01/16/2012	DIRECT SUPPORT PROVIDER	14.81	2080	4,160	16.81	14
09/16/2017	09/16/2017	DIRECT SUPPORT PROVIDER	14.65	2080	4,160	16.65	14
04/11/2013	04/11/2013	DIRECT SUPPORT PROVIDER	14.20	2080	4,160	16.20	14
01/04/2016	01/04/2016	DIRECT SUPPORT PROVIDER	14.80	2080	4,160	16.80	14
06/01/2011	06/01/2018	DIRECT SUPPORT PROVIDER	15.90	2080	4,160	17.90	13
04/28/2003	04/28/2003	SERVICES SPECIALIST	15.19	1560	3,120	17.19	13
					\$1 per Hour Increase		
01/18/2010	12/01/2013	SERVICES SPECIALIST	16.47	2080	2,080	17.47	6
10/01/2021	10/01/2021	SERVICES ASSISTANT	14.42	2080	2,080	15.42	7
03/01/2020	03/01/2020	SERVICES ASSISTANT	17.67	2080	2,080	18.67	6
08/28/1989	08/28/1989	SERVICES ASSISTANT	19.37	2080	2,080	20.37	5
04/04/1994	04/04/1994	SERVICES ASSISTANT	18.29	2080	2,080	19.29	5
05/22/2006	05/22/2006	SERVICES ASSISTANT	16.47	2080	2,080	17.47	6
03/18/2019	03/18/2019	SERVICES ASSISTANT	17.67	2080	2,080	18.67	6
09/11/2000	09/11/2000	IHSS HOURLY	16.50	1000	1,000	17.50	6
10/04/2001	10/04/2001	IHSS HOURLY	15.78	1000	1,000	16.78	6
02/01/2000	02/01/2000	IHSS HOURLY	16.14	1000	1,000	17.14	6
Approx Annual Wage Inc					\$90,640		
FICA (7.65%) All					\$6,934		
VRS (2.36%) FT					\$933		
WC (.9039%) All					\$819		
Life (1.34%) FT					\$530		
Total Annual Cost					\$99,856		



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Memorandum

TO: Julie Franklin, Chair and Members of Goochland Powhatan Community Services Board of Directors

FROM: Les Saltzberg, Executive Director

SUBJECT: Modification of Agency Hours

DATE: October 27, 2021

Over the last several months GPCS has worked to improve both the working relationships and referral processes with the schools and DSS. As a result, we are seeing an increase in the number of outpatient referrals from these Agencies. As a result, we need to have more hours to serve children and their families than we do now. We are currently open one evening a week until 7PM at both Goochland and Powhatan. During the rest of the week our hours are from 8AM until 4:30 PM. Although we are working on a more comprehensive plan to increase hours, we are proposing to change our day hours to 8:30 to 5PM beginning January 4, 2022. This will allow an additional 4 to 5 PM appointment to be added. We have also found that virtually no one was coming in during the 8-8:30 AM time period. This schedule will not impact GPCS Day Programs which will continue with their current schedule.

*Approve or amend the Modification of Agency Hours proposal



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Memorandum

TO: Julie Franklin, Chair and Members of Goochland Powhatan Community Services Board of Directors

FROM: Les Saltzberg, Executive Director

SUBJECT: Administrative Services Assistant Position

DATE: October 27, 2021

GPCS has increased the number of outpatient clinicians significantly over the past year. In order to receive maximum reimbursement for these new clinicians they must be credentialed and paneled with the various insurance companies and MCOs. The increase in credentialing work, combined with the increased outpatient reimbursement workload requires more manpower for the front desk operations and the addition of an Administrative Services Assistant position. Furthermore, as agency hours continue to be evaluated and modified this additional position will assist in covering those modified hours. It is anticipated that the increased revenue from the reimbursement rates of the credentialed providers will offset this cost.

*Approve or amend the addition of one Administrative Services Assistant position



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Memorandum

TO: Julie Franklin, Chair and Members of Goochland Powhatan Community Services Board of Directors

FROM: Les Saltzberg, Executive Director

SUBJECT: Medication Assisted Treatment (MAT) Prescriber

DATE: October 27, 2021

GPCS is one of the very few CSB's that do not provide Medication Assisted Treatment (Suboxone) to our consumers. This evidence based practice is crucial to providing treatment to individuals with an Opioid addiction. Although we can send consumers to Richmond the travel is a barrier to timely and successful treatment. This additional will also compliment our newly implemented Group based Substance Use Disorder Treatment program. We will enter into a contract with Genoa for them to provide is with a NP for 16 hours a week. This is part of a contract with DBHDS and the CSB's with gives us a preferred rate for the Prescriber. The cost would be approximately \$100,000 a year and would be paid through SOR funding. The arrangement would not begin until early 2022.

*Approve or amend the Medication Assisted Treatment proposal

Genoa Telepsychiatry

About Genoa Telepsychiatry

Telepsychiatry That Builds Your Team

We help clinic partners...



**Hire psychiatrists
& APRNs selectively**



**Reduce patient
wait times to days,
not months**



**Operate telepsychiatry
sustainably**



**Coordinated care
between provider,
pharmacy & clinic
staff**

Genoa Telepsychiatry's Circle of Care

Find everything you need to staff, build, and expand your telepsychiatry program.



MANAGED MATCHING

Find a telepsychiatrist who meets your clinic's needs



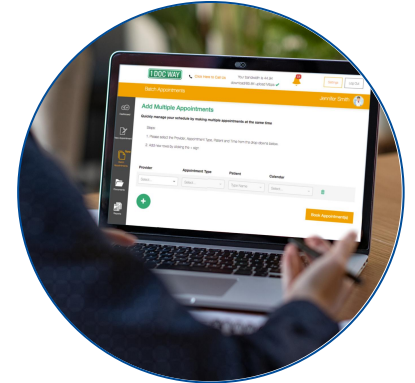
IMPLEMENTATION+

Get your telepsychiatry program up and running without the hassle



PROGRAM MANAGEMENT

Receive comprehensive support every step of the way



IDOCWAY PLATFORM

Schedule, see, and manage patients virtually

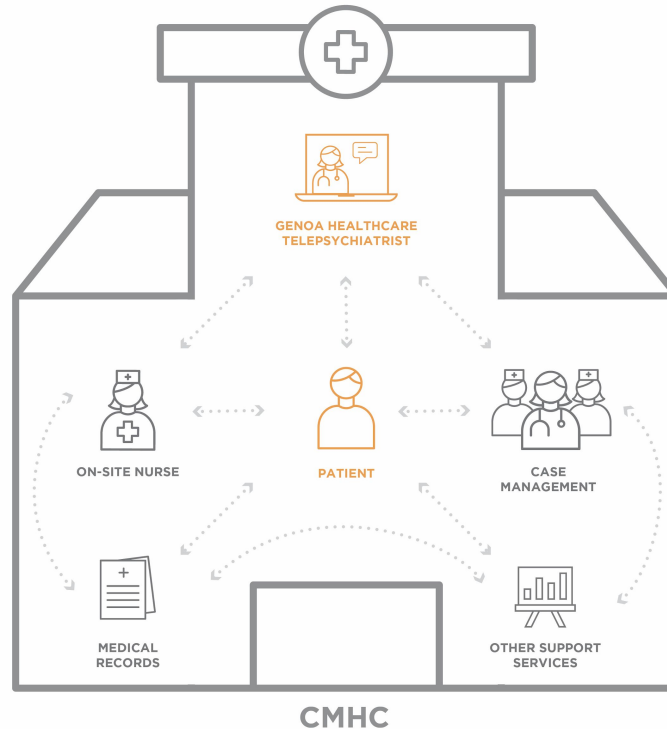
Integrated Pharmacy & Telepsychiatry

Genoa Healthcare's unique model supports patients with complex health & social needs

 <p>90% adherence rate</p>	<h3>BETTER HEALTH OUTCOMES</h3> <p>Genoa's high-touch model of telepsychiatry combined with on-site pharmacy staff improves patient engagement and health outcomes</p>
 <p>40% fewer hospitalizations</p>	<h3>MEDICATION MANAGEMENT & CUSTOMIZATION</h3> <ul style="list-style-type: none">● Refill Management● Medication Synchronization● Medication Therapy Management● Custom blister packaging & pre-filled pill organizers● Delivery by courier or by CMC available
 <p>18% fewer ER visits</p>	<h3>CARE COORDINATION</h3> <p>Genoa pharmacists call patients for adherence reminders & check-ins, get to know patients and find solutions to patient-specific adherence barriers</p>

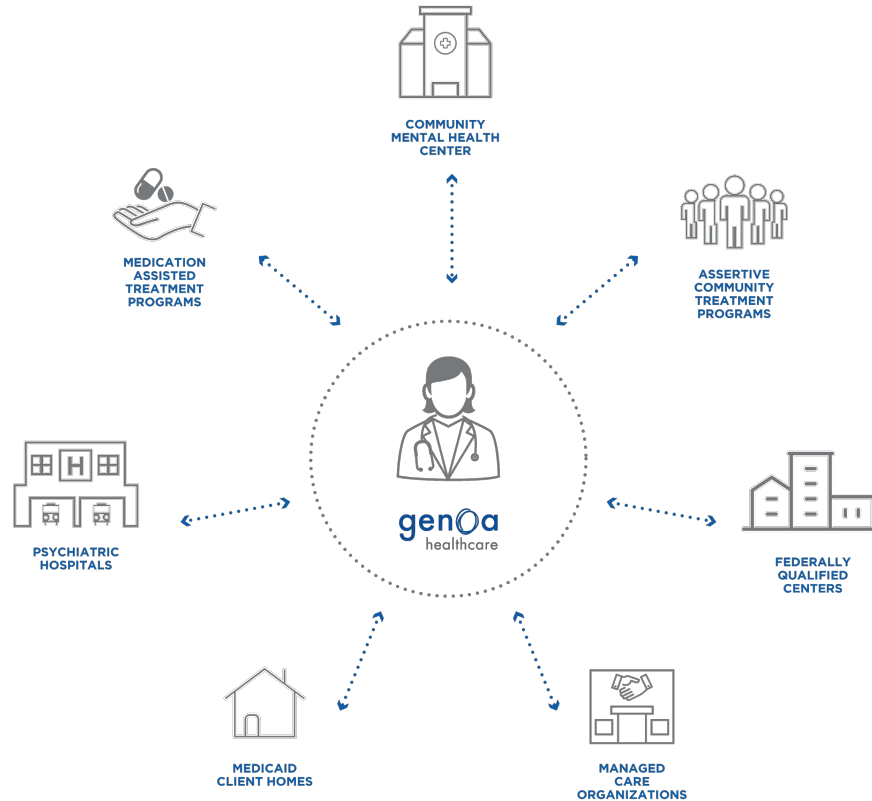
Coordinated Care

Coordinated care between pharmacy, clinical care teams, and telepsychiatry providers most meaningfully delivers improved patient outcomes



Expansion Opportunities

Leveraging telepsychiatry to reach behavioral health clients across care systems



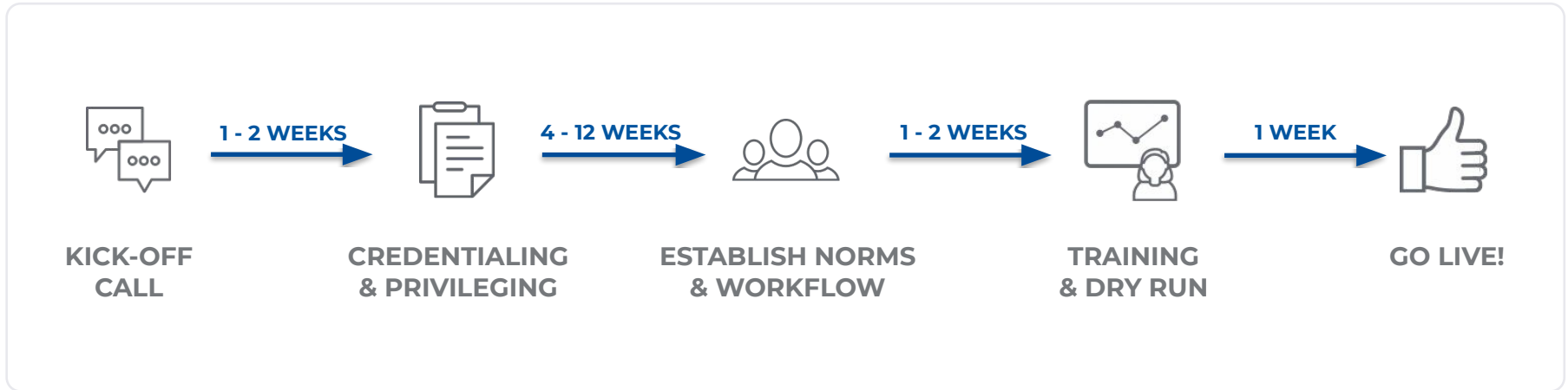
Matching

Robust telepsychiatry matching processes that identify the right clinical and cultural fit between telepsychiatry provider and clinic ensures best outcomes for patients



Seamless Onboarding

Onboarding best practices help optimize telepsychiatry program management and sustainability



Our Footprint

The nation's leading outpatient telepsychiatry community



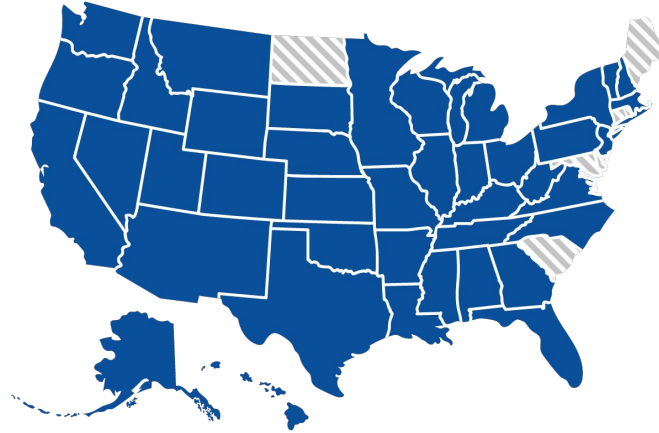
5,000+

Psychiatrists and
APRNs in our
community



250,000+

Client encounters
annually



100+

Sites currently
being served



Programs in

35+
STATES

Exceptional Client Satisfaction

Genoa Healthcare providers treat & delight clients



4.8/5.0

client satisfaction score

Testimonials

Partners share their telepsychiatry experience

"I feel it's a partnership. We work together, because everyone's trying to solve the same problem."

President & CEO
Lifeworks NW
Oregon

"For the last year, we've been using Genoa Telepsychiatry as an adjunct to help staff our psychiatric services. It is a great way to extend our physician services."

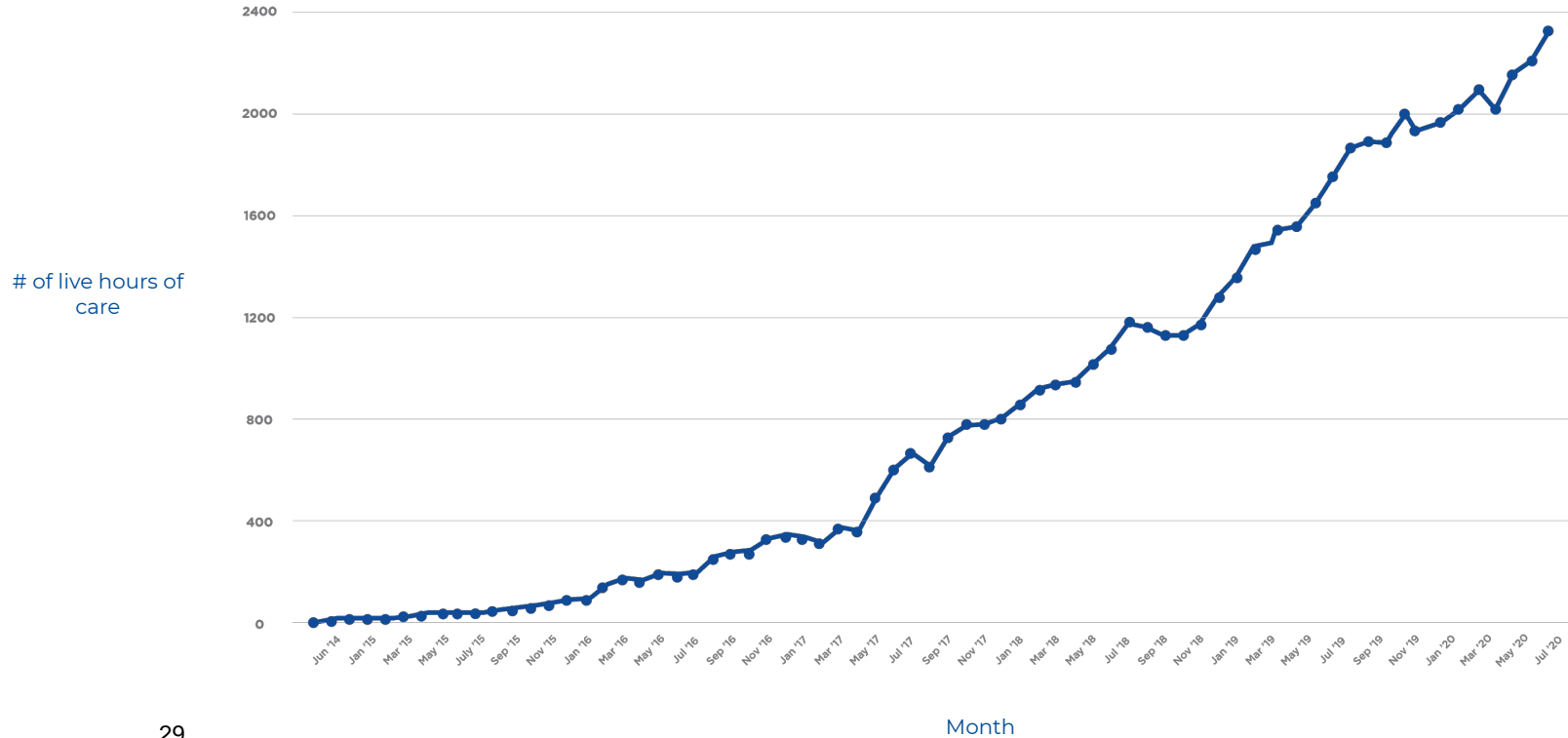
VP of Behavioral Health
Chestnut Health Systems
Illinois

"What's wonderful about Telepsych and Genoa is our ability to go into a county with 2,000 clients, for example, and have psychiatry the next day."

President & CEO
Coleman Professional Services
Ohio

Growth

Total live hours treating patients per week
2015 - Present



THANK YOU!

pveltri@genoatelepsychiatry.com



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Memorandum

TO: Julie Franklin, Chair and Members of Goochland Powhatan Community Services Board of Directors

FROM: Les Saltzberg, Executive Director

SUBJECT: 2021 Holiday Schedule

DATE: October 27, 2021

The Governor of Virginia has declared that state employees will receive an additional 12 hours of holiday time for 2021. Four hours the Wednesday before Thanksgiving and Eight hours for December 23. In the past, the GPCS Board has considered awarding additional time to employees based on the Governor's actions. When it makes sense for the agency to close on the specific date that is arranged. When it doesn't make sense for the agency to be closed on a specific day, the Board has awarded additional floating holiday hours to be used by employees on a day of his or her choice in increments of four hours. For this year the latter makes sense, so the agency is not closed more than two workdays in a row.

*Approve or amend the proposal for the 2021 Holiday Calendar.

**COMMUNITY SUPPORT SERVICES
November 2021 Board Report**

Parent-Infant Education Program (PIEP)

We had 6 referrals in September and 2 children were discharged. We served 31 families with active IFSPs.

On October 1st, we begin our monitoring season for two of our timeline requirements (45 days from referral to treatment plan, 30 days from treatment plan to first therapy visit). Our third timeline is monitored for a window beginning in August, but the activities go back about a year. Coincidentally, this is also the time of year we get the results from the previous year of monitoring measures, which is extra motivating. The determination report is 3 pages long, but it ends the same way it has for the last 15 years in a row: we're retain our record of perfect compliance.

In addition to compliance, this document also shows the results of our efforts compared to the state-wide results and the targets set out the previous year. One of these measures is our Child Find, which shows how well we're identifying children in need of services (compared to the total number of children in our catchment area) and how many of those children are identified in their first year of life.

Child Find (Indicator 05; Indicator 06)					
Scoring	State Target	State Result	Local Result	Meaningful Difference (Y/N/NA)	Points Awarded
<ul style="list-style-type: none"> • Meaningful difference = NA⁴ → 1 • Meaningful difference = N → 1 • Meaningful difference = Y → 0 					
05: Child Find 0-1	1.44%	1.51%	1.51%	N	1
06: Child Find 0-3	3.20%	3.26%	2.95%	N	1

The other measure that shows the impact of our program is the Child Outcomes indicator, which quantifies the progress children made in 3 areas. Each area is listed twice because one is comparing their entrance and exit scores and the other is measuring how close they're coming to the levels of same-aged peers at discharge. So far, this area isn't scored for our monitoring determination because they've only been measuring it for about 5 years, but we're able to use this data to evaluate how effective our program is and where we can improve.

Child Outcomes (Indicator 03)			
Scoring	State Target	State Result	Local Result
<ul style="list-style-type: none"> • Local results reported but not scored 			
03A-S1: Positive social-emotional skills	64.9%	61.6%	57.1%
03A-S2: Positive social-emotional skills	57.6%	51.0%	53.3%
03B-S1: Acquisition and use of knowledge and skills	68.7%	65.4%	72.0%
03B-S2: Acquisition and use of knowledge and skills	46.9%	40.5%	46.7%
03C-S1: Use of appropriate behaviors to meet needs	68.6%	63.3%	70.4%
03C-S2: Use of appropriate behaviors to meet needs	50.7%	44.6%	46.7%

Submitted by Jeanine Vassar, PIEP Supervisor

Day Support Services

Monacan Services

In September consumers started going to Pocahontas Landmark Center to play basketball and any other activities they want to do in the gym. The consumers have loved the opportunity to play basketball inside, as this is one of their favorite things to do. The consumers have enjoyed meeting new people in the community at the Landmark Center. Consumers still enjoy venturing to Hunter's Ridge Equestrian center to ride horses and volunteer. The consumers are excited for October and outings to the pumpkin patch and other Halloween activities.

We are continuing our recruitment process for a PRN Direct Support Professional, due to one of the Monacan staff being on maternity leave. Monacan staff continue to do a great job of being flexible and working as a team, while we are down staff.

Submitted by Maitlin Ware, Monacan Services Day Support Supervisor

Psychosocial Rehabilitation Services

Virginia House

We continue to practice physical distancing and are wearing masks while participating in programming. Our FT PSR Specialist has started at PSR on a PT basis as of mid Sept, transitioning from MHCM. That leaves us almost fully staffed - still looking to fill our FT Peer Recovery Specialist position.

We had one tour and one referral in October so far. We hosted a group for VA House and Monacan consumers decorating pumpkins and making Halloween crafts. We did this safely outside while wearing masks. It was good to have our groups come together even in a small way, since this was only the second time we've been able to see each other in person since the beginning of the pandemic. We are looking forward to taking a trip with our consumers to the local pumpkin patch before the end of the month.

One consumer will be discharged by the end of the month since the individual has moved out of catchment.

Submitted by Jess Childress, Psychosocial Rehabilitation Supervisor

Developmental Services Case Management (ID/DD)

The Developmental Services Case Management program currently serves 84 consumers with waivers and 5 consumers without a DD waiver. Case Managers facilitate meetings to develop Individual Support Plans (ISP) and assisted individuals with gaining access to needed supports identified in the ISP. Case Managers completed assessments, conducted face to face visits to monitor supports, and made additional referrals for services as needed.

Our case management vacancy has been filled. Lynn Murphy has joined our team! Lynn comes with a wealth of experience working with children and families

Submitted by LaTasha Brown, Developmental Services Case Management Supervisor

In Home Support Services

In Home Support Services (IHSS) continues to provide services to individuals in Goochland, Powhatan, and Hanover counties. Direct Support Professionals (DSPs) supported individuals in their homes and community utilizing a person-centered approach. Consumers participated in various community activities throughout September. Many of them visited local events in the parks, dining in restaurants, exercising in the malls and recreational centers. Consumers were also assisted with spending leisure time at home. DSPs supported consumers with completing household chores, hygiene, and following safety precautions. DSPs continue to support the individuals with social distancing and encouraging mask wearing due to COVID 19 cases increasing in the area.

IHSS Supervisor completed monthly visits and observations. IHSS Support Coordinator facilitated regular contact with consumers and their families via visits in the home and community, phone calls, and video conferences. Service coordination and planning meetings are also taking place using various platforms. IHSS did not receive any referrals during September.

The recruitment process continues for part-time Direct Support Professionals (DSPs) for Hanover, Goochland, and Powhatan counties. IHSS has received two applications from the recruitment process. The GPCS employment application and DSP job description is posted on our website www.gpcsb.org. Currently, we have four individuals in Hanover and one in Goochland in need of direct support staff.

Hanover		Goochland and Powhatan	
Consumers	11	Consumers	2
DSPs	12	DSPs	1

Submitted by Veneda Scott, In Home Support Services Supervisor

COMPLIANCE UNIT – Allison Meyer

This month I'd like to introduce you to the GPCS Safety and Risk Management Policy and RM Plan.

It stems from the following regulations:

12VAC35-105-520.B The provider shall implement a written plan to identify, monitor, reduce, and minimize harms and risk of harm, including personal injury, infectious disease, property damage or loss, and other sources of potential liability.

12VAC35-105-520.C The provider shall conduct systemic risk assessment reviews at least annually to identify and respond to practices, situations, and policies that could result in the risk of harm to individuals receiving services.

12VAC35-105-520.E This inspection should evaluate the premises for safety concerns. Examples of safety concerns include the operability of fire safety equipment, emergency egress routes, any cooking and electrical devices on the premises, and trip hazards or other dangerous items or scenarios.

As required by 12VAC35-105-620, a provider's risk management plan may be a standalone risk management plan or it may be integrated into the provider's overall quality improvement plan.

We review a variety of data throughout the year as below:

REPORT	Monthly	Quarterly	Annual
Annual Risk Assessment Review			X
• Quarterly SIR Report		X	
• Annual SIR Report			X
• Safety Inspection			X
• Med Error Report		X	
• Seclusion and Restraint Report - entered into DBHDS website portal	X		X
• Office of Civil Rights Breach Notification Report – entered in OCR portal	PRN		
• Risk Management Plan			X

There is overlap between our Quality Improvement Program and our Risk Management Plan particularly in the reports that feed into each and the risks that are being monitored and tracked. The Safety and Risk Management Policy designates the Compliance Director as the Risk Manager for GPCS and also establishes a Safety Committee. Safety of facilities and equipment is considered such as evacuation maps, fire extinguishers, smoke detectors, Fire Marshal and Food Service Inspections, first aid and bloodborne pathogen kits as well as well-maintained, accessible buildings and vehicles. Staff safety is considered including screening for tuberculosis, offering Hepatitis B vaccine, a weapons policy that only law enforcement can have such on premises, and comprehensive training including responding to behavioral and psychiatric crises, as well as other emergencies. Consumer safety is ensured by having accurate health, safety, and risk information noted in their record, regular assessment and monitoring by their providers, evacuation drills in case of emergencies, and reporting and analyzing Serious Incidents and allegations of Abuse, Neglect, or Human Rights Complaints. The Annual Systemic Risk Assessment is the review and report that informs changes in the Safety and Risk Management Policy and RM Plan, in addition to any regulatory requirement changes. We are about to conduct our annual Training Days on October 29th and November 5th when we will review policies and procedures that help GPCS ensure quality services in a safe environment while mitigating risks and complying with regulations.