

Goochland Powhatan
COMMUNITY SERVICES
Connect. Grow. Thrive.



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MEMORANDUM

TO: Members of the Goochland Powhatan Community Services Board

FROM: Julie Franklin, Chair

SUBJECT: Notification of Board Meeting

DATE: April 1, 2022

The Goochland Powhatan Community Services Board will meet on Monday, April 4, 2022. The meeting will begin at 4:30 p.m. at Virginia House. For those who can not attend in person a Zoom link is provided. <https://us06web.zoom.us/j/4567076416?pwd=T2ZYOEISZHZaUWowUmVMUIZ6RGpqQT09>

You will find attached the following documents for the April Board Packet:

1. April 2022 Agenda
2. Minutes from the March 7, 2022 Meeting
3. FY2022 February Budget Report
4. 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 reschedule 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.



GOOCHLAND POWHATAN COMMUNITY SERVICES BOARD MEETING

April 4, 2022
4:30 P.M.
Virginia House

AGENDA

- I. Minutes of the March 7, 2022 Board Meeting
Pages: 1 - 4
***Action: Approve or amend March 2022 minutes.**

- II. FY2022 February Budget Report
Pages: 5
***Action: Approve or amend FY2022 February Budget Report**

- III. Covid Update
Pages: NA
***Informational**

- IV. Powhatan Space Planning
Pages: NA
***Informational**

- V. Reports
 - a. Board Chair
 - b. Senior Community Support Director
 - c. Senior Clinical Director
 - d. Senior Administrative Director
 - e. Executive Director
 - f. Other ReportsPages NA
***Informational**

- VI. Adjourn

Next Meeting: May 2, 2022, 4:30 p.m. Location: TBD.

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
March 7, 2022

Goochland Powhatan Community Services Board of Directors held its March 2022 meeting on Monday, March 7, 2022, virtually via a public zoom link.

Present

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

Absent

Staff Attending

Les Saltzberg
Lateshia Brown
Carinne Kight
Cheryl Smith
Irene Temple

Welcome

Les Saltzberg welcomed all attending Board members and thanked them for joining the meeting.

Minutes

February 2022 meeting minutes were reviewed for approval. No additions or corrections were noted.

ACTION: Motion to approve February 2022 meeting minutes, was made by J. Cahill, seconded by A. Cimmino. Motion carried by all, and February 2022 minutes were approved.

FY 2022 January Budget Report

Cheryl Smith, Finance Director, provided the January 2022 Budget Report to the Board. She noted that the effects of COVID pandemic are still present as the agency has not spent nearly as much on trainings and conferences this year due to most being virtual and no travel. Additionally, she noted that facility expenses are still significantly under for the year due to both a lower need of repairs and the move of the cleaning company cost to contracted services this year. The agency has spent \$48,000 on job advertisements, though this should be slowing down as many vacancies and new positions have been filled. Overall, it was a positive income month.

ACTION: Motion to approve FY 2022 January Budget Report as presented, was made by E. Harnage seconded by Y. McDermott Thomas. Motion carried by all, and FY 2022 January budget report was approved.

COVID Update

Carinne Kight, Senior Director Administration reminded the Board that in November and December as Center for Disease Control (CDC) updated COVID requirements and best practices the agency also had to quickly update the Infectious Disease Response Plan policy (referred to as COVID policy). In December the Board agreed that instead of modifying the policy each time CDC guidelines were revised, the policy should include language indicating agency policy will follow CDC current guidelines. The CDC changed masking guidelines last week, which means the agency policy will change as well to be in line with the CDC. Les let the Board know that requiring masks for both consumers and staff to enter agency building will be lifted as of April 4th in line with CDC guidelines as both Goochland County and Powhatan County are at low risk level. Should risk level go back up the requirement will be reinstated as needed per the CDC guidelines.

COVID Update

Carinne Kight, Senior Director Administration reminded the Board that in November and December as CDC updated their guidelines around COVID, leadership had to revise the agency COVID policies. To avoid constant revision, it was decided that in the policy would be noted that the agency will follow CDC guidelines for COVID. Last week the CDC changed mask guidelines and the agency will be adapting policies to match this guidance. Les informed the board that beginning April 4th, provided both Goochland and Powhatan counties are still in the low transmission level, the agency will no longer require employees or consumers to wear masks to enter the building. There was discussion around reinstating the requirement if the transmission level changes.

Powhatan Space Planning

Carinne reminded the Board that the agency signed a lease with Powhatan County in July 2016 for the building space currently used. This lease was a 5-year lease with 3 one-year extensions. When the Powhatan County Administrator, Ned Smither, began in the fall of 2020 he asked the then Executive Director about the lease ending and expressed interest in GPCS leaving the facility. The leadership team looked at a couple locations Mr. Smither was proposing for the agency to use going forward. Unfortunately, neither space worked, and GPCS optioned year one of the extension. As the end of year, one is quickly coming the topic of space planning for Powhatan office will be on the agenda regularly. Les let the Board know that internally a committee will be developed to find and evaluate space options and it would be beneficial to have Board members on that committee. Several Board members expressed interest and there was discussion around potential options within the county.

General Assembly Budget Update

Les gave the Board an update on the budget of the General Assembly. Of note, money has been put in the budget for raises for CSB staff over the next 2 years. The house has put in 4% with 1% bonus for both years and the Senate has put in 5% with 1% bonus for the first year. Additionally, the House put in 25 million for targeted raises for direct care staff and the Senate put in 38 million for retention and recruitment bonus' only. It is unclear how the General Assembly will combine these numbers, but Les is hopefully some monies for pay raises will come out of it. Also of note, funding for state hospitals staffing

and security is included and there is additional funding to continue step Virginia. The STEP VA monies are around services focusing on Psychosocial Rehabilitation, care coordination, and mental health case management. Again, Les is not sure what that means in how they will give out these funds but encouraging to see them in the budgets.

Future CSB System Challenges Presentation

Les provided the Board with a presentation given to Executive Directors and other leadership by DBHDS. He reviewed slides and discussed the information provided in the presentation.

Reports

Senior Community Supports Director –

Developmental Services is in the process of another HSAG audit. This is round 3 for HSAG audits. GPCS just got back results from round 2 of the HSAG audit and achieved 100% in all categories.

Senior Clinical Director –

Irene is excited to report a new MH outpatient clinician will be starting soon. Additionally, she's pleased to report that things are moving on with the telehealth prescriber Dr. Burke. She, Les and Pam Davis, nurse coordinator, have met with Dr. Burke and are excited to get her on board.

Senior Administrative Director –

Agency is still working through the DBHDS administrative audit. The initial list of documents, policies, and procedures was turned in ahead of time. They've asked for some additional information and clarification but seem to be pleased with what's been submitted. They are hoping to wrap up in a week or so.

Board Chair -

Julie is happy to report that Les' 6-month evaluation is completed and reviewed. She expressed that she has been pleased with Les' contributions within his first six months and is excited to see where the agency goes from here.

At approximately 5:45, 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. A. Cimmino 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 A. Cimmino to certify conformity of closed meeting and to reconvene regular session, seconded by J. Cahill. All members affirmed this.

Meeting was adjourned at 7:02 pm.

The next meeting is April 4, 2022.

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 2/28/2022	% Expended	Over/(Under)	Note #
EXPENSE						
PERSONNEL						
Total Salaries and Wages	\$3,146,426	\$3,889,694	\$2,388,485	61%	(\$1,501,209)	
Total Fringe	\$859,263	\$962,052	\$604,098	63%	(\$357,953)	
Total Personnel Services	\$4,005,689	\$4,851,746	\$2,992,583	62%	(\$1,859,162)	
OPERATIONS						
Total Staff Development	\$29,768	\$29,294	\$7,942	27%	(\$21,352)	1
Total Facility Expense	\$187,645	\$195,133	\$108,563	56%	(\$86,571)	2
Total Supplies	\$129,093	\$144,110	\$85,401	59%	(\$58,709)	
Total Travel Expense	\$71,637	\$105,590	\$44,387	42%	(\$61,203)	1
Total Consult/Prof Servs	\$505,798	\$418,815	\$225,694	54%	(\$193,121)	
Total Special Funding			\$174,265			3
Total Misc Expense	\$125,062	\$57,514	\$100,966	176%	\$43,451	4
Total Operations	\$1,049,004	\$950,456	\$747,217	79%	(\$203,239)	
TOTAL EXPENDED	\$5,054,693	\$5,802,201	\$3,739,800	64%	(\$2,062,401)	
INCOME						
State Income - MH	\$1,686,019	\$1,927,408	\$1,330,120	69%	(\$597,288)	
State Income - DD/ID	\$397,648	\$397,517	\$265,008	67%	(\$132,509)	
State Income - SUD	\$468,162	\$476,643	\$317,760	67%	(\$158,883)	
Federal Income	\$595,872	\$380,872	\$694,285	182%	\$313,413	5
Goochland County	\$298,630	\$298,630	\$223,973	75%	(\$74,658)	
Powhatan County	\$298,630	\$298,630	\$223,973	75%	(\$74,658)	
Fees:					\$0	
Medicaid SPO	\$943,059	\$763,760	\$594,525	78%	(\$169,235)	
Medicaid Waiver	\$414,563	\$517,100	\$339,596	66%	(\$177,503)	
Medicaid Transport	\$19,682	\$30,000	\$14,971	50%	(\$15,029)	
Schools	\$0	\$0	\$0	0%	\$0	
Direct & Third Party	\$244,298	\$310,366	\$135,519	44%	(\$174,847)	
Work Contracts	\$0	\$0	\$0	0%	\$0	
Program Activities	\$3,929	\$0	\$3,808	0%	\$3,808	
PIEP Part C	\$198,742	\$166,489	\$118,399	71%	(\$48,090)	6
Reinvestment	\$162,640	\$177,425	\$118,283	67%	(\$59,142)	
Restricted-Grant	\$0	\$0	\$0	0%	\$0	
Reserves	\$0	\$0	\$0	0%	\$0	
Miscellaneous	\$191,906	\$57,362	\$40,666	71%	(\$16,696)	
Interest and Other	\$0	\$0	\$0	0%	\$0	
TOTAL INCOME	\$5,923,780	\$5,802,201	\$4,420,885	76%	(\$1,381,316)	
BALANCE	\$869,087	\$0	\$681,085			

Notes:

- 1 - Still feeling the effects of COVID - some conferences have still been virtual so cheaper and not much travel
- 2 - One month short of utility expenses compared to last YTD, not as many repairs as last year, cleaning expense coded to contracted services this year
- 3 - \$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, \$4K Locking Medicine Pouches, SOR Recovery \$16K, SARPOS \$8K \$2K Valpak, \$13K CADCA Expenses (we will get some of this back since most folks are now not going) \$5K True Recovery, \$7K EffectTV Ads, \$30K for 6 month contract with Emergency Services Solutions for the ROOT Program
- 4 - \$79K spent on Job Advertisements
- 5 - We received \$158K OT SUD FBG Prevention Funds, \$62K OT SUD FBG Alcohol/Drug Treatment Funds, \$10K for Marijuana Campaign, \$105K SOR Y4 Prevention OT Funds, \$12,560 OT Recovery Funds, \$72K SOR Y4 Recovery OT, and \$8K OT Treatment
- 6 - Received \$7,407 in ARPA Funds.

There were only two items out of the ordinary in Feb. One was a \$30.6K payment to Richmond Times Dispatch. This was due to hiring advertisements and some prepaid specials. PIEP also received \$7,407 in ARPA Funds.

Prevention

February 2022

We made our 100th edition of Wellness Wednesday column! February focused on Black Mental Health for Black history month and was written by the GPCS Diversity Committee members.

The Diversity Committee consulted with DBHDS on creating marketing materials for Lock and Talk that are specific to the Black population.

Goochland Schools taught Youth Mental Health First Aid to 11 people on February 18th.

Goochland Community Services participated in a Black History Resource Fair, a Regional Veteran's Event to promote suicide prevention resources, and we helped facilitate 2 Adverse Childhood Experience classes.

Goochland and Powhatan Schools continue to work with our media consultant and with RSAAC members on a youth-led campaign. Across 2 school districts, around 40 youth are working on a resource website to raise awareness of substance use and mental health resources for Goochland and Powhatan.

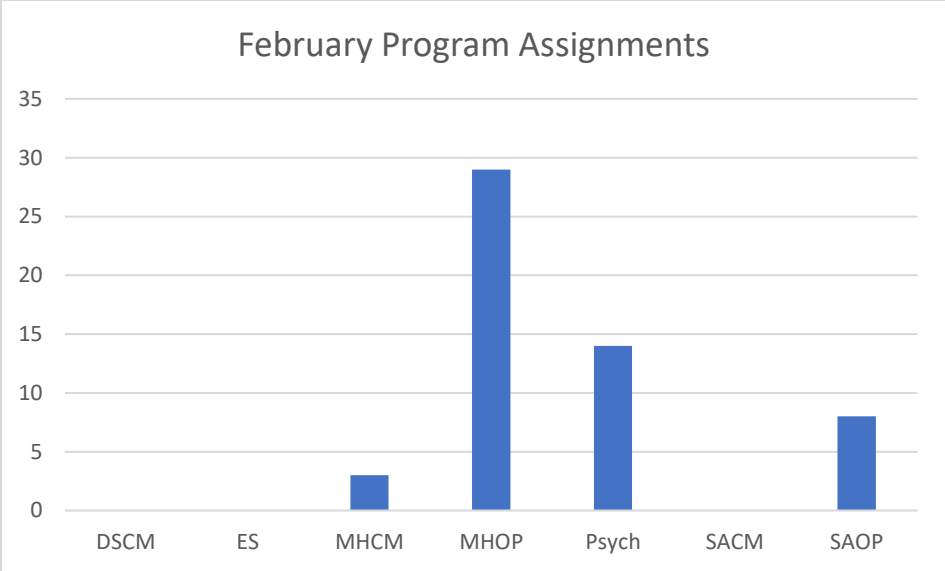
RSAAC launched a Facebook page to promote resources to people who speak Spanish.



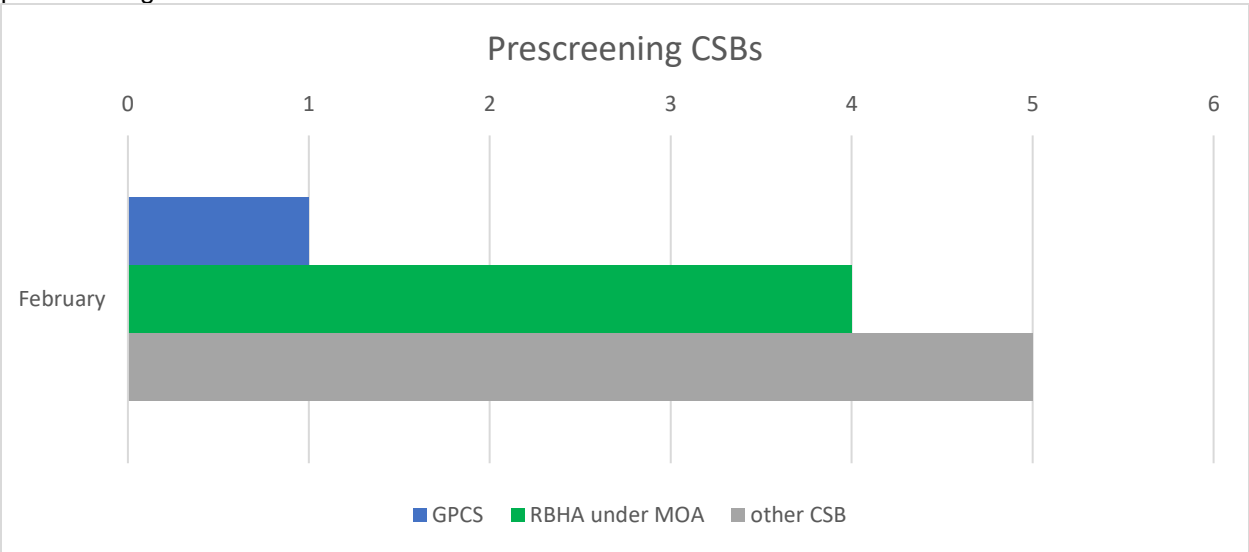
The image shows a Facebook post for the page 'RSAACenEspañol'. The main visual is a graphic with a dark blue background and white text that reads 'PROTEJALOS' and 'Asegure sus medicamentos' (Protect them, ensure your medications). To the right of the text is a teal padlock icon. The graphic is set against a background image of a pharmacist in an orange lab coat working at a pharmacy counter. Below the graphic is the profile picture of the 'Substance Abuse Awareness Coalition' and the page name 'RSAACenEspañol'. The page information shows '@SalvandoVidasGP' with a 5-star rating from 1 review, and the service is listed as 'Mental Health Service'. A blue 'Follow' button is visible at the bottom right of the post.

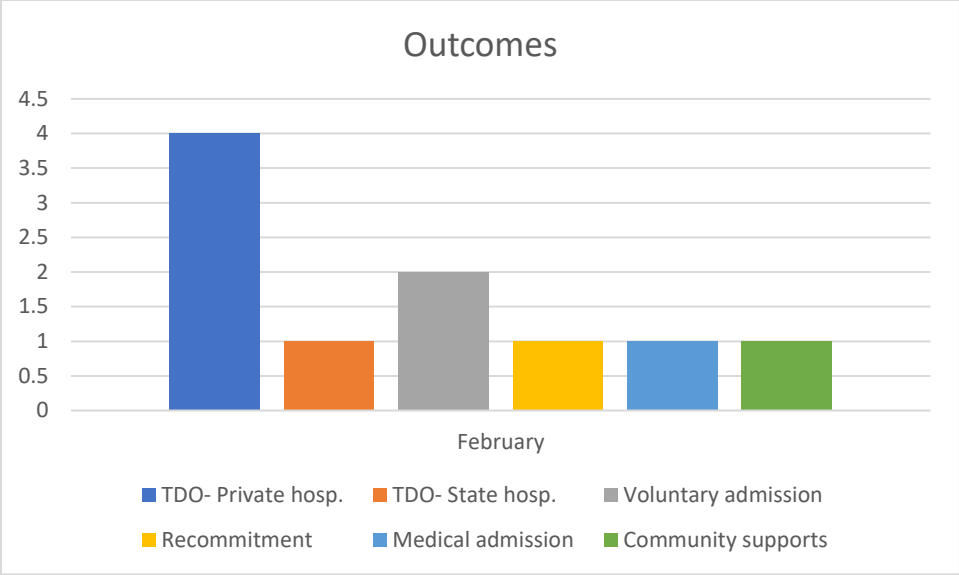
ACCESS

SDA: SDA in February saw a return to higher volume with 41 assessments complete. This is the highest number completed in over a year. There were an additional 8 individuals who bypassed SDA to program assignments. Please see the chart below program assignments for consumer who continued onto CSB services.



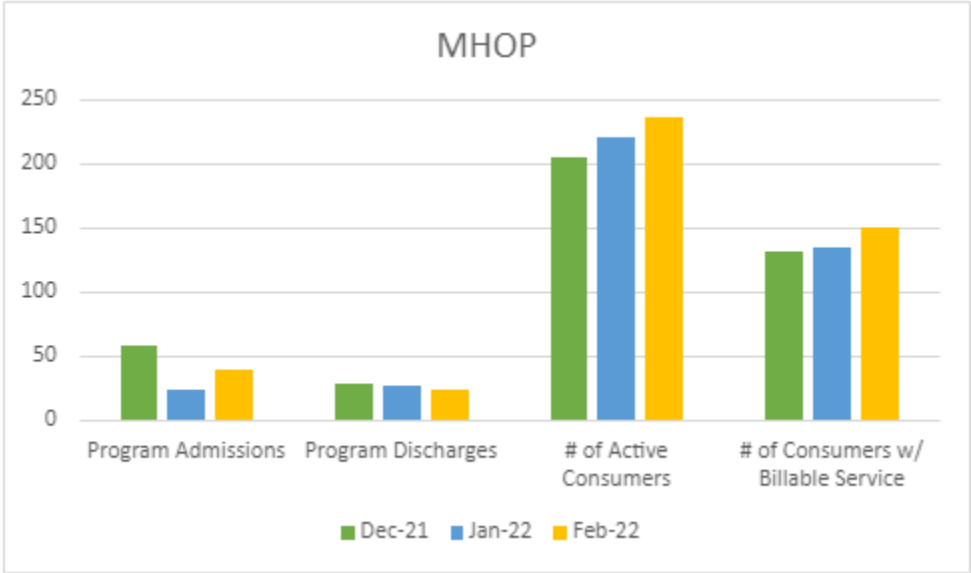
Emergency Services: In February, 35 people contacted ES. Please see the charts below for prescreening numbers and outcomes.

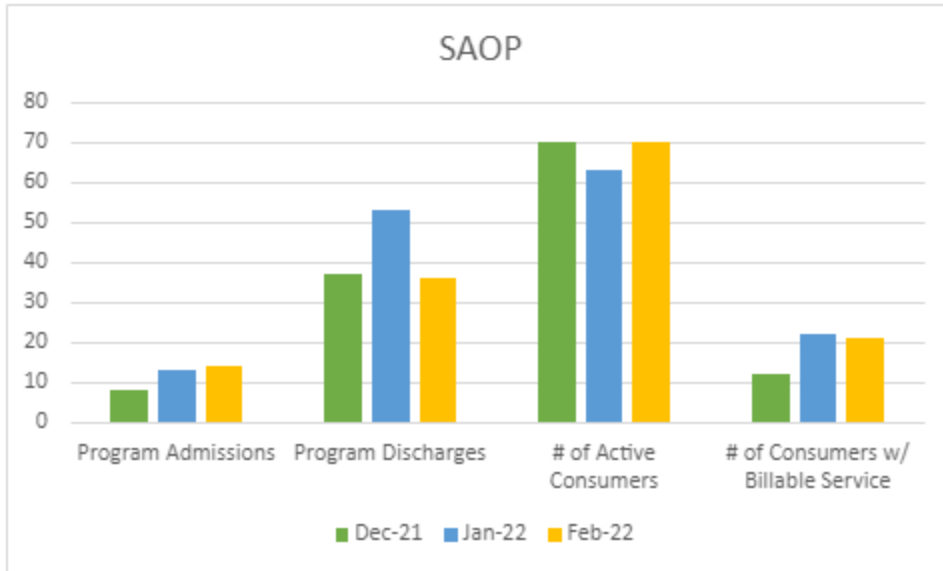




Outpatient Services

In February 2022, we served 53 new clients, closed 59 cases and saw 172 clients in MH/SUD services. This month we have interviewed for an Outpatient Clinician position and onboarded one in Powhatan. Groups are on going and growing. 2 staff members passed their licensing exams. Supervision towards licensing remains a priority.





Mental Health Case Management

In **February 2022**, The Mental Health Case Management Unit was staffed with six case managers and a supervisor. Shenika Eldridge rescinded her resignation and returned to her position as CSA Case Manager with a commitment to remain in the position. A Peer Support Specialist position remained open. No applications were received for the position during January. The unit served 122 consumers with 5 new admissions and 7 discharges for the month. Two case managers and the MHCM Supervisor completed Seeking Safety training. Outreach attempts continued to engage consumers in services and to determine their need for continued case management support. MHCM Case managers continued to increase face to face contact with consumers in the community and in office. Veterans Case Manager began working on organizing trainings for the agency for military competency.

COMMUNITY SUPPORT SERVICES April 2022 Board Report

Parent-Infant Education Program (PIEP)

We had 4 referrals in February and 2 children were discharged. We served 48 families with active IFSPs.

In February we had our quarterly Interagency Council Meeting, where we host a collaboration between different community agencies invested in families with small children. Currently, this council includes the departments of social services for both counties, the health departments serving both counties, representatives from both school districts connected to all the preschool programs, a program called Smart Beginnings that assists with childcare development and school readiness, and sometimes someone from New Path, a program within the Arc of VA specifically for parents of young children with disabilities. We also have parent representatives from each of the counties who volunteer their perspectives.

Every meeting is a chance for us to share what's happening in each of our programs, problem solve and share resources for community issues, and discuss ways to connect families from one program to another as needed. Since PIEP is specifically representing early intervention, Lateshia Brown speaks for the rest of the GPCS programs, making sure the community knows what we offer throughout the agency (both for children and for families in general). We also invite others to join as they can, including Goochland Cares and the Virginia Correctional Center for Women, which is hopefully still piloting a program to help mothers connect with their babies while incarcerated.

Submitted by Jeanine Vassar, PIEP Supervisor

Psychosocial Rehabilitation Services

Virginia House

We have continued to volunteer at the Goochland Animal Shelter & Adoption Center. Volunteers have assisted with doing laundry for the animals bedding, washing bowls and litter pans. We have had some opportunities to engage with Shelter staff as well as other community volunteers. We have a BSW Intern with us for the semester and she is facilitating groups on Self Care and Coping Skills. We also have discovered that many of our consumers enjoy sketching, as one of our consumers has started facilitating a drawing group. We are looking forward to our trip to Lewis Ginter in a few weeks.

We've had one consumer admission and one tour this month. Census is 13, though one consumer will graduate (be discharged) by the end of March because he has been doing so well managing himself in the larger community.

Submitted by Jess Childress, Psychosocial Rehabilitation Supervisor

Day Support Services

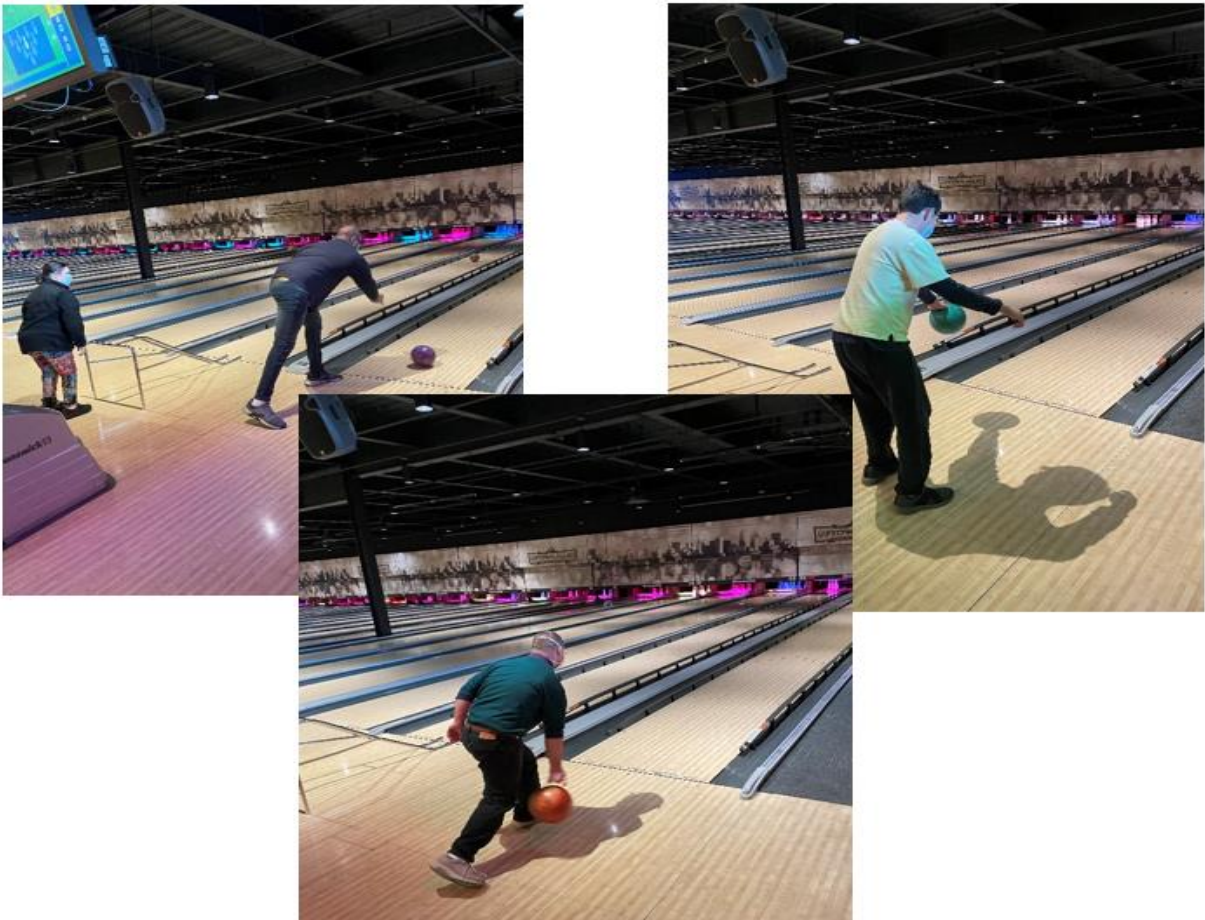
Monacan Services

Monacan Services was able to have an outing at Uptown Alley. Consumers missed bowling since COVID, as the operating hours for many of the bowling alleys changed to later in the afternoon. Consumers had a wonderful time bowling with their peers, with many celebration dances. The warmer weather has been great for the program as we have been able to venture back out to parks and take walks in the village.

Monacan Services continues to serve 18 consumers at the program. Three of our existing consumers recently received Family and Individual Support (FIS) waivers. This is an exciting time for those consumers and their families, as they can now receive more services and supports due to the waiver allocation.

We continue recruitment efforts for Direct Support Professionals. The GPCS employment application and DSP job description is posted on our website www.gpcsb.org.

Submitted by Maitlin Ware, Monacan Services Day Support Supervisor



Developmental Services Case Management (ID/DD)

The Developmental Services Case Management program is currently serving 86 consumers with waivers and 5 consumers without a DD waiver. Case Managers facilitate meetings to develop Individual Support Plans (ISP) and assist individuals with gaining access to needed supports identified in their ISP. Case Managers completed assessments, conducted face to face visits to monitor supports, and made additional referrals for services as needed.

Individuals actively enrolled in case management services are contacted each month. We complete face to face visits every 30 to 90 days based on the need of the individual. Individuals receiving enhanced case management services are seen face to face to every 30 days.

Individuals in both communities are assessed for the Developmental Disabilities Waiver Waitlist using priority criteria based on the needs of the individual. Currently, GPCS has 67 individuals on the Waiver Waitlist:

County	Number of residents on Waiver Waitlist
Powhatan County	44
Goochland County	21
Other (waiting for transfer)	2

Below shows numbers based on Priority Criteria:

Priority Status	Number of individuals
Priority 1	12
Priority 2	25
Priority 3	30

The Waiver Slot Assignment Committee (WSAC) is scheduled to meet on March 7, 2022, to allocate eight DD Waiver Slots to individuals on the waitlist (Priority 1).

Submitted by LaTasha Brown, Developmental Services Case Management Supervisor

In Home Support Services

Direct Support Professionals (DSPs) supported individuals in their homes and community utilizing a person-centered approach. The clients have visited many inside events due to the weather. Some of the client joined an exercise group at Henrico Recreation Center.

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, and phone calls.

We received one referral during February. Currently, we have one individual in Hanover and one in Goochland in need of direct support staff.

Hanover County		Goochland and Powhatan Counties	
Consumers	11	Consumers	1
DSPs	12	DSPs	1

The recruitment process for part-time Direct Support Professionals (DSPs) for Hanover, Goochland, and Powhatan counties. The GPCS employment application and DSP job description is posted on our website www.gpcsb.org.

Submitted by Veneda Scott, In Home Support Services Supervisor