

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
September 12, 2022

Goochland Powhatan Community Services Board of Directors held its September 2022 meeting on Monday, September 12, 2022, at the Goochland Offices.

Present

James Babcock
Jackie Cahill
Parthenia Dinora
Stephen Hancock
Joyce Layne-Jordan
Mariah Leonard

Absent

Michael Asip
Crystal Neilson-Hall
Renee Sottong

Staff Attending

Les Saltzberg
Lateshia Brown
Carinne Kight
Cheryl Smith
Irene Temple
Jeanine Vassar

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

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

ACTION: Motion to approve August 2022 meeting minutes, was made by J. Cahill, seconded by J. Layne-Jordan. Motion carried by all, and August 2022 minutes were approved.

PIEP Program Presentation

Jeanine Vassar, Parent Infant Education Program (PIEP) Supervisor, provided the Board with a presentation on PIEP Services. She reviewed what PIEP services are offered and explained how the therapists work with the entire family. Her presentation included videos demonstrating behaviors the therapists evaluate and testimonials from families.

FY2022 Year-end Budget Report

Cheryl Smith, Finance Director, provided the fiscal year 2022 year-end budget report to the Board. Of note, fee revenue was \$188,000 over what was budgeted, \$102,000 was spent on advertising in total, and \$18,000 in ARPA funds was received as well as \$158,000 onetime SUD federal block grant funds. Overall, the year ended with GPCS spending just under the budgeted expenses and 14% over budget for

revenue. There was discussion about how extra funds are handled at the end of the year and discussed the amount spent on advertising for the year.

ACTION: Motion to approve FY 2022 year-end Budget Report as presented, was made by S. Hancock, seconded by J. Layne-Jordan. Motion carried by all, and FY 2022 year-end budget report was approved.

ADA Plan Update

Les reviewed the current ADA plan for that leadership team has worked on to meet the requirements of the settlement with the Department of Justice. He noted that the agency is meeting all timelines laid out in the agreement and reviewed the requirements for the first 60 days. He noted that Allison Meyer and Naomi Robinson have been designated as ADA coordinators for the agency and an ADA training from an outside agency will be held for all staff on September 30th. Further updates will occur as requirements are completed.

Powhatan Space Workgroup Update

Jackie Cahill provided the Board with an update from the space workgroup. The members of the workgroup are Jackie, Cheryl Smith, Lateshia Brown, and Lise Fitzgerald. They determined the agency needs around 10,000 square feet of space. The committee was put in contact with Village Concepts which is run by Michael Potter and Rick Smith. They described that they own property in Powhatan Village area and would be interested in working with GPCS to build a building which the agency will lease back. This is at the beginning stage and the committee is working on a space assessment with them to discuss wants and needs of the agency. The Board discussed the potential of this partnership including potential lease length, procurement concerns, and integration with strategic plan.

Cedarwoods

Les explained to the Board that the agency has a 501c (Cedarwoods) under which two homes were purchased. One of those homes was sold in 2017 and the other one currently is not being used for anything programmatically and only has one resident who will be moving in the future. As discussed in previous meetings the house will be sold following the resident's exit. In addition, the agency is reviewing Cedarwoods as a whole and how best to use the 501c. The first step in that is to review the bylaws and update to fit current needs while supporting the original mission. Les has reviewed the bylaws and they indicate the Cedarwoods Board consists of five members. Currently, Les and Lateshia are on the Board as well as Jackie. Les is asking for Board to think about two more appointments to the Cedarwoods Board so the purpose and use of the 501c can be more seriously looked at. There was discussion around those potentially interested and it was decided that voting on Cedarwoods Board members would occur at the October meeting.

Reports

Senior Community Supports Directory –

Lateshia reported that community supports has been operating as normal. She distributed flyers for Monacan Services upcoming talent show. The show will be held on September 28, 2022, at 1 p.m. in the auditorium of the Powhatan building. All are welcome to attend.

There are slots open for the waiver slot assignment committee. All ID/DD Directors in the region are reaching out to their Boards to ask for volunteers to serve on the committee. The role of the Waiver Slot

Assignment Committee is to determine from among the individuals who meet priority one criteria, who should be served first, based on the needs of the individual at the time a slot becomes available using the statewide criteria. If anyone is interested, please let Lateshia know.

Senior Clinical Director –

Irene reported that clinical services is working on getting fully staffed. They have a potential candidate for the MH outpatient director position, hoping she works out.

A visit to a current peer run center at another CSB is planned for this month. Anxious to see the program and what elements can be brought back to GPCS.

RSAAC (rural substance abuse awareness coalition) held their second annual rural recover revue event over Labor Day weekend. It was a very successful event with a great turnout.

Senior Administrative Director –

Carinne reported that Powhatan County did not receive any bids on the recent RFP to replace the roof and HVAC in the Powhatan building. This project is on hold, though they say they're still hopeful to get it started after November elections.

The annual independent financial audit was last week. Auditors were on site looking through financials, payroll, and policies. The onsite portion is completed, and we are waiting on written audit. Auditors said things looked good when they left.

Agency is doing a significant reimplementation of Credible, the electronic health record. It was first implemented in 2013 and many things have changed since then. A committee is working on revising forms, visits, and processes.

Executive Director -

Les reviewed the north star plan from the Commissioner of DBHDS, Nelson Smith. He noted this is the Commissioner's key objectives to achieve between 2022 and 2025. There are three main objectives, developing workforce, increasing access and capacity, and modernizing systems. He showed the Board the Commissioners presentation that was reviewed and discussed each objective in depth.

Meeting was adjourned at 5:51 pm.

The next meeting is October 3, 2022, in the Powhatan Offices.

Crystal Neilson-Hall, Secretary
CNH/ck

Date