



GOOCHLAND POWHATAN COMMUNITY SERVICES  
BOARD MEETING

**February 3, 2025**

**4:30 P.M.**

**Powhatan Board Room (Village Building)**

**AGENDA**

- I. Minutes of the December 2, 2024, Board Meeting  
Pages: 1-3  
**\*Action: Approve or amend December 2024 minutes.**
- II. Public Comment
- III. Presentation –  
Parent-Infant Education Program (PIEP) and Early Intervention  
Jeanine Vassar
- IV. New Powhatan Building Update  
**\*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**
- VI. Adjourn

Next Meeting: March 3, 2025 Location: Pathways

**GOOCHLAND POWHATAN COMMUNITY SERVICES**  
**MINUTES**  
**December 2, 2024**

Goochland Powhatan Community Services Board of Directors held its December 2024 meeting on Monday, December 2, 2024, at the Powhatan offices.

Present

Marcus Allen  
James Babcock  
Jackie Cahill  
Parthenia Dinora  
Stephen Hancock  
Joyce Layne-Jordan  
Sandra Leabough  
Linda Revels

Absent

Michael Asip  
Crystal Neilson-Hall

Staff Attending

Cheryl Smith  
Carinne Kight  
Lateshia Brown  
Lisette Edwards  
Brian McKeown  
Jordan Schellin

**Welcome**

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

**Pathways Recovery Center Presentation**

Jordan Schellin, Substance Use Care Coordinator, and Brian McKeown, Peer Specialist, reviewed services GPCS provides under the substance use disorder (SUD) umbrella. These services included group and individual outpatient services, peer services, and care coordination.

**Minutes**

November 2024 meeting minutes were reviewed for approval. Of note was the approval section to the employee bonus proposal. The approval should read “bonus amounts be awarded to staff, as proposed.”. There were no additional edits.

**ACTION:** Motion to approve November 2024 meeting minutes as amended was made by P. Dinora, seconded by J. Babcock. Motion approved by all in attendance, none opposed. Motion carried.

**Public Comment**

There was no public comment.

### **New Powhatan Building Update**

Cheryl reported that there is not a lot of news to report. Rick has reported to her that he has turned in everything to Powhatan County and doesn't have the permit in possession currently. He assured her that he and David have talked, and he is confident he will have the permit in a short time.

### **Reports**

Board Chair –  
none

Senior Finance Director –  
none

Senior Community Supports Director –  
The mobile dental clinic will be in Goochland on December 17<sup>th</sup>. This is where DBHDS comes out and provides dental services free of charge to individuals with developmental disabilities.

Senior Clinical Director –  
Lisette is happy to report that a new manager for the SUD/MH team has been hired. Allison Middleton, who was an ES clinician with the agency, has transitioned over to this new position.  
The recovery kick off day on January 25<sup>th</sup> is where the bulk of efforts are right now. Please let Lisette know if you have any questions about the event. The flyer for the even will be emailed to all Board members following the meeting.

GPCS Senior Administrative Director –  
As Lisette noted the SUD/MH manager position has been filled as has the developmental services support coordinator position. The emergency services clinician, and an emergency services manager positions are still open. There is a potential internal candidate for the manager position however she has yet to confirm she wants the position.

Interim Executive Director –  
The hiring process for Cheryl's position is going well with interviews lined up this week.  
The independent financial audit results were received this week. GPCS received a clean audit report.  
Staff throughout the agency were very thankful for bonus' and extra time off.

Board Members –  
None

At approximately 5:08 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. P. Dinora 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 S. Leabough. All members affirmed this.

The meeting was adjourned at 5:27 pm.

\_\_\_\_\_  
Mike Asip, Secretary  
MA/ck

\_\_\_\_\_  
Date

## COMMUNITY SUPPORT SERVICES

### February 2025 Board Report

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

We had 10 referrals to PIEP so far in January, 6 children were discharged, and we served 70 families with active IFSPs (another 18 in the intake process).

Last month, I reported on our December 1 count and how it compares to previous years but I didn't go into much detail about why this number is even important. PIEP (and the other Early Intervention programs in Virginia) is awarded a piece of a funding pie each year where it's size is dependent upon the number of children with active treatment plans on one day – December 1st. The size of the pie itself is outside of our control, that's all state and federal funding, but each year that pie is sliced up for the 40 EI programs to share and each program's piece is decided based on that Dec 1 count compared to the other 39 systems. They choose this single day so that no child is counted in two systems or counted by both EI and Part B (public school special education). It's more complicated of course, and factors in the portion of children with Medicaid, no insurance, and commercial insurance, but the equation they use requires at least 2 years of algebra to explain. The point is, while this idea of our funding for a whole year being decided by our census on one day seems ridiculous, it's meant to keep things fair.

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 needed. The Support Coordinator unit is currently staffed, and everyone is being trained to provide the best support for our individuals.

On December 17th GPCS held its second dental clinic which was a success. Nine individuals were seen and had a great experience. Support Coordination will remain dedicated to linking, monitoring and ensuring optimal health and safety for the individuals that we serve.

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

<b>Active CM (Medicaid)</b>	101
<b>Active CM (Non-Medicaid)</b>	0
<b>Waiver Breakdown</b>	
Community Living	58
Family & Individual	42
Building Independence	1
<b>Active Waiver Total</b>	<b>104</b>
<b>Non-waiver Active CM</b>	0
<b>Total Individuals Served</b>	<b>104</b>
<b>Contracted CM Services</b>	7
<b>Transfers</b>	1
<b>DD Waiver Wait List Numbers</b>	
Priority 1	7
Priority 2	31
Priority 3	33
<b>Wait List Total</b>	<b>70</b>

## **In Home Support Service**

The in-home support program has 13 consumers currently. There are two new referrals for services. Two new potential staff have been interviewed.

In-home staff continue to support their clients in becoming more independent in their homes and communities. Many of their activities have been in the community to promote socialization. Some of the outings participated in this month, have been visits to Monacan Services, programs at various local libraries such as: movie and craft nights, many of the staff get together as a group and go out to eat and especially enjoy Saturday breakfast at Cracker Barrel, movies to Regal and Henrico theater, shopping at malls and other stores, Friends for Life held at a church in Hanover county, Special Olympics , and many more.

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

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

### Monacan

Monacan Services continues to serve 20 consumers in the program. One tour was given last month to an interested consumer.



Monacan Services continues to stay busy with daily outings and activities. Monacan is very lucky to have great relationships formed with Powhatan Fire/EMS and Powhatan Volunteer Rescue Squad. The consumers volunteer with various tasks at the Volunteer rescue squad building. Their favorite thing to do is check out the Ambulances. What a cool experience for the Monacan folks to see the inside of an Ambulance and ask questions about it.

Submitted by Maitlin Ware,  
Program Manager, Monacan Services

## Clinical Board Report- December 2024

### **Prevention Services**

We submitted our Regional Suicide Prevention report and our Problem Gambling Prevention quarterly documents, and met our quarterly database requirements for Omni. Travis Fellows continues to represent our CSB at the statewide Gambling Prevention meetings with DBHDS. We continue to receive education and mentoring so that we can understand gambling problems in relationship to trauma, suicide, and other addictions.

The Powhatan Community Health Assessment completed their work as a committee on 1/14/2025. The group decided to create focus on the areas of reducing stress and building resilience. Our Health Department contact lead is writing a statement to guide the next phase of the project.

We have started circulating our Community Readiness Survey through the Rural Substance Awareness and Action Coalition. Our goal is to have 15 surveys completed by members before July 1. RSAAC leadership is coordinating a Revive Training with the Powhatan library in February. Our Suicide prevention media campaign ended on January 12<sup>th</sup> and we will review results with Audacy Media on January 29.

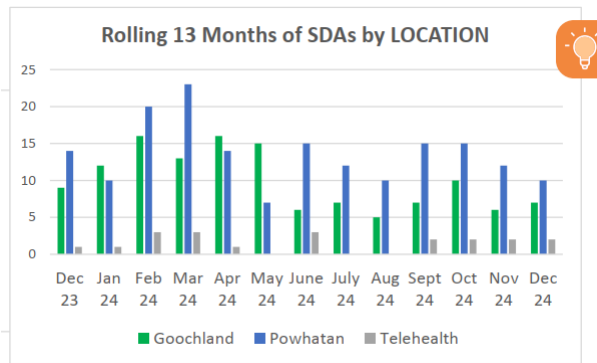
Robin Pentecost attended a Prevention Management training on 1/17/2025. Travis Fellows plans to attend the CADAC Leadership Forum in February on behalf of Goochland and Powhatan. Robin Pentecost has joined a strategy planning workgroup hosted by Omni that will meet on 1/27. Prevention runs on 5 year strategies and we are looking for a practical plan to use starting in July for our next 5 year cycle.

### **Emergency Services/Access Team**

**SDA:** In December, the Access team completed 19 SDA assessments, a slight decrease of 5% compared to November 2024. The number of evaluations in December 2024 also decreased by 21% compared to FY23. The Access Team continues seeing more consumers in Powhatan Clinic, as in previous months. The telehealth option between both clinics is offered to consumers to provide service as soon as possible. This month the telehealth option was used for 2 assessments. In addition, the Access Team was supported by Chloe Patane, an intern who completed 4 evaluations. The changes in scheduling consumers for their first visit with a primary provider during the SDA assessment were

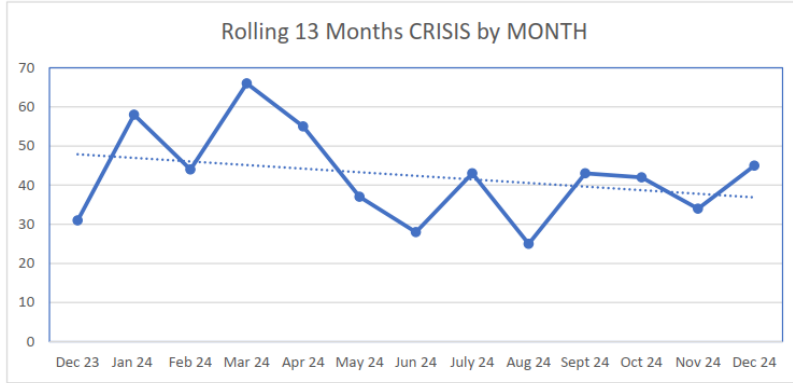
implemented this month.

	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24
<b>Total SDAs</b>	24	23	39	39	31	22	24	19	15	24	27	20	19
<b>Location</b>	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24
Goochland	9	12	16	13	16	15	6	7	5	7	10	6	7
Powhatan	14	10	20	23	14	7	15	12	10	15	15	12	10
Telehealth	1	1	3	3	1	0	3	0	0	2	2	2	2
<b>Clinician</b>	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24
Allison	11	8	18	12	6	2	11	6	6	6	5	6	2
Cassidy	0	0	2	8	5	1	2	3	4	4	5	3	2
Fred	3	2	3	2	2	3	3	1	0	0	4	0	3
Monika	3	8	9	10	8	8	2	0	3	5	4	1	5
Setera	6	3	7	3	1	1	2	4	1	2	1	0	0
Jacqueline	1											0	0
Richard		1	0	1	0	0	1	0	0	0	0	0	0
Caityn		1	0	0	0	0	1	0	0	0	0	0	0
LaToya				3	9	7	1	5	1	2	8	8	3
Billie										2	0	1	0
Chloe												1	4



**Emergency Services:** The Access Team provided 45 emergency services in December 2024, an increase of 32% compared to November 2024, and an increase of 45% compared to FY23. There were 9 ES phone calls and 15 Hospital Liaison Visits. Hospital Liaison responsibilities were transferred from Cassidy Griles to Leslie Sydnor who is transferring from a Case Manager position to an Access/Hospital Liaison position and will fully join the Access Team in January 2025. During December, there was a significant increase of 200% in completed preadmission evaluations (prescreens) by Richmond Behavioral Health (after-hours coverage) compared to November 2024, as well as an increase in ECO prescreens completed by GPCS clinicians, from 0 in November to 2 in December. In addition, the Emergency services representative and the Senior Clinical Director were invited to Capital One Health Center to provide education about GPCS Emergency Services and the Crisis Continuum Initiative. The staff of the center were appreciative of the presentation and materials provided.





	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24
<b>Total Crisis</b>	31	58	44	66	55	37	28	43	25	43	42	34	45
<b>Location</b>	<b>Dec 23</b>	<b>Jan 24</b>	<b>Feb 24</b>	<b>Mar 24</b>	<b>Apr 24</b>	<b>May 24</b>	<b>Jun 24</b>	<b>July 24</b>	<b>Aug 24</b>	<b>Sept 24</b>	<b>Oct 24</b>	<b>Nov 24</b>	<b>Dec 24</b>
Goochland	21	45	31	34	22	10	16	27	11	23	14	15	21
Powhatan	8	10	9	25	29	27	12	15	14	15	28	19	21
Telehealth	2	2	3	7	3	0	0	1	0	5	0	0	3
Other	0	0	1	0	0	0	0	0	0	0	0	0	0
Non-State Med	0	0	0	0	0	0	0	0	0	0	0	0	0
State Hospital	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile Detention	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Clinician</b>	<b>Dec 23</b>	<b>Jan 24</b>	<b>Feb 24</b>	<b>Mar 24</b>	<b>Apr 24</b>	<b>May 24</b>	<b>Jun 24</b>	<b>July 24</b>	<b>Aug 24</b>	<b>Sept 24</b>	<b>Oct 24</b>	<b>Nov 24</b>	<b>Dec 24</b>
Allison	8	9	7	4	6	7	4	4	7	6	13	8	2
Cassidy	0	0	1	18	25	20	8	12	7	11	12	11	9
Fred	1	4	4	3	2	0	1	2	0	0	0	1	3
Monika	2	27	15	24	12	7	8	12	8	17	11	13	17
Setera	15	12	13	9	9	2	3	7	2	5	1	0	7
RBHA	1	2	3	7	1	0	3	6	1	2	2	0	3
Leslie	0	2	1	0	0	0	0	0	0	0	0	0	0
Irene	4	2	0	0	0	0	1	0	0	0	0	0	0
LaToya				1	0	1	0	0	0	0	3	1	4
<b>Service Type</b>	<b>Dec 23</b>	<b>Jan 24</b>	<b>Feb 24</b>	<b>Mar 24</b>	<b>Apr 24</b>	<b>May 24</b>	<b>Jun 24</b>	<b>July 24</b>	<b>Aug 24</b>	<b>Sept 24</b>	<b>Oct 24</b>	<b>Nov 24</b>	<b>Dec 24</b>
HOSP LIAIS	14	23	16	26	31	20	10	15	10	12	13	11	15
ES Phone	8	22	17	17	10	8	10	9	6	9	20	9	9
PRESC ECO	0	1	0	1	0	0	0	0	0	3	0	0	2
PS C-RL NB	0	2	0	2	1	0	0	2	2	7	2	3	4
ECO CR BIL	0	0	0	0	0	0	0	0	0	0	0	0	0
CRISIS	5	1	3	2	4	2	2	0	0	1	1	3	1
C-RL LOG	0	0	0	0	0	0	0	0	0	0	0	0	0
PS OTHER	2	5	5	10	4	4	4	12	4	3	6	6	7
O/C Phone	0	3	2	5	3	3	2	4	2	5	0	2	6
PRE-NO ECO	2	1	1	3	2	0	0	1	1	3	0	0	1
NOEC RL B	0	0	0	0	0	0	0	0	0	0	0	0	0

**Mental Health Outpatient team:**

Active consumers:

MHOP: 337

SBS: 99

SUDOP: 31

OBAT: 5

We recently hired a new full time outpatient clinician for our Powhatan office, Ruth De Paz, she has experience working with the Care-A-Van supporting underserved communities and has worked with clients across the lifespan, she is also bi-lingual and able to support Spanish speaking individuals. We are happy to have her join our team!

The DEI committee has met with VCIC (Virginia Center for Inclusive Communities) and are in the process of working on next steps for trainings for agency staff and allocating grant money to internal and external trainings and events to support continuing to build partnerships and alliances within our community.

### **Substance Use/ Mental Health Recovery Team**

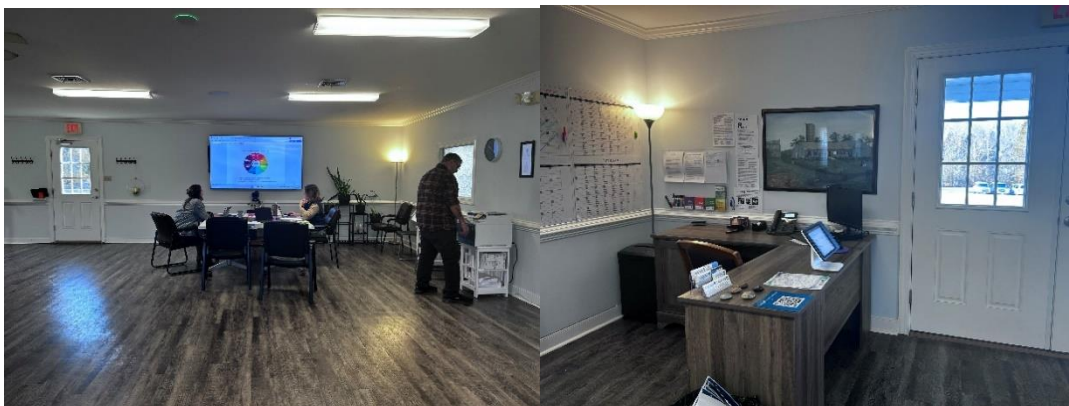
The SUR team continues to grow and serve members of our community during the holiday season. One of our Mental Health Care Coordinators has started the transition to a new Access Clinician with GPCS, and Casey Allen-Cox is transitioning to the new role of Care Coordinator to support consumers in our Powhatan and Goochland clinics. She is well known to our consumers in her previous role as a Recovery Coach and we are excited for her change in role to support our team.

The SUR team is hard at work preparing for our upcoming Recovery Kick Off, scheduled for 1/25/25, at our Powhatan Pathways building in collaboration with Powhatan County and we hope to see close to 20 community vendors and many community members come out to the event and learn about all of the recovery resources available to our community.

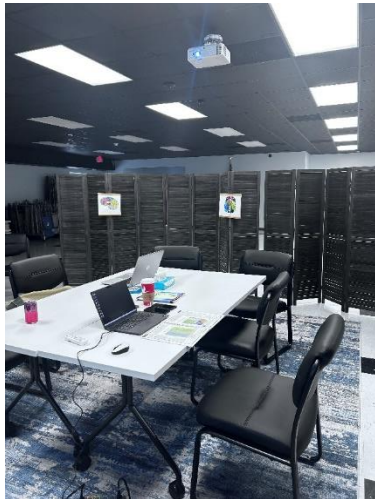
Our Mental Health case managers served 70 consumers and our Substance Use case manager served 14 consumers. Our team also supported consumers in accessing Christmas Mother resources this holiday season! Our peer support specialists continue to make outreach to new referrals as we work to expand the available services to individuals seeking recovery support. Our nursing staff served 477 med visits with 183 unique clients.

Our peer support specialists are creating group offerings and busy writing curriculum materials for the launch of our recovery focused groups. These groups will be open to the community at our Pathways Buildings beginning 1/7/25, in our Goochland and Powhatan locations.

### **GOOCHLAND:**



POWHATAN:



Our entire agency had the opportunity to celebrate the holidays together at our All Staff Holiday Party in December. There was food, games, gifts, and music to help us all reconnect at the end of a busy year! We were also able to give back to our local food banks and animal shelters thanks to staff donations.



MONTHLY VEHICLE UTILIZATION AND EXPENSE REPORT (FY-25)

MONTH OF Dec-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	193,602	197,075	263,035	214,089	236,035	122,013	299,182	96,384	153,376	59,481	58,838	110,381	163,818
MILES DRIVEN	0	0	0	0	2,917	1,732	1,464	0	0	0	270	0	106

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	15,586	71,780	112,654	6,989	111,292	5,380	8,821	179,909	113,235	132,428	13,224	128,713	63,840
MILES DRIVEN	128	521	121	492	37	473	524	113	0	319	536	316	234

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	106,063	16,600	75,542	65,814	117,609	18,345
MILES DRIVEN	291	899	695	130	0	1,048

TOTAL MILEAGE & PROGRAM UTILIZATION

TOTAL # MILES DRIVEN	13,366	94,410
Operations (Transportation)	6,113	37,821
Monacan Services & Pathways	2,785	22,756
Parent Infant Education Program, ID/MH Services, Residential Services, In Home Support services	4,468	33,833

GASOLINE FOR:

NUMBER OF GALLONS PURCHASED	662.97	4,610
COST OF GASOLINE PURCHASED	\$1,415.15	\$10,525

\*\* Gas reported Goochland and Quarles December 2024

REPAIRS & MAINTENANCE

COST OF REPAIRS & MAINTENANCE	\$1,488.39	\$10,571
-------------------------------	------------	----------

DRIVERS HOURS & SALARIES

NUMBER OF HOURS DRIVERS WORKED	379.50	2,220
DRIVERS SALARIES	\$7,744.36	\$45,320