



MEMORANDUM

TO: Members of the Goochland Powhatan Community Services Board

FROM: Parthy Dinora, Chair

SUBJECT: Notification of Board Meeting

DATE: March 31, 2023

The Goochland Powhatan Community Services Board will meet on Monday, April 3, 2023. The meeting will begin at 4:30 p.m. in the Powhatan Board Room.

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

1. April 3, 2023, Agenda
2. Minutes from the March 8, 2023, Meeting
3. FY24 Board of Directors Meeting Schedule
4. Program reports

Please review these materials prior to the meeting. We look forward to seeing you on the 3rd.

*****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 3, 2023

4:30 P.M.

Powhatan Board Room (Village Building)

AGENDA

- I. Minutes of the March 8, 2023 Board Meeting
Pages: 1-4
***Action: Approve or amend March 2023 minutes.**

- II. Présentation on Clinical Service Programs
Pages :N/A
***Informational**

- III. Appointment of Nomination Committee for CSB Board Officers
Pages: N/A
***Informational**

- IV. FY 2024 Meeting Schedule
Pages:5
***Informational**

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

- VIII. Adjourn

Next Meeting: May 1, 2023. Location: Virginia House (Goochland)

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
March 8, 2023

Goochland Powhatan Community Services Board of Directors held its March 2023 meeting on Wednesday, March 8, 2023, at Virginia House in Goochland.

Present

Michael Asip
James Babcock
Jackie Cahill
Parthenia Dinora
Stephen Hancock
Joyce Layne-Jordan
Crystal Neilson-Hall
Linda Revels

Absent

Mariah Leonard
Renee Sottong

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

February 2023 meeting minutes were reviewed for approval. There were no noted errors or corrections.

ACTION: Motion to approve February 2023 meeting minutes, was made by C. Neilson-Hall, seconded by J. Cahill. Motion carried by all in attendance, none opposed. February 2023 minutes were approved.

Presentation by Sergeant Baltimore, Powhatan Sheriff's Office

Les introduced Sergeant Baltimore to the Board. He explained that he met with Sergeant Baltimore to discuss safety at the potential new Powhatan Building and hear suggestions from him. Sergeant Baltimore started the discussion by noting that some of the options available would have to be discussed with the fire marshal to ensure they meet code. For example, windows that don't open and close, while an extra security feature could be an issue for fire marshal. Moving on he discussed that the doors cannot be locked going out as individuals have to be able to get out of the building in an emergency. He noted that it seemed in talking with Les the biggest concern was the number of people that can come in the building and maintaining safety while still being welcoming to the clients. He noted that based on plans there were 6 or 7 entrances/exits and his suggestion is to put a type of scan

system/ID card with pin number. He noted that CSI is name of company that did all the work at courthouse. Sergeant Baltimore then discussed interior structural items, keeping the lobby doors as glass doors so that it's welcoming and at the same time sheriffs can see in without issue in case of emergency. Doors beyond that lead into office building itself again, suggest a scan system and suggest that it's metal or heavy wood, with a window. Something that they can't look up and down the hall but those coming out can see people in the lobby. He then discussed the lobby pass through window and suggested that if it is a window that opens and closes it should also have a mechanism that locks it. There was then discussion around if the glass of this window should be bulletproof and the Sergeant noted that there are a few options, including a bulletproof window that has the circle for communication and a small opening at the bottom. Another option would be to do sheathing over a sliding door window. Sergeant Baltimore suggested that an alarm be set up that would go off for glass breakage or locked door being broken in. He noted that the CSB can request a button that can alarm to the Sherriff office when pressed. The last building suggestion he noted was for the building would be waiting room camera and outdoor cameras. Finally, Sergeant Baltimore specified that the most important thing is to teach people what to do when emergency happens (active shooter, etc.). There was discussion around different options for these trainings and it was noted that Les and the Board would prefer the locality Sheriff's offices coming in to train staff.

The Board discussed the options that Sargant Baltimore presented this led to discussion around moving forward with building while at same time moving forward with speaking with builder about safety issues and what's available to use in the construction. It was asked what the drop dead date of security features to be put into plan and Les said that would be the May meeting. The cost of various safety options was discussed. Les and Jackie noted that the builder has been clear they'll do wiring for security items, but GPCS bears the cost of hardware for them (cameras, etc.). Stephen Hancock motioned to approve moving forward with building plans with the understanding that the Board will have report from the building committee regarding safety issues to be considered by the May meeting. He rescinded this motion as discussion continued. There was further discussion on if a sub-committee was needed for researching safety options for the building. The Board decided that as there is a Board member (Jackie Cahill) on the Powhatan building committee, that committee would research the safety options available and present those options, as well as the cost at the May meeting for discussion and vote.

ACTION: Motion to allow building committee to research all safety options and budget to the May meeting for final vote was made by C. Neilson-Hall, seconded by J. Layne-Jordan. Motion carried by all in attendance and was approved.

FY2023 6-month Financial Statements

Cheryl Smith, Finance Director, provided the 6-month financial report. She noted that the at halfway through the year the agency was right where it needed to be. Currently GPCS is at 50% for expenses and 49% for revenue. She noted that a significant amount had been used for ads in the Richmond Times Dispatch, but also noted that that was working as there were few position unfilled. She reminded the Board that federal income is processed different this year because the agency has to apply to DBHDS for the funds and get reimbursed. She also noted that the good thing is that GPCS is really ahead on fees and are working really hard to get all fees reimbursed. Linda Revels congratulates the staff for getting the fees increased and Jamie thanked Cheryl for great reporting.

Review proposal to discontinue PPEA process and approve new Powhatan building lease

Les informed the Board that he met with the lawyer about the proposed lease for the new Powhatan Building. In the meeting the lawyer said there are 2 options for proceeding at this point. First, the Board has the choice of finishing the PPEA process and drafting a PPEA lease which is much larger than a typical lease. Option two, given there was only one proposal, no public comment was made, and the agency has been transparent in the process, the agency can forego the full PPEA process and move forward with a regular lease. Les noted that if the Board chooses to go with a regular lease, it is much simpler lease. Additionally, the attorney drew up a motion to move from PPEA process and lease to the use of a regular lease.

ACTION: Motion to accept paperwork to be incorporated in decision to discontinue PPEA process and approve the proposed Powhatan building lease was made by S. Hancock, seconded by L. Revels. Motion carried by all in attendance, and discontinuation of PPEA process and acceptance of proposed lease was approved.

Reports

Board Chair –

Parthy reported that she works closely with the Special Education Director of Goochland schools and recently she told Parthy the services available to kids from CSB are life changing to them, and it's remarkable the change in services and relationship between CSB and schools

Senior Community Supports Director –

Lateshia noted that community supports are rolling along as normal. She let the Board know that the Early Intervention program (PIEP) is planning a child find event. They are coordinating with Powhatan schools on the event. She also noted that advocacy meetings have been hosted, but unfortunately there was not a good turnout. The advocacy team is regrouping and going to try some other ways to get more interest, like zoom meetings, social media posts, fliers, etc. Lastly, Lateshia reported that licensing audit specific to ID/DD services, happened this month. Currently the staff are working on response to citations.

Senior Clinical Director –

Irene let the Board know that as of this afternoon the emergency services unit will be fully staffed. In addition, the interview with an SUD clinician candidate went well & she's going to get fingerprints done, MHOP clinicians are fully staffed, and a new psychiatric nurse practitioner will start in April.

With the new psychiatric nurse practitioner starting this means that GPCS will be ending the contract with Dee Burke. She will be finishing up in April. The agency still needs to determine what to do for children. Currently there are 14 kids under 14 getting services at GPCS including meds, so must figure out best way to continue to serve them. Additionally, recently two staff got certified in acupuncture health.

Irene also reported that she went to Hanover schools to see how they are implementing mental health services in the schools. Internally we will be meeting next week to determine best way to provide individual therapy services to the kids in the schools.

GPCS Senior Administrative Director –

Carinne reported that the new business generalist-HR will start next week. Also, the new business generalist-AP has jumped right in and is working out great. Finally, she noted that the Licensing audit resulted in citations for personnel files unfortunately. Most of them were not supported and she is working to develop a response to remove the citations.

Executive Director -

Les noted that VACSB is meeting in Norfolk May 3rd through the 5th. Any Board members interested in attending let Les or Carinne know so they can get registered.

Les also noted that there is still not a proposed budget from the General Assembly, so still waiting on that.

Other Reports –

Crystal Neilson-Hall reported that Goochland community theater has a play that was written by Dakota Jones regarding mental health. Opening night is next Friday at 7pm at Eagle theater. The play is about a woman who is an artist struggling with mental health, not being open with therapist, and the effect it has on her life and relationships. One of the GPCS staff will be attending and will have agency brochures available.

Meeting was adjourned at 5:42 pm.

The next meeting is April 3, 2023, at Powhatan office.

Crystal Neilson-Hall, Secretary
CNH/ck

Date

Goochland Powhatan Community Services FY 2024 Meeting Schedule

July – No Board Meeting
August – Board Meeting August 7, Powhatan Board Room, 4:30 p.m.
September – Board Meeting September 11, Virginia House, 4:30 p.m.
October – Board Meeting October 2, Powhatan Board Room, 4:30 p.m.
November – Board Meeting November 6, Virginia House, 4:30 p.m.
December – Board Meeting December 4, Powhatan Board Room, 4:30 p.m.
January – Board Meeting January 8, Virginia House, 4:30 p.m.
February – Board Meeting February 5, Powhatan Board Room, 4:30 p.m.
March – Board Meeting March 4, Virginia House, 4:30 p.m.
April – Board Meeting April 1, Powhatan Board Room, 4:30 p.m.
May – Board Meeting May 6, Virginia House, 4:30 p.m.
June – Board Meeting June 3, Virginia House, 4:30 p.m.

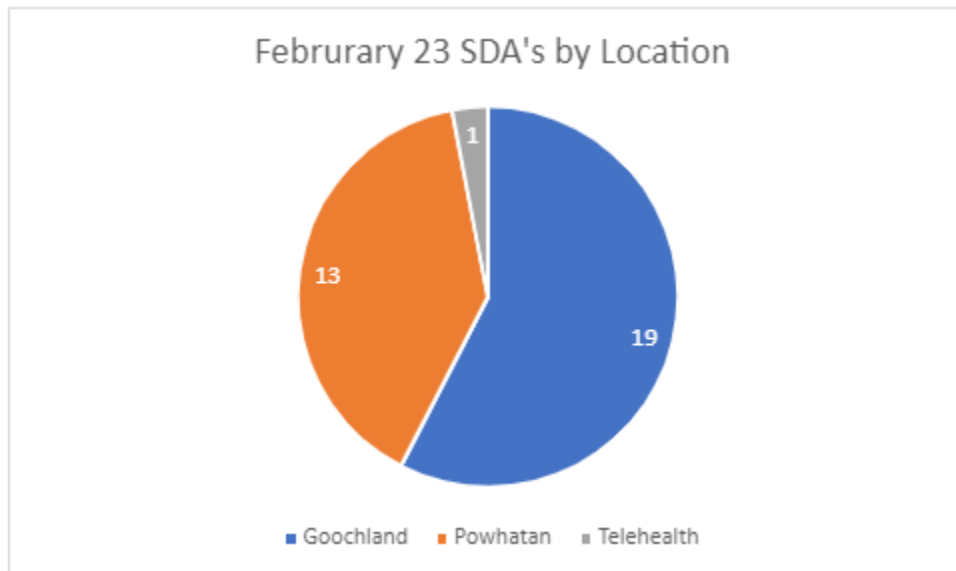
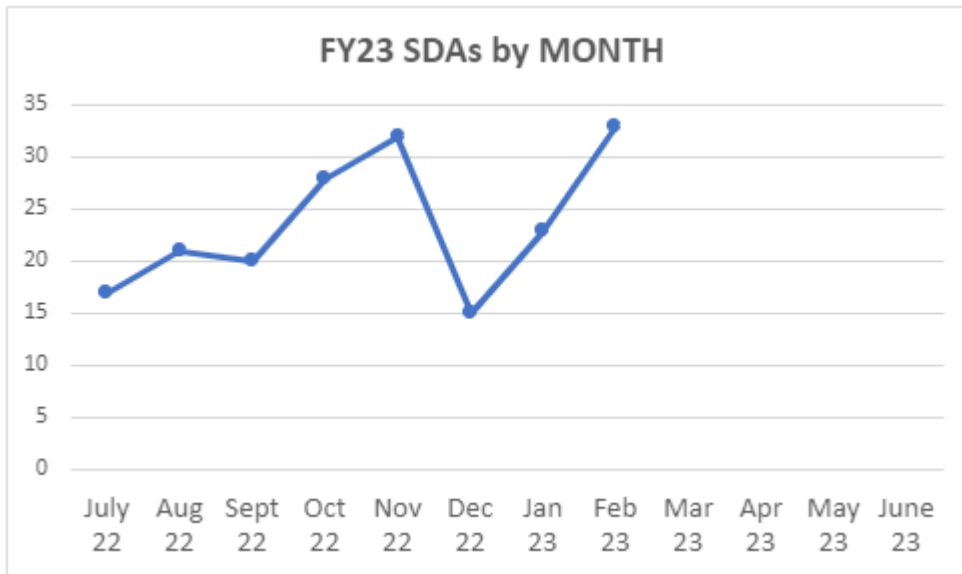
Goochland Office – 3058 River Road West, Goochland, VA 23063

Powhatan Office – 3910 Old Buckingham Road, Powhatan, VA 23139

April 2023

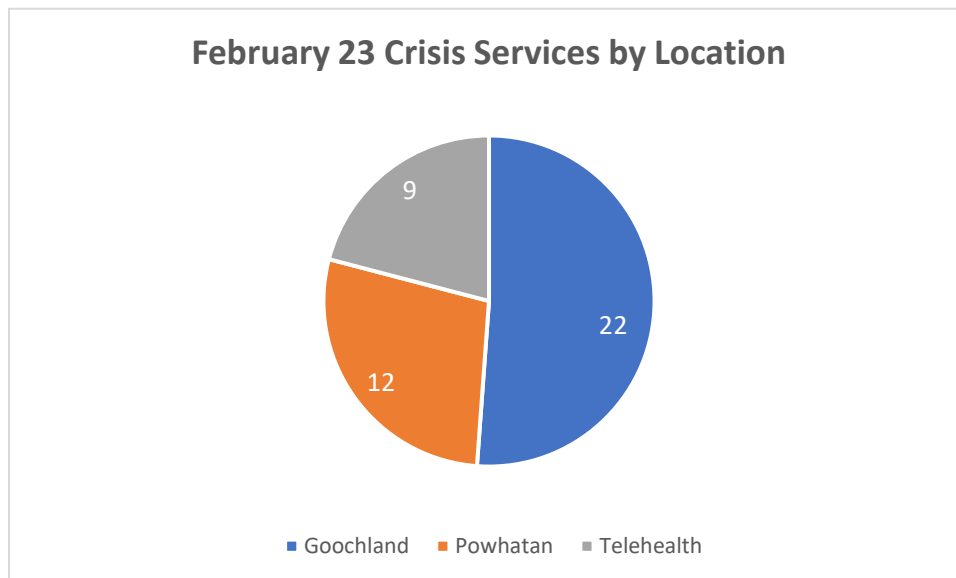
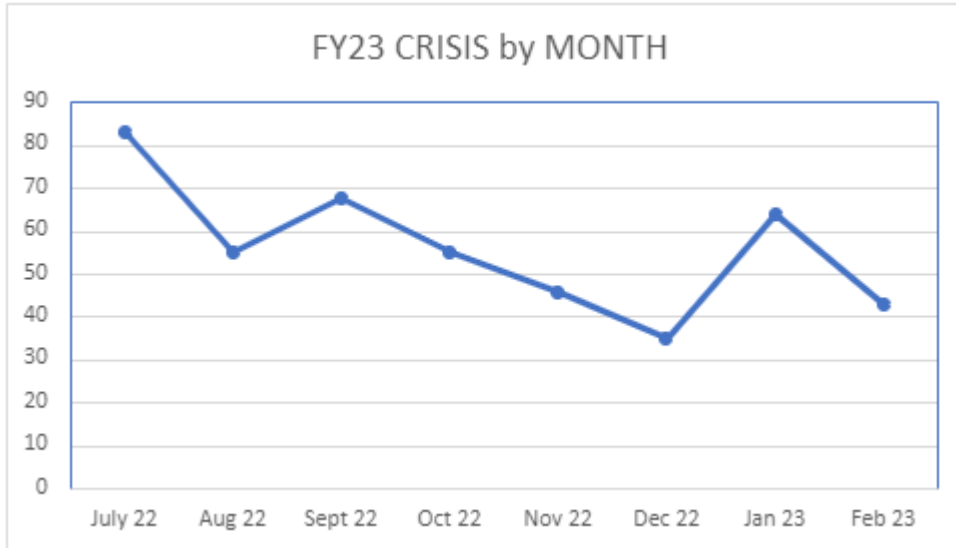
Same Day Access/Emergency Services

SDA: February 2023 has been our busiest month for SDA's for far this FY year. We have seen an increase of over 51% since July 22. We saw more SDA's in Goochland this month than Powhatan and we've continued our efforts to be able to offer SDA to consumers where they are located.



Emergency Services: In February 2023, we had 43 crisis contacts throughout the month. Around 15 were individuals from the community seeking support with family members or friends who needed crisis services. Access team continues to work on ways to pull data to show diversion data. GPCS Leadership met with regional ES managers this month along with DBHDS Admissions liaison to discuss continued transparency with hospital admissions. GPCS will continue to work with community partners on best

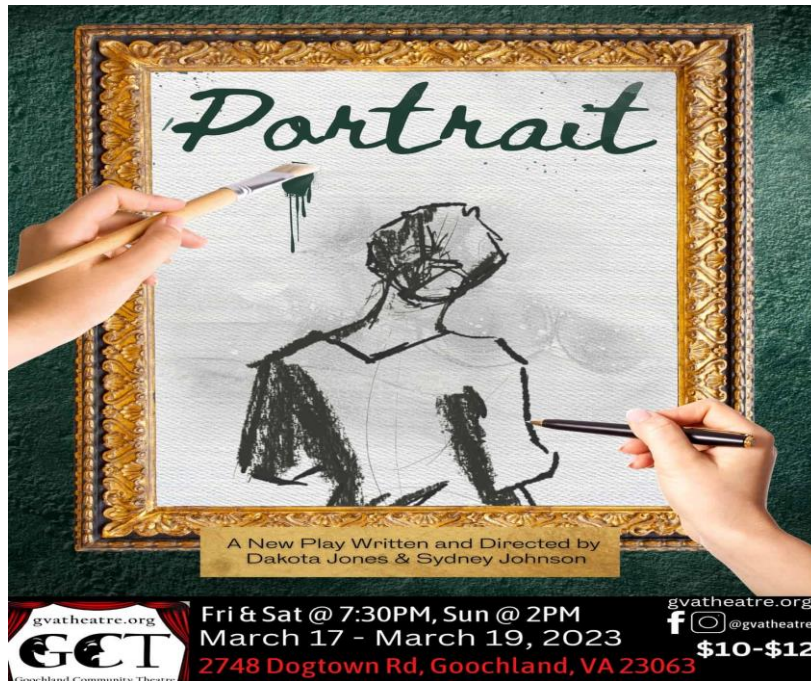
practices for serving our consumers.



This team will be fully staffed with 2 clinicians in each office by June.

MHOP

Goochland Community Theater Play



Irene Temple and Heather Morgan attended the play and spoke afterwards with community members about mental health. They staffed a table to provide resources and support.

Ruth Saunders and Heather Morgan attended Powhatan Parent Resource School Fair.



This month there has been an increase in MHOP caseloads, we currently have 236 active consumers being served by 6 therapists and their supervisor.

SUD Services

We hired a second clinician, so the SUD team now consists of the Lead, a Clinician (one in each location), an SUD case manager and our Peer Recovery Specialist.

The Lead and Peer completed the Accuwellness (auricular acupuncture) training in Charlottesville in March and will keep their skills honed in monthly supervision group with Henrico Mental Health and Developmental Services.

Project ROOT continues to serve Powhatan with ESS. They participated in the screening and panel discussion of Tipping the Pain Scale, hosted by Region 10.



SUD staff are working on developing group programming and pursuing GPRA training to maintain our relationship with state/federal funding sources.

Medical Team

Our new Nurse Practitioner, Jeff Buthe, starts on 4/3/23. He is looking forward to seeing clients in the offices and through telemedicine. We have already linked him with a Suboxone provider at Henrico Mental Health and Developmental Services to show him the innovations they have developed. One of our nurses, Donna Herndon, resigned. Her last day is on 4/21/23. We are actively recruiting for this position.

MH Case Management

In **February 2023**, The Mental Health Case Management Unit was staffed with 3 case managers and a supervisor. The unit served 85 consumers for targeted case management and CSA case management. CSA case support received 4 referrals for services. Case Managers continued to follow up with community referrals and targeted case management services were provided with more visits being conducted in the community with consumers. MHCM supervisor and nursing staff are working to ensure all consumers that receive medication management only consumers are remaining active with prescribers, there are currently 71 consumers on this list. MHCM supervisor attended town hall for Medicaid renewal, to aid consumers in maintaining benefits. The MHCM team continues to follow up with consumers to ensure medication management services are being received after provider Mario Gomez's last day in February. Cassidy Griles is tentatively scheduled to transition to Emergency Services in June of 2023, an ad for a Mental Health Case Manager has been placed. The MHCM team and MHOP team are working together to collaborate regarding consumers in both services, this includes completing annual assessments together and quarterly reports.

Prevention

To highlight March as Problem Gambling Awareness Month, Region IV collaborated with NBC12 and DBHDS by airing an interview about identifying potential signs of problem gambling. Please see the link to view the 5 minute interview from March 8, 2023. [NBC12 Problem Gambling Interview 3.8.23.mp4](#)



RSAAC's Board recruited Jenifer Strozier from the NAACP as the new Goochland At-Large representative.

RSAAC's Rural Recovery Revue Planning Committee has named Libby Roberts as the headlining speaker for the next awareness event for RSAAC that will highlight the intersection of addiction and suicide. The event is scheduled for September 30th from 1-4. More event details are in development!

Goochland Sheriff's Office reported that the Hidden in Plain Site trailer was ordered. It will take 5 weeks for the trailer to arrive. We plan to use it for substance use prevention awareness activities throughout Goochland and plan to have the trailer ready before Goochland Day.

Events completed in March by Goochland Powhatan CSB Prevention Staff:

- 2 5 Bridges to Wellness Workshops
- 1 Adult Mental Health First Aid training
- 1 Youth Mental Health First Aid Training
- RSAAC in person gathering and networking event at Powhatan County Seat

COMMUNITY SUPPORT SERVICES

April 2023 Board Report

Day Support Services

Monacan Services

Monacan Services continues to serve 18 consumers in the program. We have received 2 referrals for individuals wanting to attend the program. Also 2 tours of the center were completed last month. We continue to see growth and interest in our day support services.

A significant part of our program is providing individuals with opportunities to build friendships and enjoy social activities. This enhances their self-esteem, independence, confidence, and social skills. This month Monacan Services held its first Paint and Sip at the center. The consumers had a wonderful time painting their canvases and enjoying sparkling juice. One of our DSPs, Carmen, lead the group and created the project. The consumers all stated how much of a great time they had painting.

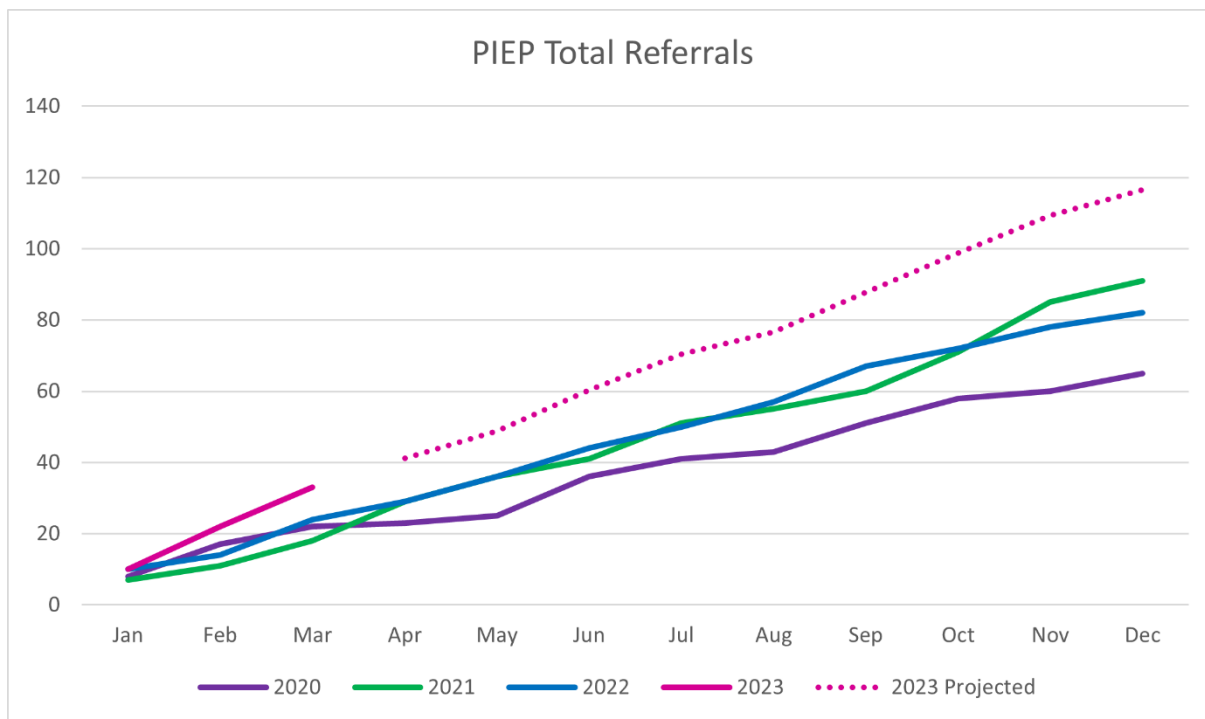


Submitted by Maitlin Ware, Monacan Services Day Support Supervisor

Parent-Infant Education Program (PIEP)

We had 11 referrals to PIEP in the month of March and 7 children were discharged. We served 58 families with active IFSPs and another 22 children are somewhere in the intake process. We continue to plan and prepare for the Child Find event in Powhatan on March 30th.

Referral rates are increasing across the state. At GPCS, we've had 33 referrals so far in 2023, as of midday on March 27th. Looking at Trac-it data for the last few years (keeping in mind it neglects to count re-referrals), we didn't reach our 33rd referrals for 2022 and 2021 until mid-May and in 2020 not until mid-June. I've made the graph below to show our referral rates across the last few years. I also used the recent referral rate to try and forecast how many referrals we might see in the rest of 2023.



Submitted by Jeanine Vassar, PIEP Supervisor

In Home Support Services

In Home Support Services (IHSS) provided 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 the month of February. Consumers visited local malls and parks for exercise in addition to participating in weekly exercise groups at the local recreational centers. The Circle of Friends continued to meet on Saturday for breakfast. Also, several consumers attended the Night to Shine prom night experience held at Cool Springs Baptist Church.

Community Support Services

IHSS Supervisor facilitated regular contact with consumers and their families via visits in the home and community, and phone calls. IHSS received one referral for the month February.

Submitted by Veneda Scott, In Home Support Services Supervisor

Developmental Services Case Management (ID/DD)

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 70 individuals on the Waiver Waitlist:

County	Number of residents on Waiver Waitlist
Powhatan County	46
Goochland County	24

Below shows numbers based on Priority Criteria:

Priority Status	Number of individuals
Priority 1	8
Priority 2	30
Priority 3	32

Below shows the last quarter data for the DD unit:

	January	February	March
Active CM (Medicaid)	100	100	99
Active CM (Non-Medicaid)	1	1	1
Waiver Breakdown			
CL	67	67	66
FIS	31	31	31
BI	1	1	1
Active Waiver Total	99	99	98
Non-waiver Active CM	2	2	2
Total Individuals Served	101	101	100
Contracted CM	7	7	6
Transfers (in)	1	0	0

We had one discharge in March.

Submitted by LaTasha Brown, Developmental Services Case Management Supervisor

Psychosocial Rehabilitation Services

- Virginia House

Virginia House has had 3 tours this month and one referral. We're also in the process of transitioning our program to reflect more of a recovery model, focusing more on the individual instead of the mental illness and medical necessity for the service. This will provide an opportunity to expand our services to more individuals seeking support.

Evidence suggests individuals need to receive the benefits of social interaction to improve mental and physical health. A key component of our program is providing consumers with opportunities to engage in community-based activities to facilitate social connections. One community activity this month was a trip to a local park for a picnic. It was a fabulous day weather-wise, and we got some exercise on the walking trails and on the swing set, the latter quickly becoming the crowd favorite. It was a great reminder to slow down and find joy, even (especially?) if doing something you haven't done since childhood. We continue to volunteer weekly at the Goochland animal shelter and host our friends at Monacan Services a couple of times a month for lunch.

Submitted by Jess Childress, Psychosocial Rehabilitation Supervisor

Developmental Services Quality Assurance Update:

Case Management is reviewed quarterly by DBHDS to ensure we are meeting targets for identified Individual Service Plan (ISP) measures. Our DD case management unit has consistently done well for each quarterly review including our most recent review in March 2023. The DD Case Management Supervisor, LaTasha Dodson, has continued to work with the Developmental Services Quality Assurance Coordinator to address any areas of concern and to develop strategies to maintain compliance. Additionally, DD Case Management was reviewed for the annual Licensing DD Inspection in January. Final responses were submitted in March resulting in a dismissal of all citations.

DBHDS Office of Licensing completed its annual Developmental Disabilities Inspection for the agency in January. All DD services were reviewed and resulted in one corrective action plan for In Home Support Services. The IHSS CAP was accepted and approved. The corrective action plan has been implemented and will continue to be monitored for compliance.

Submitted by Naomi Robinson Developmental Services Quality Assurance Coordinator

MONTHLY VEHICLE UTILIZATION AND EXPENSE REPORT (FY-23)

MONTH OF Feb-23

VEHICLE	Van	Van	Van	Van	Van	Van	Van	Van	Van	Van	Van	Van	Van
Program	Ops	Ops	Ops	Ops	Ops	Ops	Ops	Ops	Ops	Monacan	Monacan	Monacan	Monacan
Auto ID (last four VIN)	2236	2508	2450	0089	7202	6021	3364	3044	0908	8586	8578	5388	3695
Pate #	145-507L	176-819L	37-534L	117-954L	167-233L	197-521	167-212L	161-538L	106-432L	144-819L	144-820L	118-010L	116-907L
MILEAGE	176,697	193,968	263,035	175,990	215,927	79,577	267,785	89,200	153,187	53,348	52,696	110,381	154,797
MILES DRIVEN	1,329	103	0	755	1,433	2,397	997	752	4	588	254	0	571

VEHICLE	Van	Van	Car	Car	Car	Car	Car	Car	Car	Car	Car	Car	Car
Program	Monacan	Va House	MH CM	ID CM	ID CM	ID CM	Monacan	MH CM	Va House	MH CM	IHSS	PIEP	PIEP
Auto ID (last four VIN)	6691	0967	9585	0090	9825	9824	4489	1990	0654	1369	6635	2890	2281
Pate #	205-951	118-003L	106-406L	47-572L	167-221L	167-220L	197-518L	140-018L	156-857L	106-442L	146-867L	167-222L	39-337L
MILEAGE	8,359	111,049	107,768	116,973	57851	94,452	57,337	121,069	176,070	106,963	62,641	58,091	105,399
MILES DRIVEN	496	2	113	581	856	0	793	0	224	0	652	239	965

TOTAL MILEAGE & PROGRAM UTILIZATION

TOTAL # MILES DRIVEN	14,104	107,539
Operations (Transportation)	<u>7,770</u>	<u>55,081</u>
Monacan Services & Va. House	<u>2,928</u>	<u>23,458</u>
Parent Infant Education Program, ID/MH Services, Residential Services, In Home Support services	<u>3,406</u>	<u>29,000</u>

GASOLINE FOR:

NUMBER OF GALLONS PURCHASED	1716.19	7,084
COST OF GASOLINE PURCHASED	<u>\$4,315.17</u>	<u>\$19,627</u>

** Gas reported February 2023 and Quarles February 2023

REPAIRS & MAINTENANCE

COST OF REPAIRS & MAINTENANCE	<u>\$7,646.66</u>	<u>\$19,807</u>
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DRIVERS HOURS & SALARIES

NUMBER OF HOURS DRIVERS WORKED	356.00	2,710
DRIVERS SALARIES	<u>\$6,408.00</u>	<u>\$48,773</u>