

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
April 6, 2026

Goochland Powhatan Community Services Board of Directors held its April 2026 meeting on Monday, April 6, 2026, in Powhatan.

Present

Marcus Allen
Michael Asip
Rudy Gregory
Stephen Hancock
Joyce Layne-Jordan
Crystal Neilson-Hall
Linda Revels
Erin Tierney-Butler

Absent

Sandra Leabough
Hannah Robicheau

Staff Attending

Toby Fritz
Lateshia Brown
Lisette Edwards
Carinne Kight
Allison Downey

Welcome

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

Minutes

March 2026 meeting minutes were reviewed for approval. No edits were noted.

ACTION: A motion to approve the March 2026 meeting minutes was made by S. Hancock and seconded by L. Revels. All in favor, no opposition. The motion carried.

Public Comment

None

Presentation: Pathways / Peer Programs

Allison Downey, peer programs coordinator, provided the Board with an overview of peer services and the employees of the unit. She explained that all GPCS peer staff are registered certified peer recovery specialists. Meaning they have had at least 72 hours of specific training, completed 500 hours of supervised peer work, and successfully passed the peer exam. She noted that registered certified peer specialists can bill Medicaid for services and this year GPCS began doing that. Allison discussed the peer programs offered by GPCS including the Pathways recovery center, one on one peer support, peer

groups including SMART (self-management and recovery training) recovery, and mobile outreach including the yellow box initiative (naloxone boxes).

Nomination of FY27 Board Officers (Chair, Vice-Chair and Secretary)

Mike informed the Board that he and Toby reviewed the Board Bylaws which outlined the nomination process, and he reviewed the process with the Board. The first step is for the Board Chair to appoint a nominating committee. Mike has appointed Linda and Marcus as the nominating committee. The nominating committee then presents a slate of FY27 Board officers to the Board. The nominating committee proposed the following slate of officers for FY27; Mike Asip as Chair, Crystal Neilson-Hall as Vice Chair, and Joyce Layne-Jordan as Secretary. Following the committee's presentation of the FY27 slate of Board officers that other nominations may be made. At that time Stephen Hancock nominated Hannah Robicheau as Vice Chair. There were no further nominations. Mike explained that the Board will vote on the officers at the next Board meeting.

FY 2027 Meeting Schedule

Mike noted that the proposed FY27 Board meeting schedule was included in the Board Packet and asked if any Board members had objections to the proposed schedule. No objections were noted.

ACTION: A motion to approve the FY2027 GPCS Board of Directors meeting schedule was made by C. Neilson-Hall and seconded by M. Allen. All in favor, no opposition. The motion carried.

Facility Updates

Toby informed the Board that there are walls up now they are finishing up all the things they need to do with the walls. The trusses are supposed to be coming next week and it's great to see physical progress being made. He let the Board know that the builder (Rick) did offer and suggested that GPCS have a group come out and walk the construction now that the walls are up. Toby asked any Board members interested to let him know.

Reports

Board Chair –

Mike began by commending the staff on the Disability Awareness event that was held on March 20, 2026. He thought the event was great and thanked the whole team for making it successful.

Mike posed a question to the board; he is interested in future board topics that could be presented at meetings which the Board members would find helpful and informative. He provided an example of staff presenting on Medicaid fraud, what steps do we take to keep from committing fraud. How do staff account for services, record keeping, avoiding unintended consequences of fraud steps which limit access, etc. He asked if there are any other topics that the members would like to delve into and asked them to let him know if there are.

Senior Developmental Services Director –

Lateisha noted that as Mike said, the March 20th event went well. She thanked those who were able to attend and noted that despite it only being the second year was much larger event than last year. There were a lot of community resources that provided information to the attendees and many of them were new. It was nice to have it in March so that it aligned with developmental services awareness month.

Senior Clinical Director –

Lisette reported they have a couple offers out to the two open clinical positions, so she's hopeful they will accept by the end of the week. She also noted that they just got approval from Goochland County Commonwealth Attorney's office to start the first offenders program. This program allows anyone who has a first drug offense to be evaluated by the Commonwealth Attorney office for admission. Those approved would complete a substance use evaluation with GPCS and be provided with recommendations for treatment. If the individual follows the recommendations for treatment, they can have the charges dismissed.

Senior Administrative Director –

Carinne reported that there are a couple vacancies currently including a front office administrative assistant position and a direct support professional position with Monacan services. She also informed the Board that she is continuing to closely watch bills in Virginia legislature which have been sent to the Governor for approval. Specifically, she is monitoring the collective bargaining for public employees, and new leave provision bills as they could have a significant impact on operations.

Executive Director –

Toby shared that Employee Appreciation Week included several discussions about strengthening year-round recognition efforts. To support this, he plans to highlight an employee at each Board meeting. This month he recognized Gwen Bates, GPCS Reimbursement Manager. Gwen is a lifelong Powhatan resident with a bachelor's degree in English and prior HR-related insurance experience. Since joining GPCS, she has independently learned the complexities of insurance reimbursement. Toby noted her strong initiative and ongoing efforts to increase and recover revenue. He highlighted a current issue she is working to resolve with Anthem that could result in approximately \$46,000 in additional revenue. Toby reported that during Employee Appreciation Week, the leadership team launched a new "Ask Us Anything" initiative. Staff were invited to stop by the boardroom to ask questions, and the first session had a strong turnout with thoughtful participation.

He also noted that the FY26 annual financial audit will begin at the end of April. In March, DBHDS conducted a multi-site visit, which went well. VACSB has indicated that DBHDS may begin requiring CSBs to report any unspent state funds. GPCS currently has none, but leadership is monitoring this closely. Toby further shared that the agency ran a grant-funded commercial during the holidays, reaching 875,000 people and contributing to a 94% increase in website visits during that period. Lastly, leadership's ongoing review of staffing and programs identified that referrals from CSA (via CPMT and FAPT) have declined and remained consistently low. With two CSA case managers and reduced demand, the agency made the difficult decision to eliminate one of those positions.

ACTION: Motion made by C. Neilson-Hall, seconded by M. Allen. All members affirmed, meeting adjourned

The meeting was adjourned at 5:25 pm.

Joyce Layne-Jordan, Secretary
JLJ/ck

Date