

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
October 6, 2025

Goochland Powhatan Community Services Board of Directors held its October 2025 meeting on Monday, October 6, 2025, in Powhatan.

Present

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

Staff Attending

Toby Fritz
Lisette Edwards
Jeanine Vassar

Welcome

Mike Asip welcomed all attending Board members and thanked them for joining the meeting. There was one addition to the agenda.

Minutes

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

ACTION: Motion to approve September 2025 meeting minutes was made by S. Hancock, seconded by C. Neilson-Hall. Motion approved by all in attendance, none opposed. Motion carried.

Public Comment

None

Presentation on Parent-Infant Education Program

Jeanine Vassar, manager of PIEP program, presented to the board about the program, including the services for children birth to 3 years and the family intervention. They provide both prevention and treatment services. Children can come to the agency for a screening or referral in any capacity. Jeanine shared about Child Check, the annual event that allows parents or caregivers to bring a child in for a screening.

Powhatan Building Updates

Toby shared updates to the Powhatan building, including pictures of the lot. The construction has begun on the pad and foundational work. Toby continues to meet with the builder once a month for regular updates. They are discussing installing insulation in interior walls as soundproofing, as it had not been

previously discussed. They are working on security measures and wiring for the keypads, but no final decisions have been made related to that.

Security Measures

Toby provided information on security measures including past information that was provided to the board along with estimates that were previously provided. Some items were approved by the board in the past. Toby shared some different options for each of the CSB buildings so that any security measures would be installed in all the buildings. Toby is gathering more information and estimates with more current pricing

M. Asip informed the rest of the board that in 2023, the board unanimously approved the measures following a presentation from Sheriff's department on security measures. The board requested that they get updated security information from the Sheriff's Department to find out if there is any additional information needed for the current climate. M. Asip stated that the board is trying to find the balance of having a welcoming environment and sufficient safety for staff and clients. S. Hancock had requested it to be brought before the board to ensure that Toby and the new board members are able to help determine the path for the security measures. Toby will bring updates on security measures and estimates to future meetings.

EOY Financial Report

Toby provided the EOY financial report prepared by Michael Warren, Finance Director, including retained earnings and Medicaid billing. He provided insight into why some of the numbers were over or under. The board asked about the potential impact of Medicaid cuts. Toby shared that he has been discussing with other CSBs and that the impact should be titrated in as opposed to a full impact at once. Toby will continue to discuss with other boards and with Finance Department to determine the possible impact of Medicaid cuts. Toby discussed that Virginia will possibly adopt the Certified Community Behavioral Health Clinic (CCBHC) model and how that payment model may impact CSB billing, including mitigating possible lost funding.

Nomination of Secretary – Addition to the agenda

Mike noted that there is currently an absence in the role of Board Secretary. Discussion occurred regarding who would fill the position. Joyce was nominated with a vote to occur at the November meeting.

ACTION: Motion to nominate Joyce Layne Joynder as Board secretary was made by C. Neilson-Hall, seconded by M. Asip. Motion approved by all in attendance, none opposed. Motion carried.

Updates

Board Chair

Mike reported that he is going to discuss recent communications with the Powhatan Board of Supervisors later in the meeting. He also informed the Board that as board chair, he signs off on performance contracts through DBHDS and continues to meet regularly with Toby in between Board meetings to stay in communication.

Senior Developmental Services Director

No report

Senior Clinical Director

Lisette shared that Pathways moved the location from the Powhatan Rescue Squad building to the Powhatan CSB building and the date from Tuesdays to Mondays to line up with clinical scheduling. Lisette informed the board that GPCS is in the process of getting certified through Great Place to Work and that over half the staff has completed the survey. She noted that the clinical case manager has been hired and that we are currently hiring for a school-based position in Powhatan County for middle school and high school.

Senior Director of Administration

No Report

Executive Director

Toby shared that GPCS was approved for a Workforce Development grant, which this year did not allow bonuses as it had previous years. This year, GPCS applied and was approved for a student loan repayment and educational assistance program for employees. Toby discussed the possible CCBHC certification that Virginia may be adopting for CSBs in the next couple years. He shared that he is looking into CARF accreditation in order to prepare for the requirements for CCBHC, including sending QA to another CSB in the region to help inform the steps needed for certification. Toby talked about Medicaid redesign and how we are assessing which parts of redesign that GPCS may adopt. He talked about Virginia OAA funding and the work that he and Lisette have been doing to assist Goochland with accessing additional funds and possible projects that they can participate in.

At approximately 5:35 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-Jordan 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 M. Allen to certify conformity of the closed meeting and to reconvene the regular session, seconded by S. Hancock. All members affirmed this.

C. Nielson-Hall nominated J. Layne-Jordan for secretary to fill the open position on the board. The vote will occur next month.

The meeting was adjourned at 5:42 pm.

Mike Asip, Secretary

Date

MA/le