



GOOCHLAND POWHATAN COMMUNITY SERVICES  
BOARD MEETING

**January 6, 2025**  
**4:30 P.M.**  
**Pathways**

**AGENDA**

- I. Minutes of the December 2, 2024, Board Meeting  
Pages: 2-4  
**\*Action: Approve or amend December 2024 minutes.**
- II. Public Comment
- III. Introduction of Toby Fritz, New Executive Director
- IV. Monacan Services Presentation – Maitlin Ware
- V. Powhatan BOS Meeting 1/27/25 – 5-6
- VI. New Powhatan Building Update  
**\*Informational**
- VII. Reports
  - a. Board Chair
  - b. Senior Community Support Director
  - c. Senior Clinical Director
  - d. Senior Administrative Director
  - e. Executive Director (Interim)
  - f. Other Reports  
**\*Informational**
- VIII. Adjourn

Next Meeting: February 3, 2025 Location: Powhatan Board Room

**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

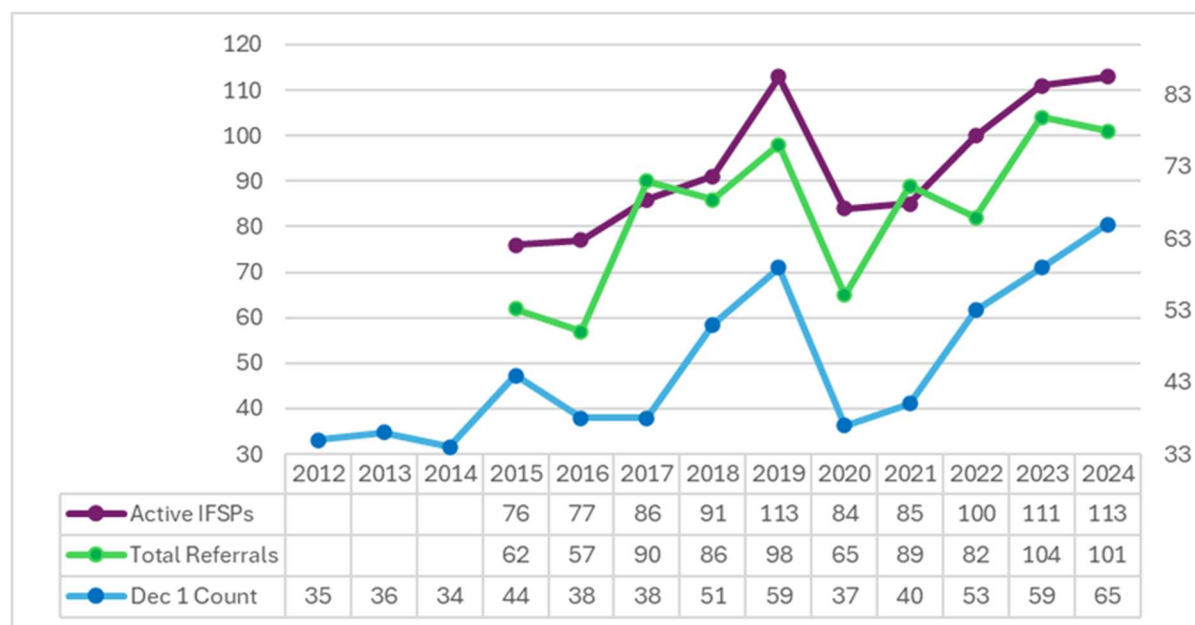
## COMMUNITY SUPPORT SERVICES

### January 2025 Board Report

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

We had 5 referrals to PIEP so far in December, 4 children were discharged, and we served 71 families with active IFSPs (another 11 in the intake process).

In December tradition, we can announce our December 1 count (the number of active treatment plans on just one day that decides our federal/state funding for the year) which is the highest we've ever recorded – 65! To put this number in context, below is a graph of our December 1 counts going back as far as the current EHR tracks, as well as how these trends relate to our annual referrals and active IFSPs each year. The sharp dip in 2020 is evident, as is the greater upward trend that isn't slowing down and aligns with what the rest of the region is experiencing.



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 in the community they want and need.

GPCS held its second Dental clinic where 7 people were seen for dental cleanings and check-ups. We will continue with the dental clinic every 6 months or as needed. The team will remain dedicated to linking, monitoring and ensuring optimal health and safety for everyone we serve.

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

<b>Active CM (Medicaid)</b>	104
<b>Active CM (Non-Medicaid)</b>	0
<b>Waiver Breakdown</b>	
Community Living	58
Family & Individual	39
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	6
Priority 2	31
Priority 3	33
<b>Wait List Total</b>	<b>70</b>

**In Home Support Service**

The in-home support program continues to serve 14 consumers. In Home Support Services had a holiday luncheon in early December at Mexico Restaurant. Consumers and staff both enjoyed



getting together to socialize and to eat a good meal. Consumers have been enjoying getting out into the community this month and especially enjoyed many holiday activities/parties, Christmas Parades and making Christmas crafts at the library, as well as many of their regular preferred outings such as walks at many different parks and malls, shopping at various stores and eating out at several restaurants such as Cracker Barrel, Wendy’s, Cookout,

Arby’s, Chicken Fiesta and Golden Corral. DSPs also continue to support consumers with gaining more independence at home by assisting them as needed with completing their household tasks and with meal preparation.

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

Community Support Services

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

### **Monacan**

Monacan Services continues to serve 20 consumers in the program. Monacan Services new DSP Leslie Woodard started in the beginning of December. She is doing a great job getting in the swing of things.

December was full of fun activities for the consumers as the Holidays were in full swing. A highlight of the month was the consumers being asked to make ornaments for the Powhatan County Christmas Tree. The consumers made animal friendly ornaments, pinecones with birdseed on them. They were able to hang the ornaments on the tree, it was a great occasion. The consumers are already looking forward to making more ornaments next year. The month was rounded off by our Christmas Social, with Bingo and so many Christmas treats.



Monacan is excited for the New Year!

Submitted by Maitlin Ware,  
Program Manager, Monacan Services

## **Developmental Services Quality Assurance**

Developmental Services Quality Assurance supported the Developmental Services Teams in their efforts to ensure compliance with regulations and to ensure high-quality service delivery. The DD QA Coordinator and DD Services Team also focused on refining practices and procedures in preparation for the inspection, ensuring that all documentation is up to date and aligned with DMAS and DBHDS standards. This proactive approach aims to demonstrate the agency's commitment to quality service and regulatory adherence during the upcoming 2025 Developmental Services Licensing Inspection.

In addition, the DD QA Coordinator continued fostering communication with internal and external stakeholders, including contact with DBHDS representatives, to stay informed of any

changes or updates in requirements. This ongoing collaboration ensures that DD Services remains prepared for any potential adjustments in service delivery protocols. Looking forward, the team remains focused on continuous improvement efforts, ensuring that all necessary corrective actions are taken based on the monitoring data and upcoming inspection results.

Submitted by Naomi Robinson  
Developmental Services Quality Assurance Coordinator



## **Clinical Services Board Report**

### **SUR team**

The SUR team continues to undergo a lot of positive changes, including Allison Middleton starting her transition to the team as the new SUR manager. She has hit the ground running while continuing to work in ES services. The SUR team has been working hard on organizing our Recovery Kick-Off event on January 25<sup>th</sup> and Lisette was able to present to the Powhatan Leadership meeting to promote more awareness. We are getting lots of support from the Powhatan community for this event and even sponsorship from Powhatan County Administration. We finalized MOUs with Powhatan County to fund 2 new positions, 1 peer and 1 outreach coordinator. Our new peer will be starting at the beginning of January so we will have a total of 3 peers. We are starting interviews for the Outreach Coordinator in January and hope to have someone starting in that position in February.

The case management team has undergone some personnel changes. Leslie Sydnor will be leaving the SUR team in January and moving to the ES/Access team as an Access Clinician and Casaundra Allen-Cox will transition into her role as a FT care coordinator. This team continues to be busy, serving 64 clients over the month. The medical team had another steady month in November and had 130 medical visits. We had a lunch and learn about Cobenfy, a new medication, and will be continuing to offer more opportunities for staff to learn about medication management to better serve our clients.

We launched a new Pathways Facebook page and are working on building our social media reach. Brian, Micheal and Jordan pictured here are some of the core staff working at Pathways and helping develop the program.



We are re-opening Pathways in January with a new menu of programs at both Powhatan and Goochland locations. This program will be open Tuesdays and Thursdays with groups each hour with a different wellness focus with the group schedule and descriptions below.

# Pathways Weekly Schedule

	Tuesday (Goochland)	Tuesday (Powhatan)	Thursday (Goochland)	Thursday (Powhatan)
<b>9am</b>	Connect Group	Connect Group	Coffee and Conversation	Coffee and Conversation
<b>10am</b>	Coffee and Conversation	Coffee and Conversation	Thrive Group	Thrive Group
<b>11am</b>	AcuDetoX	Peer Drop-In Hours	Creative Group	Creative Group
<b>12pm</b>	Break	Break	Break	Break
<b>1pm</b>	Become an Ally	Become an Ally	APPR	APPR
<b>2pm</b>	Financial Wellness	Financial Wellness	Connect Group	Connect Group
<b>3pm</b>	AcuDetoX	Peer Drop-In Hours	Physical Wellness	Physical Wellness
<b>4pm</b>	Resource Share	Resource Share	AcuDetoX	Peer Drop-In Hours



**AcuDetoX**- AcuDetoX treatment involves the gentle placement of up to five small, sterilized disposable needles into specific sites on each ear. The 40-45 minute sessions generally show reduced cravings, minimized withdrawal symptoms, increased calmness, improved sleep, easier connection with counseling, and a discovery of inner quiet and strength.

**APPR (Action Planning for Prevention and Recovery)**- a self-directed recovery and wellness program designed to promote personal awareness, health, and life transformation. In APPR groups, individuals learn more about APPR and how to complete their own plan from trained APPR facilitators, who share self-help concepts, skills, and strategies.

**Become an Ally**- Have you tried to talk to someone about their addiction or mental health? Why can't they "just stop"? Being a recovery ally means learning and being able to offer information about the resources available. Knowing facts surrounding this journey is powerful. Come join to learn tools, share experiences, and build a supportive community.

**Coffee and Conversation**- Grab a cup of coffee and connect with others in recovery. This casual group is all about connection, support, and conversation.

**Connect Group**- New to recovery or want to learn about Recovery? This group is for you. You can meet with a peer and others interested in recovery to hear about the process of recovery and where to begin.

**Creative Group**- Support and grow your recovery through creative projects and activities. This group will allow you to express yourself through art and access a different side of your mind. Have some fun and get creative!

**Drop-In Hours with Peer**-Casual time to connect and talk with a peer. No group agenda, just a chance to talk about recovery with someone who has lived it.

**Financial Wellness**- A community led group supported through Virginia Cooperative staff and volunteers. This interactive group focuses on increasing knowledge, awareness, and insight on financial topics including budgeting, spending, saving, and how emotions tie into financial circumstances.

**Physical Wellness**- GPCS nurses will lead this group on physical health and wellness. The group will focus on taking care of your physical health through a variety of topics (nutrition, navigating health care system, safe medication storage and administration, etc) that will change weekly. (This is not a substitute for regular medical appointments).

**Resource Share**- a rotating presentation from a community partner sharing about the resources they offer. Each week we will have a different presenter, so please contact us directly to find out who is coming this week!

**Thrive Group**- How to thrive leading a life of recovery? This group is designed for people in long term recovery to give them a chance to talk with a peer about how to continue their recovery journey. Using the self-awareness gained through your recovery so far, you can learn how to self-manage and integrate the lessons learned during early recovery into your everyday life.

## Mental Health Outpatient

Active consumers:

MHOP: 344

SBS: 97

SUDOP: 32

OBAT: 5

We are currently interviewing for a new outpatient clinician for the Powhatan office, hoping to have the position filled in January. We have revamped the DEI committee and are working to connect with community partners to develop a plan to spend the grant money. Two clinicians attended Sand Tray-play therapy training this month.

## Prevention Services

The Rural Substance Awareness Coalition committed to 12 events over the next year. Our goal is to show up consistently for the community to build trust, relationships, and brand awareness. In December, Julie McIsaac represented RSAAC at the Powhatan Christmas Parade. In January, RSAAC will have a table at the Recovery Kickoff Event.



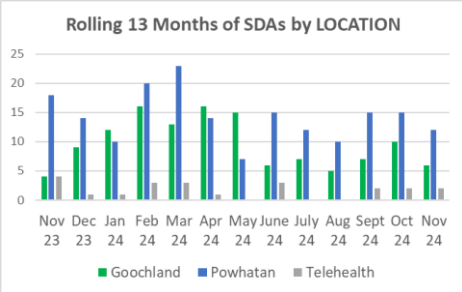
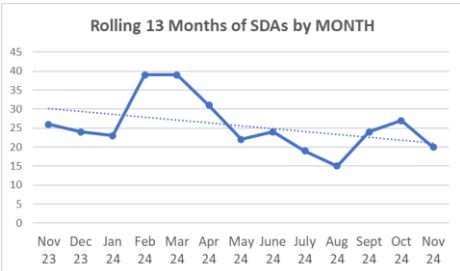
Robin Pentecost continued developing a relationship with the Central Virginia Better Business Bureau. At the planning session held on December 2, business owners indicated a desire for more conversations and resources pertaining to opioids, suicide, and mental health. Travis Fellows is working on a certification to teach a specialized course within Mental Health First Aid for First Responders.

The Suicide Prevention Inter-Agency Group came together for its final meeting in 2024. Robin Pentecost presented outcomes for Region IV Be Well VA collaborative. Our flagship product for the year is an AI course that is designed to help health professionals select tools to make content creation easier. The course can be taken for free by anyone and is found by following this link: <https://bewellva.com/e-learning/story.html>

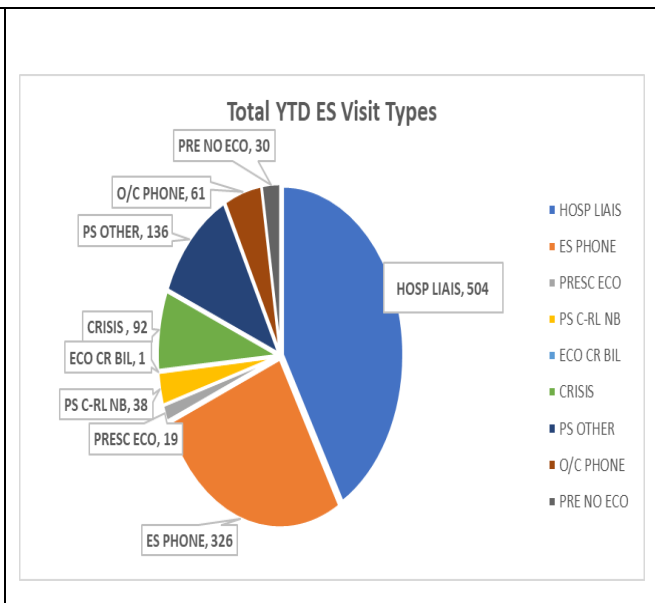
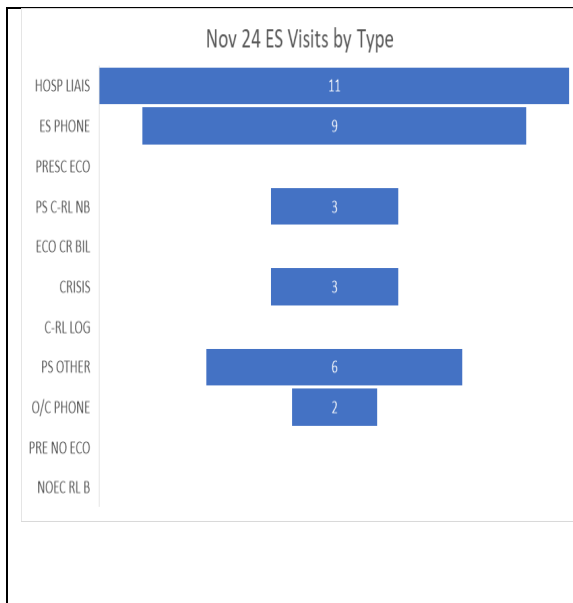
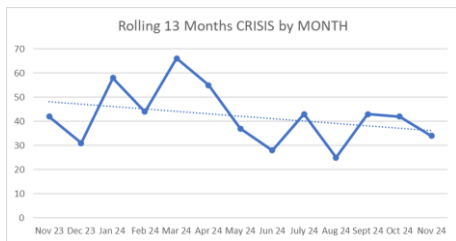
Suicide prevention commercials continue to run until January 12, 2025. They are aired on the following radio stations: Q94, Mix 98.1, Big Country 98.5 and 910 Sports WRNL. In January, we will meet with Audacy to review results for the campaign.

**Emergency Services/Access Team**

**SDA:** In November, the Access team completed 20 SDA assessments, a decrease of 26% compared to October 2024. The number of assessments in November 2024 also decreased 23% compared to FY23. The Access team continues to see more consumers in Powhatan as it did in the previous months. The Lead Emergency Services clinician, Senior Clinical Director, and Outpatient Director worked together to improve the process of scheduling consumers for their first visit during the SDA assessment. The changes will be implemented in the month of December 2024.



**Emergency Services:** The Access team provided 34 emergency services in November 2024, a decrease of 19% compared to October 2024, and the same decrease (19%) to FY23 continues to show a declining trend over the last 13 months. In last month's report, the Hospital Liaison visits were excluded. However, when this specific type of visit is considered, it accounts for 32% of all types of Emergency Services visits completed in November and 41% in the last 13 months showing that a significant time of Emergency Services Clinicians is used towards Hospital Liaison. The other most used service was ES phone calls, which accounted for around 26% of all emergency services in November. During this month Cassidy Griles accepted a clinician position in the Mental Health Outpatient Program and began transitioning out from the Access Team. A special word of gratitude to Cassidy as she was a valuable member of the team who was responsible for the Hospital Liaison caseload.



	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24
<b>Total Crisis</b>	42	31	58	44	66	55	37	28	43	25	43	42	34
<b>Location</b>	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24
Goochland	28	21	45	31	34	22	10	16	27	11	23	14	15
Powhatan	11	8	10	9	25	29	27	12	15	14	15	28	19

MONTHLY VEHICLE UTILIZATION AND EXPENSE REPORT (FY-25)

MONTH OF Nov-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	234,334	120,281	297,718	96,384	153,376	59,481	58,568	110,381	163,712
MILES DRIVEN	0	0	0	0	1,216	2,416	1,973	0	0	280	168	0	205

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	15,458	71,259	112,533	6,497	112,255	4,907	8,297	179,796	113,235	132,109	12,688	128,397	63,606
MILES DRIVEN	83	472	246	542	1,000	528	642	209	334	316	1,674	421	365

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	105,772	15,701	74,847	65,684	117,609	17,297
MILES DRIVEN	454	1,293	359	403	0	1,109

TOTAL MILEAGE & PROGRAM UTILIZATION

TOTAL # MILES DRIVEN	16,708	81,044
Operations (Transportation)	5,605	31,708
Monacan Services & Pathways	4,375	19,971
Parent Infant Education Program, ID/MH Services, Residential Services, In Home Support services	6,728	29,365

GASOLINE FOR:

NUMBER OF GALLONS PURCHASED	833.54	3,947
COST OF GASOLINE PURCHASED	\$1,811.00	\$9,110

\*\* Gas reported Goochland and Quarles November 2024

REPAIRS & MAINTENANCE

COST OF REPAIRS & MAINTENANCE	\$2,138.12	\$9,082
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DRIVERS HOURS & SALARIES

NUMBER OF HOURS DRIVERS WORKED	366.97	1,840
DRIVERS SALARIES	\$7,495.06	\$37,575