

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
August 1, 2022

Goochland Powhatan Community Services Board of Directors held its August 2022 meeting on Monday, August 1, 2022, at Virginia House.

Present

Michael Asip
Jackie Cahill
Parthenia Dinora
Joyce Layne-Jordan
Mariah Leonard
Crystal Neilson-Hall
Renee Sottong

Absent

James Babcock
Stephen Hancock

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. He asked if there were any additions to the agenda. There were no additions, and the meeting was brought to order.

Minutes

June 2022 meeting minutes were reviewed for approval. There were no noted errors or corrections.

ACTION: Motion to approve June 2022 meeting minutes, was made by J. Cahill, seconded by C. Neilson-Hall. Motion carried by all, and June 2022 minutes were approved.

New Board Member Introduction and Orientation Options

Les asked all Board members and GPCS staff to introduce themselves as there are many new members. Following introductions Les explained he will be reaching out to all new members and coming up with some dates and times that will work for an orientation. Ideally, they'd be completed over the next month.

FY2022 May Budget Report

Cheryl Smith, Finance Director, provided the May 2022 Budget Report to the Board. Of note, GPCS is still just under budget for expenses and over budget for revenues. Fees received have been over 100% of what was budgeted. There was discussion about any surplus at the end of the year. Cheryl explained that in general federal funds that are not expended by deadline will go back to federal government, but all other funds go to bank.

ACTION: Motion to approve FY 2022 May Budget Report as presented, was made by C. Neilson-Hall seconded by M. Asip. Motion carried by all, and FY 2022 May budget report was approved.

FY2023 Budget-Updated

Les reminded the Board that a preliminary budget was brought to them last month based off the estimated state budget. The Board approved the budget and Les let them know he'd bring a final budget once the state completed a final approval of funds. He presented them with the final budget. He explained that the budget presented last month was only slightly off from the final budget he is giving them today.

Consumer Satisfaction Results/Client Statistics

Les Explained that leadership team came up with modified consumer satisfaction survey to be distributed over all services. This survey is based on what has been used before in some programs and was modified to meet the program communication needs. These were distributed for a 2-week trial run, given to consumers face to face, and satisfaction was measured as scoring a 4 or 5 on survey. Initial results were pretty good. Some program scoring was impacted based on how few were received. The Board had discussion around developmental services responses and how to survey these populations more effectively in the future. Les also reviewed the numbers of consumers serviced over the past year. Of note, children served in mental health programs has increased by 117% over the past fiscal year, and by 300% over the past two fiscal years.

Reports

Senior Community Supports Directory –

Lateshia reported that community supports has been operating as normal. The units have been working through limitations regarding resources and audits. Recently Lateshia worked with a committee to create a proposal to develop self-advocacy program for those with ID/DD. The self-advocacy group would give consumers the opportunity to learn about their rights and spread knowledge about their rights. They would be able to build their own self advocacy through purchased training and using the consultants. Ultimately, the goal is to have a self-advocacy group that would meet regularly.

Senior Clinical Director –

Irene reported that clinical services is working on getting fully staffed. Currently the vacancies that are still open are the SUD clinician, and clinical director for outpatient. A new MH case management supervisor started today, and our new RN started in July. Caseloads are manageable and have capacity to take on cases. There is a plan to visit a current peer run center at another CSB in the next month to see if model could be transferred over to GPCS

Senior Administrative Director –

Carinne reported that Powhatan County is in the process of replacing the HVAC and doing a roof upgrade in the building GPCS uses. Unfortunately, in this process they have realized the roof needs much more work than they initially thought, and they must completely remove the existing roof to build a new one from scratch. They had initially planned on starting the project the last spring however the contractor fell through so the project got pushed. They are now back out to bid for the project and don't

have a confirmed start date. They are expecting it to start shortly after the November election date and will communicate timelines as soon as possible. As of now, they are anticipating the roof and HVAC replacement will take a minimum of 12 weeks though likely to be up to six months. During that time the building will need to be vacated fully. Powhatan administration is working to find a location for Monacan services as well as a small clinic office for GPCS to use during the renovations. As a hiring update, there are still currently four openings advertised, SUD clinician, MH outpatient director, developmental services case manager, and business systems analyst.

Executive Director -

Les reported that this week that the governor will be appointing new chief deputy administrator, Ellen Harrison. She is currently executive director at Harrisonburg-Rockingham CSB.

Les informed the Board that the agency 501c (Cedarwoods fundraising) has a house as part of the 501c. Unfortunately, the house has gotten away from being house for consumers with developmental disabilities and currently it is being renting to 3 consumers who are all moving out. Leadership consulted with a lawyer about possibly selling the house and what would have to be done with any funds from the sale. There are a few options, first is to put the money into 501c as it exists now. Second is to give any funds to another 501c. The third option is to reconfigure the current 501c to incorporate other services. Les explained the Board will need to discuss these options and the 501c in upcoming meetings.

At approximately 5:48, J. Cahill proposed that the Board convene in a closed meeting pursuant to Virginia Code §2.1-3711 for briefings by staff members pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. C. Neilson-Hall 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 R. Sottong to certify conformity of closed meeting and to reconvene regular session, seconded by J. Cahill. All members affirmed this.

ACTION: Motion made by R. Sottong to accept and sign agreement outlined in closed session as proposed. Motion was seconded by J. Cahill. Motion carried by all.

Meeting was adjourned at 6:09 pm.

The next meeting is September 12, 2022, in the Powhatan Offices.

Crystal Neilson-Hall, Secretary
CNH/ck

Date