



GOOCHLAND POWHATAN COMMUNITY SERVICES
BOARD MEETING

October 7, 2024
4:30 P.M.
Powhatan Board Room

AGENDA

- I. Minutes of the September 9, 2024, Board Meeting
Pages: 2-4
***Action: Approve or amend September 2024 minutes.**
- II. Public Comment
- III. Introduce Lisette
- IV. Vote on Pumpkins
Pages: N/A
***Action: Pick Winner of Pumpkin Contest**
- V. Powhatan Building Updates -- Cheryl
Pages: N/A
***Informational**
- VI. Program Presentations Discussion
- VII. Write-Offs
Pages: N/A
***Informational**
- VIII. Cedarwoods
***Informational**
- IX. PSR Program Update
***Informational**
- X. Reports
 - a. Board Chair
 - b. Senior Community Support Director
 - c. Senior Administrative Director
 - d. Executive Director (Interim)
 - e. Other Reports***Informational**
- XI. Closed Session: ED Search Update
- XII. Adjourn

Next Meeting: November 4, 2024 Location: Pathways

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
September 9, 2024

Goochland Powhatan Community Services Board of Directors held its September 2024 meeting on Monday, September 9, 2024, at Pathways building in Goochland.

Present

Marcus Allen
Jackie Cahill
Parthenia Dinora -Via Zoom
Stephen Hancock
Joyce Layne-Jordan
Sandra Leabough
Crystal Neilson-Hall
Linda Revels

Absent

Michael Asip
James Babcock

Staff Attending

Cheryl Smith
Carinne Kight
Lateshia Brown

Welcome

Jackie Cahill welcomed all attending Board members and thanked them for joining the meeting. There were no additions to the agenda.

Minutes

August 2024 meeting minutes were reviewed for approval. There was one correction noted in wording of language in the Executive Director search update.

ACTION: Motion to approve August 2024 meeting minutes as amended was made by C. Neilson-Hall, seconded by P. Dinora. Motion approved by all in attendance, none opposed. Motion carried.

Public Comment

There was no public comment.

Final Budget Report

Cheryl provided the board with the final budget for FY25 as she indicated she would do when the board voted on the budget in the June meeting. She reminded them that at that time the state had not finalized their budget, so the GPCS one was based off assumed revenues. She noted that the budget didn't have any significant changes once the state revenues were finalized, with slightly lower state revenue in mental health and PIEP funding. Overall, the decrease was under 3% and not impactful.

Unaudited EOY FY 2024 Budget Reports

Cheryl provided the board with the final budget report for FY24. Of note, the total in personnel is slightly over budget due to the addition of three school-based clinicians in May of 2024. In contrast, the

school revenue was also over, this is due to unplanned funds received from Goochland and Powhatan schools that was unanticipated. This revenue funded the three school-based clinicians. In total the agency was in the positive for the year.

Powhatan Building Updates

Cheryl reported that she and Rick were scheduled to meet in person however their schedules did not allow for in. Instead, Rick provided a report to Cheryl via email. He reported that site plan is approved and that there is only one thing that must be done before they can do the site work. Additionally, there will have to be a preconstruction meeting with site engineer, DEQ, Powhatan County, the site contractor, and Rick. This hasn't been scheduled and won't be until the building permit is approved. Unfortunately getting the building permit approved has been having some issues. Specifically, there are issues with the truss drawings and fire separation barrier in one of the hallways. Rick is working with the truss designer to work out a solution. As of now, Rick expects to receive all the site and building plan approvals by the second week of October with a hopeful start date about three weeks after that (likely break ground mid-November).

Board Roles, Duties and Responsibilities

Jackie informed the board that a couple of years ago Jennifer Faison, Executive Director of Virginia Association of Community Services Boards (VACSB) presented to the board about their roles and responsibilities. As it has been a couple years, and there are new members, Jackie and Cheryl felt it was a good idea to review that presentation with the board particularly since GPCS is an operating board. Cheryl and Jackie then reviewed the presentation.

Reports

Board Chair –

Jackie encouraged board members to serve on committees as they are developed.

Senior Finance Director –

none

Senior Community Supports Director –

none.

Senior Clinical Director –

NA

GPCS Senior Administrative Director –

There are openings for developmental services support coordinator, DSP, outpatient clinician, and emergency services manager.

At approximately 4:59 p.m., S. Hancock moved that the Board convene in a closed meeting pursuant to Virginia Code § 2.2-3711.A (4) for the protection of the privacy of individuals in personnel matters not related to public business. M. Allen 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 § 2.2-3712.D 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 S. Hancock to certify conformity of closed meeting and to reconvene regular session, seconded by C. Nelson-Lyda. All members affirmed this.

The meeting was adjourned at 5:20 pm.

Mike Asip, Secretary
MA/ck

Date

COMMUNITY SUPPORT SERVICES

October 2024 Board Report

Parent-Infant Education Program (PIEP)

We had 6 referrals to PIEP so far in September, 2 children were discharged, and we served 61 families with active IFSPs (with another 15 families in the intake process).

The flyer features a purple banner at the top with the text "Free Developmental Screenings!!". Below this, the main title "CURIOUS ABOUT YOUR CHILD'S DEVELOPMENT?" is written in large, bold, purple letters. The text "Come to **Child Check** to see if your infant, toddler, and/or preschooler has all the skills expected for their age" is centered. Below this, two columns of information are presented on a light brown background: "When: Friday, October 25th 9am-2pm" and "Where: 3058 River Rd West Goochland Powhatan Community Services". The flyer includes two photographs: one of a woman smiling and holding a baby, and another of a child drawing on a piece of paper. At the bottom, a blue banner lists skills: "We can tell you about your child's: Communication skills ✓ Play & Learning skills ✓ Motor skills ✓ Feeding & Self-help skills ✓ Behavior & Attention ✓ Social-Emotional skills ✓". Contact information for Jeanine Vassar and Wendy Travis is provided at the bottom.

Free Developmental Screenings!!

CURIOUS ABOUT YOUR CHILD'S DEVELOPMENT?

Come to **Child Check** to see if your infant, toddler, and/or preschooler has all the skills expected for their age

When: Friday, October 25th
9am-2pm

Where: 3058 River Rd West
Goochland Powhatan
Community Services

We can tell you about your child's:

- Communication skills ✓
- Play & Learning skills ✓
- Motor skills ✓
- Feeding & Self-help skills ✓
- Behavior & Attention ✓
- Social-Emotional skills ✓

For questions, or to schedule a private screening on another day, please call:

Jeanine Vassar (804) 657-2010
for children birth - 2 years old

Wendy Travis (804) 556-5321, x1153
for children age 3 - 5 years old

The smell of pumpkin spiced coffee has a special significance in PIEP because it signals to us that the season of Child Find has begun! Each fall, we plan an event in collaboration with Goochland Schools to provide on-the-spot free developmental screenings. This year will be the first time in decades that instead of holding the event at Goochland Elementary School down the street, we're inviting families to come to the newly beautified lower level of the Goochland office of GPCS.

Flyers go out this week and a sign is being ordered to help folks find us on the big day, but personal connections are everything in our community, so please help us by spreading the word!

Submitted by Jeanine Vassar, Program Manager, Parent-Infant Education Program

Developmental Services Support Coordination (ID/DD)

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 meetings and training throughout the month. A new support coordinator has joined our team September 16, 2024, and another staff has been hired to begin at another time.

The DS Support Coordination Manager and Lead SC continue to conduct interviews for several DS Support Coordinator positions.

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

Active CM (Medicaid)	100
Active CM (Non-Medicaid)	1
Waiver Breakdown	
Community Living	61
Family & Individual	39
Building Independence	1
Active Waiver Total	101
Non-waiver Active CM	1
Total Individuals Served	102
Contracted CM Services	7
Transfers	0
DD Waiver Wait List Numbers	
Priority 1	11
Priority 2	30
Priority 3	33
Wait List Total	72

In Home Support Services

IHSS has 15 consumers enrolled and one referral. A new staff is scheduled for orientation. As always applications are being accepted for Direct Support Professionals. In home consumers have been enjoying more outdoor activities as the weather cools down, such as to more parks and outdoor fall festivals. Many of the in- home consumers enjoy attending a program called “Friends for Life” held at a local church and after a summer break the program has started back up this month. Several individuals are excited about this.

A fall get together is scheduled for in home staff and consumers and will be held on October 11th at Deep Run Park.

Submitted by: Lisa Williams, Program Manager, In Home Support Services

Day Support Services (ID/DD)

Monacan

Monacan Services continues to have 20 consumers in the program. We are continuing the process of advertising for a new Full-time DSP due to a current DSP accepting another position within the agency.

Fall is in full swing at Monacan Services! Decorations are out and crafts are already covering the walls. The consumers have enjoyed many trips over the Pocohontas Landmark Center to play



~~Pickleball~~ We have discovered a love for large games of Family Feud and Jeopardy in the center. The consumers are looking forward to trips to the Pumpkin patch upcoming in October and the consumer favorite, the annual Halloween Costume dress up day!

Submitted by Maitlin Ware, Program Manager, Monacan Services

Quality Assurance (ID/DD)

During the Data Review with DBHDS in September, it was noted that Developmental Services Case Management was doing an overall good job of meeting targets. Six of the 18 measures reviewed were noted to have maintained a 100% compliance rate for fiscal year 2024 with 2 additional measures also consistently meeting or exceeding the state's target. The DD QA Coordinator and the DD Case Management Manager have worked to review data and identify concerns and training needs. Collaboration with the agency's business analyst has continued and has benefited our efforts to track trends and address concerns with services. Improvements in both the state and internal data have yielded positive results for Enhanced Case Management data as we are now meeting the state's target. The state has not provided any recent data on Targeted Case Management, however from our internal tracking we are compliant with meeting the state's target for this measure. The DD QA Coordinator has collaborated with the In-Home Supports Manager to enhance the tracking of employee training and review of consumer records. Systems have been put in place to improve the process.

Submitted by Naomi Robinson, Developmental Services Quality Assurance Coordinator

Community Support Services

MONTHLY VEHICLE UTILIZATION AND EXPENSE REPORT (FY-25)

MONTH OF Aug-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	193,325	196,869	263,035	210,551	232,655	114,005	291,590	96,384	153,376	58,680	58,054	110,381	163,069
MILES DRIVEN	21	65	0	1,852	389	2,502	1,943	0	2	464	56	0	306

VEHICLE	Van	Car	Car	Car	Van	Van	Car	Car	Car	Car	Car	Car	Car
Program	Monacan	Monacan	Monacan	Monacan	Pathways	Pathways	Pathways	Pathways	MH CM	MH CM	MH CM	ID CM	ID CM
Auto ID (last four VIN)	6691	4489	1369	7019	0967	8280	0831	0654	9585	1990	0502	0090	9825
Pate #	205-951	197-518L	106-442L	244-539L	118-003L	244-512L	244-506L	156-857L	106-406L	140-018L	244-507L	47-572L	167-221L
MILEAGE	15,008	69,569	111,805	4,730	111,246	3,748	7,000	179,342	112,566	131,104	9,161	127,097	62,889
MILES DRIVEN	137	657	323	669	48	624	2,285	232	463	625	1,146	89	139

VEHICLE	Car		Car	Car	Car	Car
Program	ID CM	ID CM	IHSS	PIEP	PIEP	PIEP
Auto ID (last four VIN)	9824	7216	6635	2890	2281	8729
Pate #	167-220L	244-545L	146-867L	167-222L	39-337L	239-195
MILEAGE	104,869	12,893	72,940	64,610	117,649	12,915
MILES DRIVEN	0	544	362	421	353	1,322

TOTAL MILEAGE & PROGRAM UTILIZATION

TOTAL # MILES DRIVEN	18,039	33,996
Operations (Transportation)	<u>6,774</u>	<u>13,604</u>
Monacan Services & Pathways	<u>5,801</u>	<u>9,459</u>
Parent Infant Education Program, ID/MH Services, Residential Services, In Home Support services	<u>5,464</u>	<u>10,933</u>

GASOLINE FOR:

NUMBER OF GALLONS PURCHASED	<u>830.23</u>	<u>1,583</u>
COST OF GASOLINE PURCHASED	<u>\$2,054.27</u>	<u>\$3,866</u>

** Gas reported Goochland and Quarles August 2024

REPAIRS & MAINTENANCE

COST OF REPAIRS & MAINTENANCE	<u>\$1,372.20</u>	<u>\$2,830</u>
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DRIVERS HOURS & SALARIES

NUMBER OF HOURS DRIVERS WORKED	<u>388.00</u>	<u>753</u>
DRIVERS SALARIES	<u>\$7,917.82</u>	<u>\$15,354</u>

Clinical and Behavioral Health and Wellness Services September 2024 Board Report

MH Case Management

In **September 2024**, The Mental Health Case Management Unit was staffed with 2 MH Care Coordinators, 2 Peer Support Specialists, 1 SUD Care Coordinator, 1 Mental Health Skill Builder, 2 Agency Nurses, and a Program Manager. For the month of August 74 Mental Health Case Management consumers were served, 14 SUD Case Management Consumers were served, and 143 Medication Management visits occurred. The agency participated in Save a Life Day, an event was held at the Pathways building and a table was set up at the Powhatan Farmers market on Thursday September 26th. A total of 35 doses of Narcan were distributed out to the community. The agency participated in the Regional Recovery Day event with our regional partners Henrico, Hanover, Richmond, and Chesterfield. The agency provided information on all services offered at the event as well as was able to distribute an additional 12 doses of Narcan. An agency consumer has started volunteering within the Pathways building sitting at the check in desk and participated in Save a Life Day, by volunteering at the vendor table at the Powhatan Farmers Market.





Behavioral Health and Wellness

State Opioid Response Prevention materials were used to support projects, events, and outreach efforts led by: Goochland Sheriff's Office, Goochland County Public Schools, Rural Substance Awareness and Action Coalition (multiple events), Rural Overdose and Outreach Team, Goochland Powhatan Community Services, St. Lukes Church (Powhatan), and the Peer Resource Center (also organized multiple events).

We spent all State Opioid Response Prevention Funds and Community Behavioral Health Block Grant funds on time. They were both due at the end of September.

Cheryl Smith helped us complete our new Web Grants application for the 2025 State Opioid Response funds and...we were approved! Thanks Cheryl!

Audacy Media company matched our radio/digital ad spend so that we could continue promoting both over-the-counter storage awareness and suicide prevention messaging. They also secured a sponsorship that will tag Goochland Powhatan Community Services at 7 local radio stations. The link below includes the sponsorship ad.

 [I'm listening GPCS.mp3](#)

We supported both Health Departments in their Community Health Assessment projects. Powhatan is celebrating because they reached their goal of 380 surveys!!! (427 as of now). This is wild success and we're all cheering for them.

Travis Fellows is helping RSAAC recruit Board Leadership. Elections are in November 2024.

We partnered with St. Luke's Church in Powhatan for Suicide Prevention Month. 15 people attended a Community Conversation organized by Jessie Brennan (Pictured below on the right) from the Powhatan/Chesterfield Health Department. Robin Pentecost (pictured left) provided resource information to support Jessie's talk on the Community Health Assessment in Powhatan.



Outreach:

If you know any groups of people who could benefit from a free suicide prevention training, please email: Rpentecost@goochlandva.us.

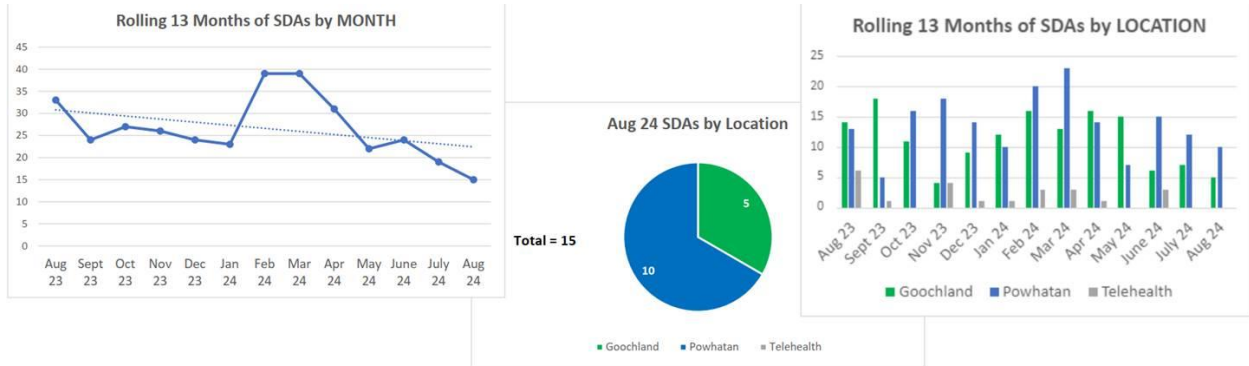
We are currently offering: QPR Suicide Prevention (90 Minutes) and Adult Mental Health First Aid (8 Hours). These are available virtually or in person.

We are looking for groups that are between 5 and 30 people for these classes. Feel free to contact me with any questions!

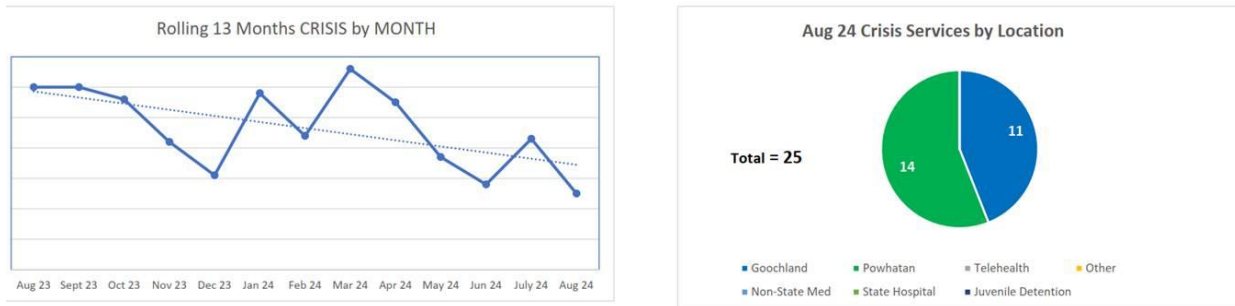
Access Team

SDA: In August 2024 we saw a 45% decrease in SDA assessments from FY 23; this decrease in SDA assessment is attributed to our increase in Direct Referral Consumers coming into the agency after being identified by our community partners and bypassing SDA for a more efficient intake process. Our mission in SDA is to provide consumers with

the most effective referral for treatment. We do not see this decrease as a negative, but as a way for us to continue to be innovative when supporting Goochland and Powhatan residents.



Emergency Services: The ES team continues to work with Goochland and Powhatan Emergency Management teams to prepare for natural disasters and community related crisis. Contrary to previous data provided, this month Powhatan experienced more crisis interventions than Goochland. As we work with Regional Partnerships through 988 and CRC program for children at St. Joseph’s Villa, we hope to provide resources for those in crisis in Goochland and Powhatan counties. ES team attended Center for Youth Partnerships event along with the Prevention team to spread the word about harm reduction and how local members can keep themselves and their families safe.



MHOP/SUDOP

Clients served:
 MHOP: 339
 SUDOP:26
 OBAT: 3
 SBS: 55

We are still looking to fill one clinician position in Powhatan that has experience working with children. We had a school based services team builder with our team this month watching the movie Inside out 2, an animated movie about our emotions as we develop.