



GOOCHLAND POWHATAN COMMUNITY SERVICES  
BOARD MEETING

March 4, 2024  
4:30 P.M.  
Pathways (Goochland)

**AGENDA**

- I. Minutes of the January 8, 2024 Board Meeting  
Pages: 2-4  
**\*Action: Approve or amend January 2024 minutes.**
- II. Public Comment
- III. FY2024 6 Month Financial Statement  
Page: 5  
**\*Informational**
- IV. Powhatan Building Updates  
Pages: N/A  
**\*Informational**
- V. FY2023 Doubtful accounts and write-offs  
Page: 6  
**\*Informational**
- VI. Reports
  - a. Board Chair
  - b. Senior Community Support Director
  - c. Senior Clinical Director
  - d. Senior Administrative Director
  - e. Executive Director
  - f. Other Reports**\*Informational**
- VII. Closed Session: Personnel Matter  
Pages: N/A
- VIII. Adjourn

Next Meeting: April 1, 2024. Location: Powhatan (Village Building Board Room)

**GOOCHLAND POWHATAN COMMUNITY SERVICES**  
**MINUTES**  
**January 8, 2024**

Goochland Powhatan Community Services Board of Directors held its January 2024 meeting on Monday, January 8, 2024, at the Pathways building in Goochland.

Present

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

Absent

Staff Attending

Les Saltzberg  
Irene Temple  
Carinne Kight via zoom  
Cheryl Smith via zoom  
Lateshia Brown via zoom

**Welcome**

Les Saltzberg welcomed all attending Board members and thanked them for joining the meeting. He noted that he had one addition to the agenda. There were no other additions.

**Public Comment**

There was no public comment.

**Minutes**

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

**ACTION:** Motion to approve December 2023 meeting minutes, was made by J. Cahill, seconded by J. Babcock. Motion approved by all in attendance, none opposed. Motion carried.

**New Powhatan Building Update by Builder**

Les introduced Rob Cambell and Rick Smith, builders of the new Powhatan office. They also introduced Kurt Hildenbrand as their consultant. Rob and Kurt discussed the progress of the building. Of note is that the site plan and building plan had to be revised. This is due to the sewer set up. To connect to Powhatan sewer, they would have to cross an unrelated third party's land to connect to sewer. Unfortunately, those landowners would not allow the builders to do that.

Rob explained that they did a lot of searches about building codes, and meetings with Powhatan County to develop strategies to get the building to code and utilize septic versus sewage. At this point, septic is the route they are going, otherwise must pursue an easement from Powhatan County and get VDOT approval to close the road. The Board engaged in discussion with the builders about the options, and if they are going with septic which responsibilities fall to GPCS and which fall to the landlord. There was also discussion of long-term planning, continuing work with Powhatan County to get easement and potentially switch to sewer versus the septic. Rob also informed the Board that the estimation of building completion is now February/March 2025 versus January.

**School Based Clinician – addition to the agenda**

Les informed the Board that one of the long-term goals when he started with GPCS was to build positive relationships with schools. Currently GPCS has one full time clinician with Goochland Schools and one full time with Powhatan. He noted that Irene Temple and Heather Morgan have worked with both school systems to apply for a grant to fund additional clinicians in the schools. As of Friday, both systems heard that their application was approved, with Goochland receiving 138,000 and Powhatan receiving \$264,000. These grants would allow GPCS to cover the salaries for the two existing therapists as well as an additional two therapists. The period for grant is set to end of June, however the Governor has put in additional money in his budget for next year to continue this grant. With the approval of this grant Les is requesting approval to hire up to two additional school-based clinicians.

**ACTION:** Motion to approve hiring of two school-based clinicians, was made by M. Asip, seconded by M. Allen. Motion approved by all in attendance, none opposed. Motion carried.

**Reports**

Board Chair –

No report

Senior Finance Director –

No report

Senior Community Supports Director –

No report

Senior Clinical Director –

Irene reported that the substance use disorder case manager has been hired and started today. The current school-based clinicians are working in the evening hours in the clinics to see family members of those that they see in the schools. Which results in billing opportunities as well. She also noted that Setera Stevens, emergency services manager, and Robin Pentecost, prevention manager, did an ad regarding supports available and suicide prevention on the local radio station conglomerate. It played throughout the holidays.

GPCS Senior Administrative Director –

No report

Executive Director -

Les noted that the upcoming VACSB is in Richmond on January 16<sup>th</sup> and 17<sup>th</sup>. If any board members are interested in attending to let either himself or Carinne know. Also, he updated the Board on the

beginning of the budget process. He noted that the Governor has put a 1% raise in for state employees, but he is not sure how that will change through the budget process, and how it will translate to GPCS.

Board Members –

Jamie explained that Powhatan County has updated their process for inclement weather and that they will reach out to Les know. He also asked that if there are any issues within the current Powhatan building to let him know.

The meeting was adjourned at 5:22 pm.

\_\_\_\_\_  
Crystal Neilson-Hall, Secretary  
CNH/ck

\_\_\_\_\_  
Date

**GOOCHLAND POWHATAN COMMUNITY SERVICES  
ALL PROGRAMS COMBINED  
BUDGET REPORT**

FY 2024					
Account Description	FY 2023 Actual	FY 2024 Approved	Through 12/31/2023	%	Notes
<b>EXPENSE</b>					
<b>PERSONNEL</b>					
Total Salaries and Wages	\$4,346,355	\$5,116,380	\$2,683,733	52%	
Total Fringe	\$1,033,887	\$1,253,185	\$615,341	49%	
<b>Total Personnel Services</b>	<b>\$5,380,242</b>	<b>\$6,369,565</b>	<b>\$3,299,074</b>	52%	1
<b>OPERATIONS</b>					
Total Staff Development	\$29,785	\$31,515	\$13,869	44%	
Total Facility Expense	\$218,556	\$218,596	\$100,583	46%	
Total Supplies	\$154,763	\$182,953	\$103,656	57%	2
Total Travel Expense	\$124,667	\$120,855	\$54,409	45%	
Total Consult/Prof Servs	\$547,441	\$554,735	\$175,423	32%	
Total Special Funding	\$149,184	\$0	\$167,740		3
Total Misc Expense	\$95,453	\$139,692	\$45,195	32%	
<b>Total Operations</b>	<b>\$1,319,849</b>	<b>\$1,248,346</b>	<b>\$660,876</b>	53%	
<b>TOTAL EXPENDED</b>	<b>\$6,700,092</b>	<b>\$7,617,911</b>	<b>\$3,959,949</b>	52%	
<b>INCOME</b>					
State Income - MH	\$2,105,802	\$2,568,176	\$1,295,587	50%	
State Income - DD/ID	\$421,439	\$450,277	\$225,138	50%	
State Income - SUD	\$486,640	\$543,610	\$271,805	50%	
Federal Income	\$706,395	\$404,536	\$572,149	141%	4
Goochland County	\$373,630	\$392,312	\$196,156	50%	
Powhatan County	\$373,630	\$392,312	\$196,156	50%	
<b>Fees:</b>					
Medicaid SPO	\$1,292,697	\$1,309,179	\$569,748	44%	5
Medicaid Waiver	\$630,373	\$615,188	\$359,033	58%	
Medicaid Transport	\$23,661	\$20,000	\$9,503	48%	
Schools	\$0	\$0	\$0	0%	
Direct & Third Party	\$377,553	\$406,479	\$204,761	50%	
Work Contracts	\$0	\$0	\$0	0%	
Program Activities	\$5,477	\$5,709	\$2,484	44%	
PIEP Part C	\$214,618	\$282,707	\$141,354	50%	
Reinvestment	\$192,210	\$177,425	\$88,713	50%	
Restricted-Grant	\$0	\$0	\$0	0%	
Reserves	\$0	\$0	\$0	0%	
Miscellaneous	\$30,913	\$50,000	\$75,152	150%	6
Interest and Other	\$0	\$0	\$0	0%	
<b>TOTAL INCOME</b>	<b>\$7,235,038</b>	<b>\$7,617,911</b>	<b>\$4,207,738</b>	55%	
<b>BALANCE</b>	<b>\$534,947</b>	<b>(\$0)</b>	<b>\$247,789</b>		

Notes:

- 1) **Over \$100K for bonuses that were not budgeted**
- 2) We bought a bunch of new computers for MHOP, MHCM and Pathways Staff and also 5 for Pathways' consumers. We are getting reimbursed for most of them
- 3) End of Federal Year (9/30/23) purchasing with SOR Funding
- 4) We received \$87K of our Pathways Grant in the 1st Qtr for Expenditures that took place in FY 23. **Timing of Reimbursement Payments**
- 5) **Some of our consumers have lost Medicaid**
- 6) We received \$72,846 from Goochland County for our SUD Case Manager

**We are in a good position for the second half of FY 24**



P. O. BOX 189  
 GOOCHLAND,  
 VIRGINIA 23063

EXECUTIVE DIRECTOR  
 Les Saltzberg, Ph.D., LCP  
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 Developmental Disability Services  
 Substance Use Disorder Services

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 Goochland, VA 23063  
 (804) 556-5400  
 Fax (804) 556-5403

3910 Old Buckingham Road  
 Powhatan, VA 23139  
 (804) 598-2200  
 Fax (804) 598-3114

Memorandum

TO: Parthy Dinora, Chair and Members of Goochland Powhatan Community Services Board of Directors

FROM: Carinne Kight, Senior Director of Administration

SUBJECT: FY2023 Fee Write Offs

DATE: February 1, 2024

Annually, fees & fee collections are assessed, and an amount is selected for write offs. Please find this information below.

	FY23	FY22	FY21	FY20
Fees Charged	\$2,770,470.44	\$2,629,792.71	\$2,333,024.73	\$2,258,484.10
Credible Fees Collected	\$2,293,775.17	\$1,787,120.45	\$1,626,145.49	\$1,712,346.50
Ability to Pay & Insurance Adjustments	\$574,266.26	\$528,463.80	\$585,913.52	\$579,736.67
Doubtful accounts/Write Off	\$101,816.65	\$151,323.40	\$39,064.44	\$45,244.03
Accounts Receivable @ 6/30	\$276,272.92	\$475,660.56	\$312,775.50	\$230,874.22

FY 23 Write Off Breakdown	
Bankruptcy	\$370.00
Deceased	\$150.00
GPCS Write off	\$61,973.38
Doubtful accounts	\$14,809.57
<b>TOTAL</b>	<b>\$101,816.65</b>

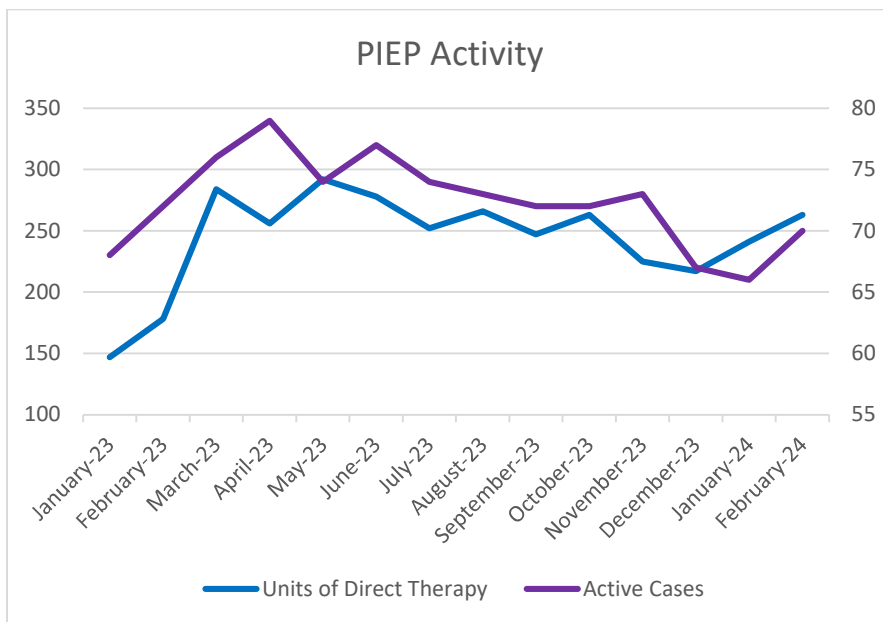
## COMMUNITY SUPPORT SERVICES

### March 2024 Board Report

#### **Parent-Infant Education Program (PIEP)**

We had 8 referrals to PIEP in January and another 9 referrals in February so far. 13 children were discharged, and we served 60 families with active IFSPs (with another 20 families in the intake process).

Below is a graph showing PIEP activity over the last year, specifically capturing only “active cases” meaning only children confirmed as eligible and in need of intervention and only the units of direct treatment, so it’s not including case management activities, therapeutic assessments, writing treatment plans, etc. This means it’s only reporting on units of Physical Therapy, Occupational Therapy, Speech Therapy, Developmental Services, and Social Work Services.



Submitted by Jeanine Vassar, PIEP Program Manager

#### **Developmental Services Support Coordination (ID/DD)**

	February
<b>Active CM (Medicaid)</b>	101
<b>Active CM (Non-Medicaid)</b>	1
<b>Waiver Breakdown</b>	
Community Living	63
Family & Individual	37
Building Independence	1
Available	2
<b>Active Waiver Total</b>	<b>101</b>

<b>Non-waiver Active CM</b>	<b>1</b>
<b>Total Individuals Served</b>	<b>102</b>
<b>Contracted CM Services</b>	<b>7</b>
<b>Transfers</b>	
<b>DD Waiver Wait List Numbers</b>	
Priority 1	<b>9</b>
Priority 2	<b>28</b>
Priority 3	<b>34</b>
<b>Wait List Total</b>	<b>71</b>

Developmental Services Support Coordinators continue to work diligently to ensure all individuals have the services and resources they need. The Support Coordinators and Support Coordinator Manager participate in the several monthly and quarterly meetings a Unit meeting.

GPCS was given two additional Family and Individual Services waivers from the State therefore, two individuals were awarded

waivers on February 15, 2024. The case managers will begin working with these families to initiate new waiver services. GPCS also have two Community Living waivers waiting to be awarded to families who are in need of residential services.

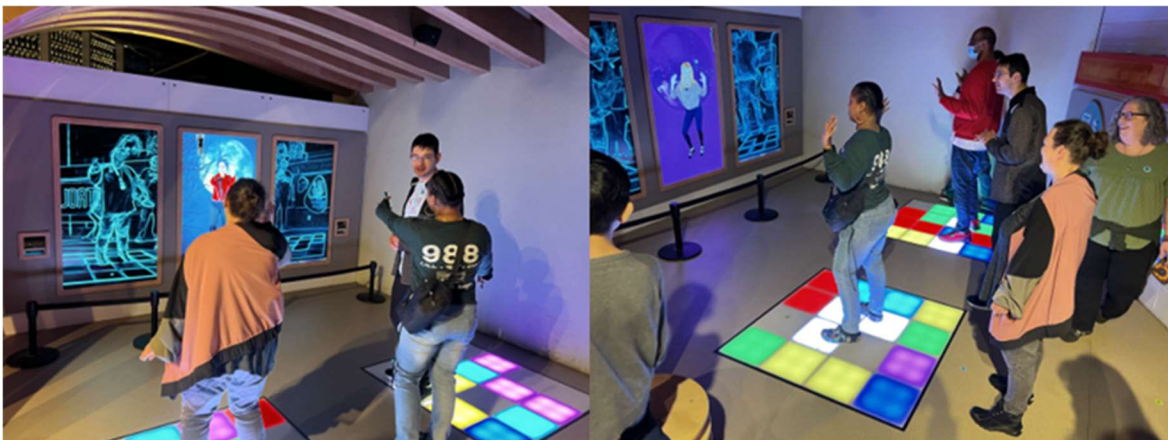
Submitted by LaTasha Dodson, Developmental Services (DS) Support Coordination Manager

**Day Support Services (ID/DD)**

Monacan

Monacan Services welcomed a new Full-time DSP to the team in the middle of February. We are very excited for her to join our team! We have also added days to several of our consumers' schedules. Monacan Services continues to serve 20 consumers. 19 funded (with a waiver) and 1 non- funded (without a waiver).

Monacan Services took several fun outings over the last months. The consumer's favorite was their trip to the Science Museum of Virginia. The museum had an exhibit full of things focused on movement. The outing was a huge hit, and we will be venturing back very soon. The consumers continue to love visiting Goochland CARES to volunteer. This is something they look forward to weekly and have built wonderful relationships with the individuals there. We are excited for the upcoming warmer spring days. Also be on the lookout for our upcoming Annual Talent Show date (May)! We had to move to a spring date due to being out of the center in our usual September. It will be an amazing show!



Submitted by Maitlin Ware, Monacan Services Program Manager



## **In Home Support Services**

We are currently serving 12 consumers in our IHSS program, and we have received 7 new referrals. We've been diligently working to complete assessments and hire Direct Support Professionals (DSPs) interested in working in Goochland and Powhatan communities.

Direct Support Professionals (DSPs) supported consumers in their homes and communities by utilizing a person-centered approach. DSPs supported consumers in their homes by assisting with individual care tasks, activities of daily living, and building life skills. In addition, there were various community activities throughout the month. In an effort to increase opportunities for community involvement and socialization, our consumers and staff will host events in the community each month.

Lastly, I am pleased to announce that Lisa Williams has been promoted to In Home Support Services Manager. Lisa has been an integral part of our Developmental Services Support Coordination team for 6 1/2 years and has consistently demonstrated her expertise, commitment, and dedication to our consumers and values. Lisa will assume her new role on March 1, 2024

Submitted by: Lateshia Brown, Senior Director, Community Support Services

## **MH Case Management**

In **February 2024**, The Mental Health Case Management Unit was staffed with 2 care coordinators, a Peer Support Specialist, SUD Care Coordinator, 4 Mental Health Recovery Coaches and Program Manager. For the month of February, 73 Mental Health Case Management consumers were served, 6 SUD Case Management consumers were served, and 114 Medication Management visits occurred. The agency applied for and was approved for a license to provide Mental Health Skill Building services. The Mental Health Case Management team has successfully requested Permanent Supportive Housing Grant funds from the Region Permanent Supportive Housing Funding Support Team. These funds have assisted consumers to have repairs and services completed that allowed the consumer to continue living in their home and maintain stable housing.

## **Prevention**

### **February 2024**

The Young Adult Survey closes on April 15th. We currently have only 5 responses. We are working with VCU and our media managers to come up with other ideas to recruit respondents.

If you know anyone living in Goochland or Powhatan between the ages of 18 and 25, please forward this survey to them and see if we can get them to take it. They get a \$15 gift card as compensation. The flyer is attached. They have to text the number on the flyer to receive the survey. If anyone has trouble getting their gift card, please let me know by emailing me at [rpentecost@goochlandva.us](mailto:rpentecost@goochlandva.us). See below for poster.

In February, Travis Fellows and multiple RSAAC members represented Goochland and Powhatan at the Smart Approaches to Marijuana Conference and the national CADCA leadership conference.

Travis also attended the Substance Abuse Prevention Training hosted by DBHDS that lasts 32 hours and is a requirement of all Prevention Block Grant staff.

We collaborated with Take a Walk with Us, Powhatan Parks and Rec, and Hanover CSB to host a SafeTalk suicide prevention training that was attended by 10 people. The training was well received, and we are working with the facilitators to host 3 more this year.

We are running more ad campaigns with Effect TV for gambling prevention, recovery resources, and over-the-counter campaigns.


We are working with Audacy to continue our suicide prevention campaigns. Setera Stevens recorded new material in February. The goal of the campaign is to reduce risk for suicides in Goochland and Powhatan.

We are partnering with Tom Bannard from VCU Recovery Rams to host an in person training for families of people in recovery. We will send the flyers once they are created.

March 4<sup>th</sup> is our next event. The goal is to provide education about the impact of marijuana on the brains of underage users. The presenter is Laura Stack, who speaks from the perspective of a parent who lost her child to suicide. Her child had an addiction to THC.

**THE DANGEROUS TRUTH  
ABOUT TODAY'S MARIJUANA**

This community education event is sponsored by:




A **FREE** live **VIRTUAL** event for parents and caregivers of adolescents and teenagers in the Greater Richmond area.

Laura Stack's 19-year-old son, Johnny, died by suicide on November 20, 2019, after becoming psychotic from dabbing high-THC marijuana concentrates.

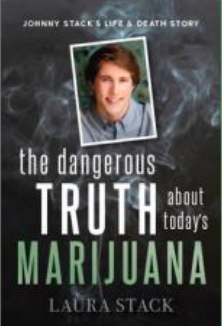
Soon afterward, Laura started a 501c3, Johnny's Ambassadors, to educate parents, teens, and communities about the dangers of today's high THC marijuana on adolescent brain development, mental illness, and suicide.

In this session, Laura will share the story of Johnny's marijuana addiction from a parent's point of view, a poignant chronicle of the shocking descent from innocence to eventual suicide.




**Laura Stack**  
Founder and CEO of  
Johnny's Ambassadors

**MONDAY, MARCH 4th at 7:00 to 8:30 p.m.**



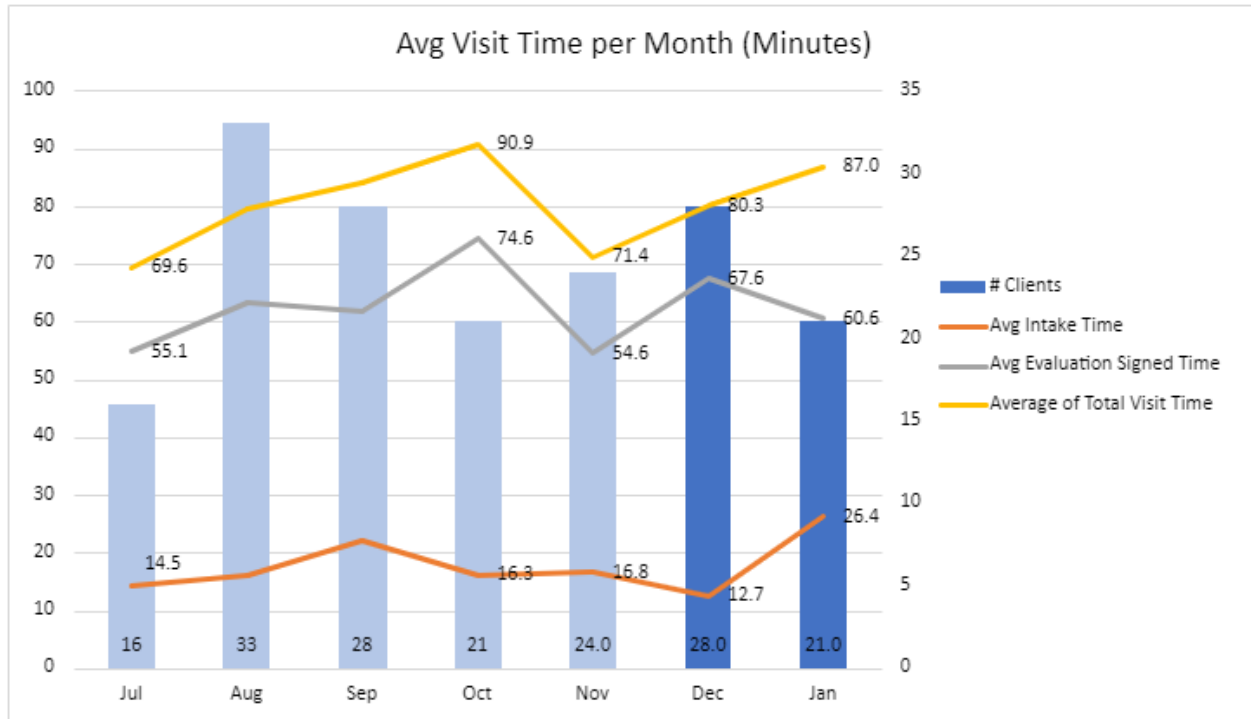
First 50 people to register get a **FREE** copy of Laura's book!

REGISTER BY SCANNING THE QR CODE OR VISITING <http://tinyurl.com/nk3wtc8v>



**SDA**

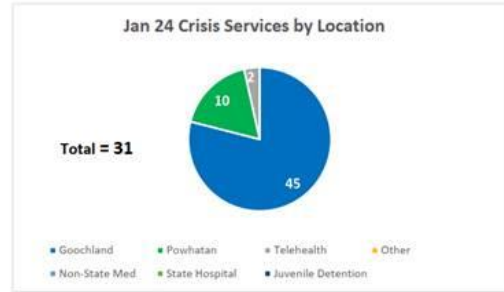
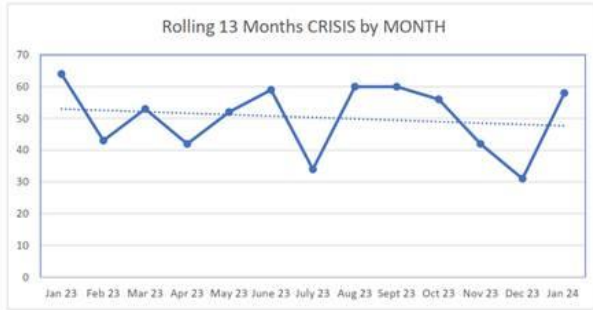
In January 2024 SDA completed 23 assessments. We continue to lead the Region in providing intakes to our residents in Goochland and Powhatan around 70 minutes. As you can see from the graph



we've had increase in time for completion of intake paperwork and a slight decrease in the evaluation time. GPCS Admin and ACCESS team leadership will be meeting with Henrico and Hanover CSB in the next several weeks to inquire about how implementing some of their processes may assist with providing more efficient ways of supporting our clients.

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23	Dec 23	Jan 24
Total SDAs	23	33	39	26	25	22	15	33	24	27	26	24	23
Location	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	July 23	Aug 23	Sept 23	Oct 23	Nov 23	Dec 23	Jan 24
Goochland	8	19	11	7	13	11	6	14	18	11	4	9	12
Powhatan	11	13	22	15	5	11	8	13	5	16	18	14	10
Telehealth	4	1	6	4	3	0	1	6	1	0	4	1	1

**Emergency Services:** In January 2024 ES completed 58 crisis visits, referral back to the community instead of hospitalization continues to be our primary source of intervention.



**MHOP/SUD**

Active consumer served:

MHOP: 313

SUDOP:41

SBS:50

CSA Case Support: 18

Our team consists of 8 MHOP/SUD clinicians, 2 school-based clinicians, and 2 CSA care coordinators.

Addiction 101 group has started and is offered at both locations. William Hale, LCSW has taken over as veterans’ liaison as he brings a wealth of knowledge and connections to the team with his previous experience working with the Veterans Administration.

Job openings remain for more school-based clinicians as we work to expand those services.

MONTHLY VEHICLE UTILIZATION AND EXPENSE REPORT (FY-24)

MONTH OF Jan-24

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	187,898	195,873	263,035	196,744	230,195	101,864	279,483	96,155	153,338	56,783	56,515	110,381	160,637
MILES DRIVEN	1,419	1	0	1,417	1,453	453	1,518	506	4	346	77	0	418

VEHICLE	Van	Car	Car	Van	Van	Car	Car	Car	Car	Car	Car	Car	Car
Program	Monacan	Monacan	Monacan	Pathways	Pathways	Pathways	Pathways	MH CM	MH CM	MH CM	ID CM	ID CM	ID CM
Auto ID (last four VIN)	6691	4489	1369	0967	8280	0831	0654	9585	1990	0502	0090	9825	9824
Pate #	205-951	197-518L	106-442L	118-003L	244-512L	244-506L	156-857L	106-406L	140-018L	244-507L	47-572L	167-221L	167-220L
MILEAGE	13,282	65,150	109,994	111,077	1,618	2,069	178,009	109,960	127,570	2,242	123,733	61,200	102,012
MILES DRIVEN	272	548	273	0	144	398	33	262	0	0	459	258	0

VEHICLE	Car	Car	Car	Car
Program	IHSS	PIEP	PIEP	PIEP
Auto ID (last four VIN)	6635	2890	2281	8729
Pate #	146-867L	167-222L	39-337L	239-195
MILEAGE	68,688	61,618	113,531	5,794
MILES DRIVEN	0	122	414	1,107

TOTAL MILEAGE & PROGRAM UTILIZATION

TOTAL # MILES DRIVEN	11,902	193,538
Operations (Transportation)	6,771	123,382
Monacan Services & Va. House	2,509	25,400
Parent Infant Education Program, ID/MH Services, Residential Services, In Home Support services	2,622	44,756

GASOLINE FOR:

NUMBER OF GALLONS PURCHASED	720.34	7,095
COST OF GASOLINE PURCHASED	\$1,561.93	\$17,651

\*\* Gas reported Goochland and Quarles Jan 2024

REPAIRS & MAINTENANCE

COST OF REPAIRS & MAINTENANCE	\$1,242.05	\$10,082
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DRIVERS HOURS & SALARIES

NUMBER OF HOURS DRIVERS WORKED	412.82	3,210
DRIVERS SALARIES	\$7,950.88	\$60,531