



GPCS BOARD MEETING
October 6, 2025 at 4:30 P.M.
Powhatan – Village Conference Room

AGENDA

- I. Minutes of the September 8, 2025 Board Meeting
Pages: 2-5
***Action: Approve or amend September 2025 minutes.**
- II. Public Comment
- III. Presentation: PIEP
Pages: N/A
***Informational**
- IV. Powhatan Building Updates -- Toby
Pages: N/A
***Informational**
- V. Building Security -- Toby
Pages: N/A
***Informational**
- VI. FY25 EOY Financial Report -- Toby
Pages: N/A
***Informational:**
- VII. Reports
 - a. Board Chair
 - b. Senior Developmental Services Director
 - c. Senior Clinical Director
 - d. Senior Administrative Director
 - e. Executive Director
 - f. Other Reports***Informational**
- VIII. Closed Session (if needed):
Pages: N/A
- IX. Adjourn

Next Meeting: November 3, 2025.
Location: Pathways

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
September 8, 2025

Goochland Powhatan Community Services Board of Directors held its September 2025 meeting on Monday, September 8, 2025, in Goochland.

Present

Michael Asip
Marcus Allen
Stephen Hancock
Joyce Layne-Jordan
Sandra Leabough
Linda Revels
Hannah Robicheau
Erin Tierney-Butler

Absent

James Babcock

Staff Attending

Toby Fritz
Carinne Kight
Lateshia Brown
Lisette Edwards

Welcome

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

Minutes

August 2025 meeting minutes were reviewed for approval. No edits were noted.

ACTION: Motion to approve August 2025 meeting minutes was made by C. Neilson-Hall, seconded by J. Layne-Jordan. Motion approved by all in attendance, none opposed. Motion carried.

Public Comment

None

Presentation on FOIA

Carinne presented the board with a training about the Freedom of Information Act (FOIA). She reminded the board members that they are required to receive training on FOIA and its requirements. The training provided information on the definition of public meetings and specific exemptions that enable closed meetings or sessions as well as what agency documents fall under FOIA requirements.

Powhatan Building Updates

Toby reported that there is equipment on the site, and they have started working. They have cleared

trees and begun working on the ground. Toby is in regular contact with Rick and has additional meetings planned for this fall

Additional Holiday Hours

Carinne reported to the Board that this year the Governor of Virginia has declared that state employees will receive an additional 12 hours of holiday time. He awarded an additional four hours the Wednesday before Thanksgiving, four hours for December 24th and eight hours for December 26. Carinne reminded the Board that per GPCS policy, the Board may, at its discretion, award additional holidays. She also informed them that historically the Board has followed the Governor's schedule and awarded this time as either floating holiday time or to close the agency when it makes sense to do so. In this case leadership is proposing that the Board use a combination of these options, close the agency on December 26th as it is a Friday following a holiday with minimal impact to clients, and award 8 hours to employees as floating holiday time.

ACTION: Motion to approve Additional holiday hours as proposed was made by C. Neilson-Hall, seconded by L. Revels. Motion approved by all in attendance, none opposed. Motion carried.

Strategic Plan

Mike reminded the Board that at the last meeting Toby provided them with the proposed GPCS three year strategic plan for their review. Toby reminded the Board of the six key areas of the plan.

- a. Communication: Strengthening how we connect internally and with our community
- b. Growth and Development: Expanding services, technology, and facilities to meet evolving needs.
- c. Community Partnerships: Increasing our visibility and collaborative impact through strong relationships.
- d. Financial Sustainability: Ensuring long-term stability and responsible resource management.
- e. Service Delivery: Becoming the preferred provider of high-quality, individualized care.
- f. Staff Development: Fostering a supportive, growth-oriented, and high-performing workplace.

He also noted that while this is a three-year plan leadership understands that things may be moved forward or pushed further out depending on changing needs of the agency. It is a living document and plan that will be flexible but is also guidance for the next three years. He will provide the Board with quarterly updates on the progress of the plan as well.

ACTION: Motion to approve the GPCS strategic plan as presented was made by L. Revels, seconded by S. Hancock. Motion approved by all in attendance, none opposed. Motion carried.

Reports

Board Chair –

Mike reported that he has been meeting with Toby on weeks between meetings. They have established a good working relationship & he understands more about the work Toby and the rest of GPCS does. Overall, it has been a good couple of months as Chair, and he appreciates all that's going on within the agency.

Senior Developmental Services Director –

Lateshia noted that she didn't have any special announcements for the Board this month and she had included all updates in the Board report.

Senior Clinical Director –

Lisette reported that Hopefest was held at Pathways a few weekends ago in honor of overdose awareness day. It was well attended and a successful event.

Senior Administrative Director –

Carinne reported that there are currently vacancies in the positions of clinical case manager, developmental services case manager, and in home supports specialist.

Executive Director –

Toby let the Board know that currently Virginia Medicaid is redesigning the range of behavioral services while VACSB is working to promote statewide development of Certified Community Behavioral Health Clinics (CCBHC). Implementation of these initiatives will have a significant impact on GPCS. At the same time, DBHDS is proposing to rescind the current State Board policy on unspent balances and instead address retained earnings solely through the Performance Contract. Feedback is being coordinated by VACSB. Maintaining the policy provides critical checks on DBHDS' ability to alter funding terms and supports CSBs' operational stability

Toby also provided the Board with the annual report that was supplied to VACSB. He pointed out highlights of number of consumers reached and the agency's high net promoter score of 56.

At approximately 4:54 p.m., M. Allen moved that the Board convene in a closed meeting pursuant to Virginia Code § 2.2-3711. for Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, discipline, or resignation of specific public officers, appointees, or employees of any public body. J. Layne-Joyner 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 C. Neilson-Hall to approve the plan of action proposed regarding Board member status, seconded by M. Allen. Motion approved by all in attendance, none opposed. Motion carried.

ACTION: Motion made by L. Revels to approve the executive director's evaluation as presented, seconded by S. Hancock. Motion approved by all in attendance, none opposed. Motion carried.

ACTION: Motion made by J. Layne-Jordan to certify conformity of the closed meeting and to reconvene the regular session, seconded by M. Allen. All members affirmed this.

The meeting was adjourned at 6:17 pm.

Jamie Babcock, Secretary

Date

JB/ck

DEVELOPMENTAL SERVICES

October 2025 Board Report

Parent-Infant Education Program (PIEP)

We had 6 referrals to PIEP in September, and 7 children were discharged. We served 59 families with active IFSPs (another 13 in the intake process).

It's the most magical season of all again in PIEP, as rather than pumpkin spice heralding the start of fall, we're planning our annual Child Check event. This year we're planning for November 4th, which is later in the year than usual, so we're also planning to get the word out in a new way too. The Goochland offices of the CSB are going to be a stop on the county's Trick-or-treat map!

Goochland County offices are already established in the community as an option for parents of young children to take them trick-or-treating earlier in the day (3:30-4:30pm) and indoors rather than along busy streets. Different departments in the county admin building and courthouse complex decorate their suites and dress in costume so the children can go door to door, from DSS to DMV and Circuit Court to Commissioner of the Revenue. It's the only reason my children know what the GIS is! It's also a tremendous opportunity to invite the community to our offices in a light-hearted way as well as for PIEP to connect with families of young children who may never have heard of us.

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: **Tuesday, Nov. 4th**
9am - 2pm

Where: **Goochland Elementary**
2000 Bulldog Way

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,
for children age 3 - 5 years old

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

Developmental Services Support Coordination (ID/DD)

Developmental Services (DS) Support Coordinators consistently work to ensure individuals have access to essential community-based services and resources. Their responsibilities include linking, referring, and closely monitoring services, as well as safeguarding the health and safety of all individuals. The Support Coordinators and manager regularly engage in ongoing meetings and trainings. This month the team incorporated a team building activity by visiting the Richmond Zoo, which was enjoyed by all. We are also actively interviewing candidates to fill the open DS Support Coordination position.

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

Active CM (Medicaid)	105
Active CM (Non-Medicaid)	0
Waiver Breakdown	
Community Living	58
Family & Individual	46
Building Independence	1
Active Waiver Total	105
Non-waiver Active CM	0
Total Individuals Served	105
Transfers	0
DD Waiver Wait List Numbers	
Priority 1	3
Priority 2	31
Priority 3	36
Wait List Total	70

In Home Support Services

The in-home support program continues to serve 14 individuals, with 3 currently in need of a Direct Support Professional (DSP). We are making progress with hiring, having received several applications and conducted multiple interviews this past month, with a few more scheduled for the coming weeks.

With the recent cooler weather, program participants have been enjoying more time outdoors. Our in-home staff have been taking them to a variety of parks, allowing them to get fresh air and exercise. Staff members continue to provide many activity options that the individuals enjoy.

This month, participants enjoyed many of their favorite outings. They visited the library to meet up with friends and check out books, magazines, and other materials. Other popular trips included the YMCA for swimming and Sky Zone for jumping on trampolines. They also went bowling, watched movies at Henrico Theater where they were able to see a movie for just a dollar, shopped at flea markets and antique stores, and found bargains at yard sales and shopped at other stores of choice. For meals out, they enjoyed dining at favorite restaurants like Cracker Barrel, Panera Bread, Rise and Shine Diner, Arby's, Bubba Gump's Shrimp Shack, and Brick Oven.

Many individuals have also returned to "Friends for Life," after summer break. Friends for Life is a community program held at a local church in Hanover County that supports people with disabilities and provides socialization opportunities with other community members.

Our in-home support staff consistently use a person-centered approach, and participants are frequently observed to be engaged and happy.

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

Developmental Services

Developmental Services Quality Assurance

In September, the Developmental Services Quality Assurance (DS QA) Coordinator continued supporting the Developmental Services Teams by ensuring regulatory compliance and high-quality service delivery. The Health Services Advisory Group (HSAG) Round 7 Quality Enhancement Plan was submitted and approved. The DS QA Coordinator is working with the Department of Behavioral Health and Developmental Services (DBHDS) to grant our agency's Business Analyst access to the DD Dashboard. This will improve our ability to monitor internal data and data from the DD Dashboard. The Developmental Services Team has also been able to review internal data collected to monitor progress with established outcomes. The DS QA Coordinator also sent out quality assurance reminders to Support Coordinators on important issues needing attention.

Submitted by Naomi Robinson,
Developmental Services Quality Assurance Coordinator

Day Support Services (ID/DD)

Monacan

Monacan welcomed a new full-time DSP in September, and we are thrilled to have him join our team!

This month, our consumers enjoyed a fun and unique outing to My Three Chambered Heart, a Reptile Museum filled with exhibits, hands-on activities, and more than 60 species of live reptiles. Everyone had a wonderful time exploring the museum, feeding and petting several reptiles, and especially meeting the tortoises—which quickly became a favorite!

The group is already looking forward to going back for another visit and is excited for all the adventures that the Fall holidays will bring.



Submitted by Maitlin Ware,
Program Manager, Monacan Services

Clinical Team August Board Report

Substance Use and Mental Health Recovery Team:

The Substance Use and Mental Health Recovery team continues to provide Mobile Outreach support, Community led groups, Rapid Revive training, and clinical and case management services to consumers during the month of August. We also hosted HopeFest, in recognition of International Overdose Awareness Day, and had excellent turnout from the community.

Our Peer Recovery Specialists facilitated community groups for recovery and continue to mentor two Region 4 Peer Interns this month. Our peer team has facilitated and supported weekly REVIVE! Training to county staff and community members, provided continued community groups in Goochland and Powhatan to support those in recovery, maintained direct peer services to 18 individuals, and continued to support outreach tabling events throughout Powhatan County.



Our Substance Use clinicians continue to lead clinical groups and are connecting more consumers with long-term support. Our clinicians also conducted 30 group and individual therapy sessions.

Our Mental Health Case Management team conducted 30 case management appointments and continues to provide wrap around supports to consumers to ensure timely access to psychiatric, medical, and community services. Our Substance Use Case manager/Care Coordinator supported clients and community members in accessing appropriate resources and treatment options and conducted 13 case management appointments this month.

We hosted our HopeFest event at Pathways this month and along with our vendors (Goochland DSS, Goochland Cares, VDH, Goochland Parks and Recreation, Goochland EMS, GPCS, Passion Community Church food truck), we had 85 people attend our event to honor those lives lost due to overdose and several community members and staff who spoke to those in attendance about their recovery journey and how they have been impacted by substance use and mental health



challenges.



Prevention:

Robin Pentecost presented to 150 people on Adverse Childhood Experiences (ACEs), shared

information about local resources, and distributed Lock and Talk materials (gun locks and medication lock pouches). The seminar was well received.

Robin Pentecost and Travis Fellows attended Be Well Virginia's steering committee meeting. We are working with marketing vendors to distribute and continuously improve a Be Well VA newsletter that highlight prevention classes (ACEs, Mental Health First Aid, QPR, and other suicide prevention trainings). The goal is to help stakeholders reduce trauma, build resiliency, and recognize warning signs of suicide. I personally want to grow this newsletter 10x over the next year and look forward to iterating each piece of the project.

The Prevention Department participated in the community-wide Hopefest event. We had meaningful conversations at the Community Services Board vendor table and shared resources with attendees. Prevention partnered with VCU students facilitating Goochland's *Boys to Men* mentoring group. Ten college students completed the QPR suicide prevention course, ensuring all mentors had training before working with at-risk youth. Feedback on the training was very positive. Travis Fellows continued supporting Capes over Vapes program in Powhatan, strengthening relationships with parents and community stakeholders to expand youth-focused resources. Prevention continued multi-agency work through the State Opioid Response grant and related meetings to drive ongoing prevention projects.

Mental Health Outpatient:

MHOP: 208 clients (90 youth, 118 adults)

SUDOP: 17 clients (3 youth and 14 adults)

SBS: 114 with 10 pending admission

Medication Management: 174 med visits

Mental Health Outpatient: Grace Wells joined the MHOP team at the Powhatan office and sees children and adults. Billie Quraishi, previous MSW intern, was hired and joined the MHOP team at the Goochland office, seeing kids and adults and has a background in education as well as social work. Another clinician will be starting in September.

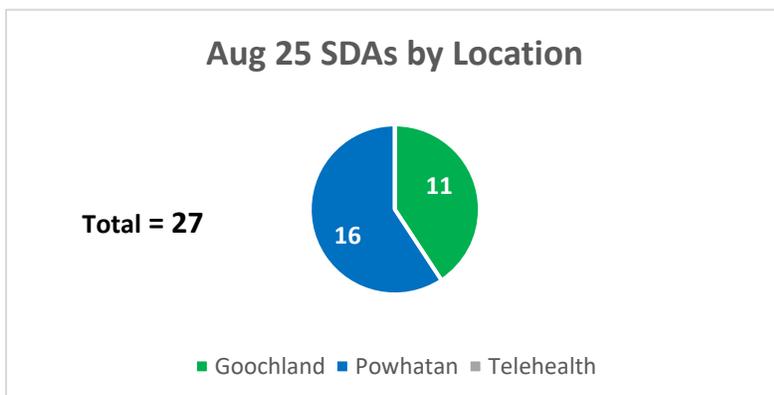
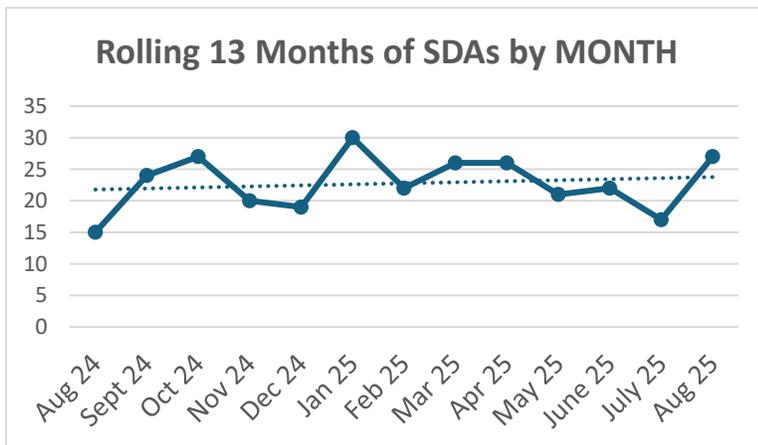
School-Based Services: Kendra Hughes and Caitlyn Wallace conducted a training at the Empower conference for Powhatan schools training day for teachers and staff focused on student mental health and improving self-care for teachers. They received positive feedback from the training. The school year has begun, and our clinicians are off to a great start, getting referrals from the schools and beginning to meet again with students in both Goochland and Powhatan schools.

SDA:

In August 2025, the Access Team completed a total of 27 Same Day Access (SDA) assessments: 16 at the Powhatan Clinic and 11 at the Goochland Clinic. This represents a 58.8% increase from the previous month.

On August 11, two team members attended a county-wide training focused on individuals living with Substance Use Disorder. The training included an interactive activity designed to simulate the experience of someone seeking help, highlighting the services available and the barriers they may face.

Also this month, the Senior Clinical Director, Emergency Services Manager, and Access Team clinician, Fred Peach—who is responsible for conducting substance use evaluations—began discussing potential changes to the current substance use evaluation process. The proposed update would align it more closely with the Same Day Access assessment. The team plans to finalize the details of this change next month, with the goal of improving the evaluation process and providing a more thorough assessment to better determine the appropriate level of care for each client.



Emergency Services:

The Access Team provided a total of 39 emergency services this month, including:

- 4 Hospital Liaison Visits
- 21 Emergency Services (ES) Phone Calls
- 4 Crisis Interventions
- 9 Prescreen Evaluations completed by other Community Services Boards (CSBs)
- 1 Prescreen without an Emergency Custody Order (No ECO)

The Emergency Services Manager participated in two recurring meetings focused on facility referrals through the statewide Behavioral Health Link platform. Stakeholders continue to discuss ways to improve the platform's functionality and effectiveness.

Additionally, the Emergency Services team has shifted from meeting three times a week to holding brief daily morning huddles to enhance communication and team collaboration.

