

GPCS BOARD MEETING AGENDA

August 3, 2026 at 4:30 P.M.

Village Conference room – 1st Floor (Powhatan)

- I. Welcome
- II. Minutes of June 1st, 2026, Board Meeting
Pages: 2-5
***Action: Approve or amend June 2026 minutes.**
- III. Public Comment
- IV. Presentation: FY26 in review
Pages: N/A
***Informational**
- V. Facility Updates
Pages: N/A
***Informational**
- VI. Reports
 - a. Board Chair
 - b. Senior Developmental Services Director
 - c. Senior Clinical Director
 - d. Senior Administrative Director
 - e. Executive Director
 - f. Other Reports***Informational**
- VII. Closed Session:
Pages: N/A
***Action: Motion to enter closed session, and certification of closed session actions taken at end of session.**
- VIII. Adjourn

Next Meeting: September 14, 2026.

Location: Pathways (Goochland)

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
June 1, 2026

Goochland Powhatan Community Services Board of Directors held its May 2026 meeting on Monday, June 1, 2026, in Goochland.

Present

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

Absent

Crystal Neilson-Hall
Linda Revels

Staff Attending

Toby Fritz
Lateshia Brown
Lisette Edwards
Carinne Kight

Welcome

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

Minutes

The minutes of May 2026 meeting were reviewed for approval. No edits were noted.

ACTION: A motion to approve the May 2026 meeting minutes was made by S. Hancock and seconded by E. Tierney-Butler. All in favor, no opposition. The motion carried.

Public Comment

None

Review of Internal Controls, Risk Management, and Fraud Prevention Measures

Mike reminded the Board that a few meetings ago the question was raised a few board meetings ago; what are we doing to prevent fraud? The Board discussed the document Toby provided in May regarding the controls and safeguards the agency has such as the annual independent financial audit, internal approval roles, and review of documentation. Discussion centered around the Boards role of governance in these controls and measures and Mike identified that the oversight starts with Board reviewing and approving the budget for the agency.

Presentation: Budget for FY27

Toby presented the final FY27 budget. He reported that a balanced budget was achieved through restructuring certain priorities, including the realignment of the front office and reimbursement units under a single manager, and by leaving unfilled the position vacated due to employee retirement in May.

During the review, Toby noted that 83% of revenue is restricted, and 81.5% of the budget is allocated to personnel. He also highlighted anticipated increases in building expenses this year due to higher rent and utility costs associated with the move into the new Powhatan building. The budget includes a 3% cost-of-living adjustment for all employees hired prior to April 1, 2026. Additionally, the 9.1% increase in insurance costs was largely absorbed within the proposed budget.

To achieve balance, reductions were made, including the elimination of a CSA case manager position, a community engagement position, and the previously identified front desk position. Toby emphasized that no services were impacted by these reductions; however, contributions to capital and auto funds could not be continued under this budget.

ACTION: A motion to approve the FY27 annual budget as presented was made by M. Allen and seconded by S. Hancock. All in favor, no opposition. The motion carried.

Facility Updates

Toby updated the Board on the construction progress for the new building. The roof installation is complete, and the roof underlayment is scheduled to be installed within the next week. Interior framing work continues, including the installation of blocking in areas designated for grab bars.

The team is working through an issue regarding the partition wall for the multipurpose room. The company that originally provided an estimate is now out of business. A new vendor has been identified, and Rick is coordinating with them. Toby asked if anyone recalled prior discussions about the cost responsibility for the partition wall; no Board members did. Rick noted that an adult changing table was originally included in the project pricing but has since been removed, and the partition wall was not part of the original estimate.

The drain field has been installed with no reported issues. Fiber optic service has been set up with Rick. Rick also confirmed that HVAC and power equipment are ready for installation.

Regarding security measures, Toby is coordinating efforts to obtain pricing for security cameras, access control systems, and a wired panic button. He is working with Rick, given Rick's involvement with the doors in the Goochland building and ongoing work in the new building.

Reports

Board Chair –

Mike thanked Toby & staff for internal controls information. Good to be familiar with it as community members may ask questions of board members. He also wished a happy retirement to Sandra. Friday was her last day & today is the official retirement date.

Senior Developmental Services Director –

Lateisha noted she didn't have anything new to report outside of what was provided in the board packet report.

Senior Clinical Director –

Lisette noted that Hopefest is scheduled for August 29th from 11-2. Flyers will be coming out soon and she will pass on to the Board when they do.

Staffing wise, a new emergency services clinician started today, and she speaks Spanish which is nice to have for assisting with clients that come in for same day access and have a language barrier. Currently there are 2 substance use disorder clinician positions open and 1 school based clinician position open. Lisette also reported that she participated in the Powhatan storytelling campaign along with Rudy. The campaign is stories of recovery and connection to treatment and gives a face to treatment. It's scheduled to come out at end of the month.

Senior Administrative Director –

Carinne reported that the final audit for FY26 has been scheduled for the last week of August. Carinne also reviewed current vacancies that Lisette mentioned as well as a continued opening for In-Home Support Services for part-time DSPs. Monacan services has filled their vacant DSP position. Lastly, she noted that an agency shirt order is going in by mid-June and collected information to provide Board members with shirts.

Executive Director –

Toby highlighted several staff for exceptional efforts. Cassidy Griles, Grace Wells, and Sophie Settle, provided critical support to victims involved in the Fast Feet case, including staying with them during the trial to support as needed. Toby noted the significant impact of their work. He also recognized Lisette and Heather for providing essential support to the clinicians throughout this difficult process. The GPTW survey is scheduled for the fall. Following last fall's survey, employees have been leading sprint teams to implement improvement initiatives. The Performance Contract has not yet been published. It will continue the two-year contract approved last year. Toby will present the finalized adjustments to the Board once they are available. Legislative updates included the CBA not passing, though it is expected to be reintroduced next year. Paid FML and paid sick leave for all employees both passed. Board members interested in attending the October VACSB conference in Roanoke should contact Toby. The organization will have a presence at the Goochland Farmers Market on 6/9, 6/23, 7/14, and 7/28.

At approximately 5:34 p.m., J. Layne-Jordan moved that the Board convene in a closed meeting pursuant to Virginia Code § 2.2-3711. for Discussion of Executive Director performance evaluation and contract. M. Allen 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 J. Layne-Jordan to certify conformity of the closed meeting and to reconvene the regular session, seconded by M. Allen. All members affirmed this.

ACTION: Motion to renew Executive Director contract was made by J. Layne-Jordan, seconded by S. Hancock. All in favor, no opposition. The motion carried.

The meeting was adjourned at 5:57 pm.

Joyce Layne-Jordan, Secretary
JLJ/ck

Date

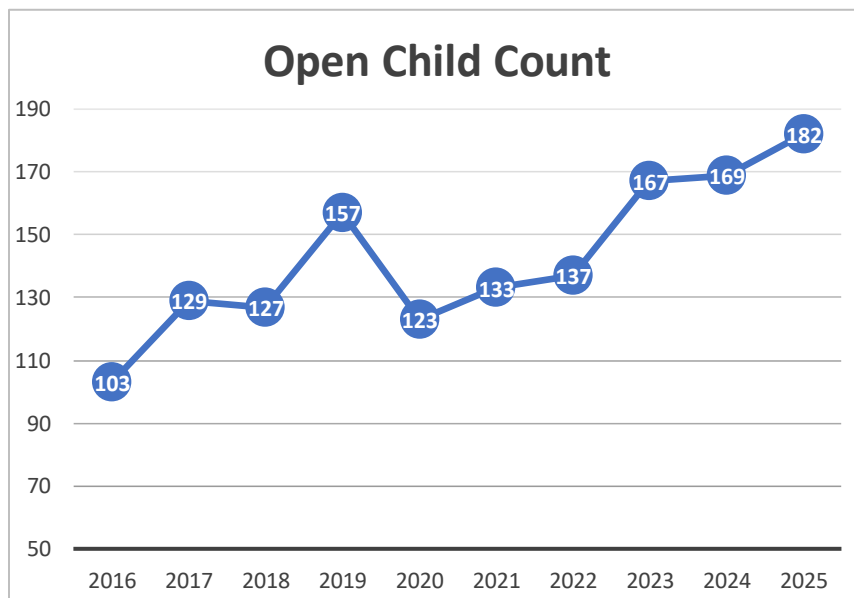
DEVELOPMENTAL SERVICES

August 2026 Board Report

Parent-Infant Education Program (PIEP)

9 children were referred to PIEP in June, plus 2 more so far in July. 11 children have been discharged since June 1st and we've served 80 children with IFSPs (plus 9 in the intake process).

I've made the chart below to show how the census of PIEP has fluctuated and grown, specifically looking at the number of "Open" children for the year, which includes those with treatment plans as well as the children who didn't complete the intake process. While the state calculates our annual allocation by the number of children with active treatment plans on a single day of the year, this doesn't encapsulate all the children we work with because it doesn't include:



- Children referred, evaluated, and found ineligible
- Children referred, evaluated, but never signing a treatment plan due to lost contact or declining services
- Children who moved out of our system before the treatment plan is signed
- Referrals we were never able to evaluate, but spent weeks trying to make contact, connect families with our team in person, etc.

Our open children for 2026 so far is 121, which is about average for the last few years, so it's reasonable to expect we'll be in that 170-190 range again at the end.

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

In-Home Support Services:

Our In-Home Support Services program currently serves 14 individuals. We have recently hired a new Direct Support Professional (DSP) to support a new client joining our program.

DSPs continue to help individuals participate in a variety of activities they enjoy while supporting them with daily household tasks. Staff regularly assist clients with laundry, room

Developmental Services

organization, meal cleanup, dishwasher loading, and taking trash and recycling to the transfer center.

Client Success Spotlight

One of our newer clients is making incredible strides toward independence. The individual participated in washing her own laundry and changing her bedding—tasks her parents previously handled. Additionally, she has been going shopping for her own items while her DSP helps her learn to budget and understand her finances. In a testament to the DSP's hard work and the program's impact, the client and her family are highly satisfied and have requested additional service hours.

Health, Wellness & Weather Adaptations

We are also focusing on physical health. Over the past few months, one DSP has been helping their client build healthier habits through daily walks in local neighborhoods and parks. To keep everyone safe during hot weather, staff ensure walks take place in the cooler morning hours. On exceptionally hot days, DSPs have successfully transitioned to indoor community activities, including visits to movies, museums, malls, and libraries. Also, some have enjoyed swimming this summer at the YMCA.

Our individuals enjoyed a variety of other community activities, including:

- Attending the Ashland Strawberry Festival
- A local fair
- Kings Dominion
- Visiting Three Lakes Park, Dorey Park, Deep Run Park, and various other local parks
- Shopping for groceries and personal items
- Sky Zone
- Going to Sweet Frog for a refreshing treat.
- Dining out at local restaurants
- Going to the movies
- The Science Museum to visit the “Slowest Animal Exhibit”
- A few individuals enjoyed getting manicures and pedicures.

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

Developmental Services Quality Assurance

The Support Coordinator Quality Review (SCQR) was completed in June. Overall, reviewers provided positive feedback regarding the quality of Support Coordination services. Full agreement was achieved on 8 of the 10 SCQR indicators.

Reviewers also commended the Developmental Services team for its commitment to continuous quality improvement, noting that corrections identified in prior reviews had been addressed in the current ISP plan year.

HSAG interviews have concluded, and we are currently awaiting the results of their Round 8 review, which this year is limited to Support Coordination services. Developmental Services provider programs - In-Home and Day Support services, were not included in the Round 8 review.

Additionally, the Developmental Services Quality Assurance (DS QA) Coordinator continued to monitor internal quality data and provide ongoing feedback to the team regarding progress toward meeting both internal performance targets and state-established benchmarks.

Submitted by Naomi Robinson,
Developmental Services Quality Assurance Coordinator

Developmental Services Support Coordination (ID/DD)

Developmental Services Support Coordinators empower independence by linking individuals to vital community resources while prioritizing the highest standards of health, safety, and proactive advocacy. At the core of our mission is a commitment to ensuring the well-being of those we serve, providing them with the necessary tools to thrive within the community.

To better serve our community, the Developmental Services team has launched a new direct-access process to streamline Developmental Disability (DD) waiver waitlist assessments. As of July 1, 2026, families can walk into our offices to either complete an assessment on the spot or schedule one for a future date. To support this initiative, Support Coordinators are available on-site on Tuesdays in Powhatan, and on Tuesdays and Thursdays in Goochland.

Active CM (Medicaid)	114
Active CM (Non-Medicaid)	0
Waiver Breakdown	
Community Living	60
Family & Individual	55
Building Independence	1
Active Waiver Total	114
Non-waiver Active CM	0
Transfers	1
Total Individuals Served	114
DD Waiver Wait List Numbers	
Priority 1	1
Priority 2	33
Priority 3	36

Additionally, GPCS was recently awarded three more new waivers, and our Support Coordinators are actively working to link these new recipients to community providers.

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

Day Support Services (ID/DD)

Monacan Services welcomed our newest team member, Shelley Higgins, to the program in mid-June. Shelley has quickly become a great addition to the team and is nearing completion of all of her Direct Support Professional (DSP) training. We are excited to have her as part of the Monacan Services team and look forward to the positive impact she will make.

Despite the summer heat, Monacan Services has continued to provide engaging and meaningful activities for our consumers. Recently, the group has enjoyed visiting several local farmers markets throughout the area. These outings have provided opportunities to explore local businesses, learn about fresh produce and handmade goods, interact with community vendors, and practice social



and community engagement skills. Back at the center, consumers have stayed busy with a variety of creative arts and crafts, indoor games, and other enriching activities designed to encourage creativity while keeping everyone cool and comfortable during the warmer summer days.

Submitted by Maitlin Ware,
Program Manager, Monacan Services

Clinical Board Report- May and June 2026

The Senior Clinical Director participated in the Powhatan Storytelling Campaign, which will be promoted through a variety of campaigns to bring attention to the impact of mental health and substance use to the community. We began planning for HopeFest in August, including contacting vendors and community partners. Lisette attended the Research in Recovery conference at VCU focused on SUD and the VACSB training conference. Lisette submitted a site application for the HRSA loan forgiveness program to assist staff with student loans. Lisette and Allison Middleton (SUR Manager) went on an offsite visit to Aspire Recovery Program to develop an MOU and a referral partnership. At the Clinical All-Staff, we reviewed changes that are happening including the transition to the WHODAS in July. We also engaged in a team building activity of painting and planting flower pots for the front of the Pathways building.



Substance Use and Mental Health Recovery Team:

The Substance Use and Mental Health Recovery team continues to provide Clinical and case management services to clients, Peer led community groups, Mobile Outreach supports, and AcuWellness to the community and during Powhatan Community Matters programming.

Our Peer Recovery Specialists continue to facilitate community recovery-oriented groups in Goochland and Powhatan to support those in recovery or those supporting someone in recovery, and we have had an increase in the number of community members attending groups each week!

The peers continued to support 8 individuals in direct peer services and support outreach tabling events and prepare for providing resources at the Goochland and Powhatan Farmer's Markets this season. Our team had the opportunity to participate in the Research to Recovery Conference in May to expand our learning of substance use and recovery oriented supports, and we supported Naloxone training in Goochland County for a Community Emergency Responder Training.

Our team is preparing to host a Region 4 Peer Intern next month and we look forward to helping this individual gain the knowledge and skills to be a successful Peer Recovery Specialist.

Our Substance Use clinicians continue to offer and lead clinical groups and are connecting more consumers with long-term support for their recovery. Our clinicians supported 35 clients in our substance use and Office Based Addiction Treatment programs. Our clinical team has gone through staffing transitions, and we will have two new Substance Use Focused Clinicians starting in July, one in our Powhatan office and one in our Goochland office. We are excited to have them start on the team and support individuals in clinical support through individual therapy and group therapy sessions.

Our Mental Health Case Management team conducted 106 case management visits and continue to provide wrap-round supports to our consumers to ensure timely access to psychiatric, medical, and community services, with 4 successful case management discharges. Our Substance Use Case manager/Care Coordinator successfully conducted 20 case management and OBAT sessions and supported two individuals in accessing treatment in higher levels of care.

Mental Health Outpatient

May:

MHOP: 288 total- (210 adult, 78 youth)

SUDOP: 27: 2 youth SBS: 77

Med visits: 173 visits (157 unique clients served)

June:

MHOP: 382 total- (202 adult, 180 youth) No SBS due to summer vacation

Med visits- 169 visits (150 unique clients served)

For school-based clinicians, the school year came to an end and the team prepared for summer groups! Interest forms were created and shared with the school and community and staff worked with families to continue the great work over the summer. We were hiring for a second school-based clinician for Powhatan and began interviews.

For MHOP we had one clinician complete the Advanced Motivational Interview Training provided through Region 4.

Our outpatient clinician Cassidy Griles became licensed and is now an LPC! She has been with GPCS since 2021 and has worked in various roles as she worked towards licensure. MHOP and SBS team did a team builder, gathering at a local lake for a relaxing picnic and enjoying the water and each other's company.



We had several staff attend a training on grief titled "Holding space for grief". One school-based therapist attended a play therapy conference as she works towards her Registered Play therapy credentials. The training supported her education of creative methods to help the elementary school students she serves. The staff all reported it was a valuable training and expressed feeling more equipped to support our community with grief and loss in its various forms.

We have started several groups in June including our Love and Logic parenting class in Powhatan. In Goochland our SBS clinicians have started youth summer groups: Connect and Create, Let it Grow, Game Space, Girls anxiety group, and D&D social skills group.

Behavioral Health & Wellness Team

In May, staff supported Children's Mental Health Awareness Month by providing Pleasant Grove Baptist Church with prevention resources, including Lock and Talk Virginia cable locks, drug deactivation packets, GPCS, gambling prevention materials, 988 resources, and information to help adults recognize and support youth experiencing mental health concerns or suicidal thoughts.

Robin Pentecost and Travis Fellows attended the Virginia Prevention Conference in Richmond, where they collaborated with DBHDS and Omni Institute to begin planning the upcoming fiscal year's prevention work plan and prepare data collection systems. Staff also attended an Adverse Childhood Experiences training, strengthening regional collaboration and expanding the team's trauma-informed prevention knowledge. In addition, the team participated in a Virginia Council on Problem Gambling webinar to continue building capacity in gambling prevention.

Community outreach remained a priority throughout the month. On May 16, GPCS sponsored and participated in Goochland Day, providing prevention resources and behavioral health information to

hundreds of community members. As part of the sponsorship, the CSB contributed materials for the first 500 attendee swag bags, including information about CSB programs.

Throughout the month, staff continued outreach for the Young Adult Survey, encouraging participation among individuals ages 18–25 and strengthening partnerships to increase community engagement.

In June, the Behavioral Health & Wellness team continued providing trauma-informed education, supporting community partnerships, and maintaining prevention initiatives throughout the service area. Staff partnered with the Powhatan Free Clinic to deliver an Adverse Childhood Experiences (ACEs) Kintsugi training for 17 participants. The team also supported the Powhatan Medicine Run by providing drug deactivation packets and Lock and Talk Virginia educational materials for distribution to community members, reinforcing safe medication practices and suicide prevention awareness.

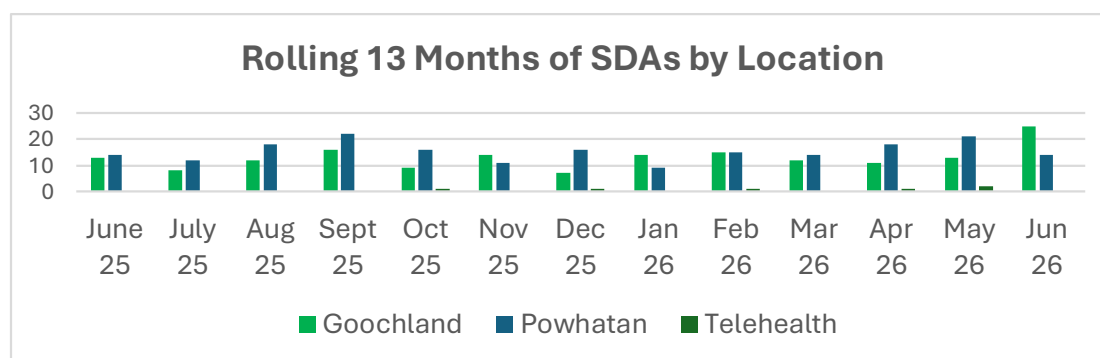
Travis participated in the Capes Over Vapes Movie Night, hosted by Powhatan Parks and Rec. This event provides information on the harms of vaping, as well as a family-friendly alternative activity. The June event was a success, with more than 100 youth and families in attendance.

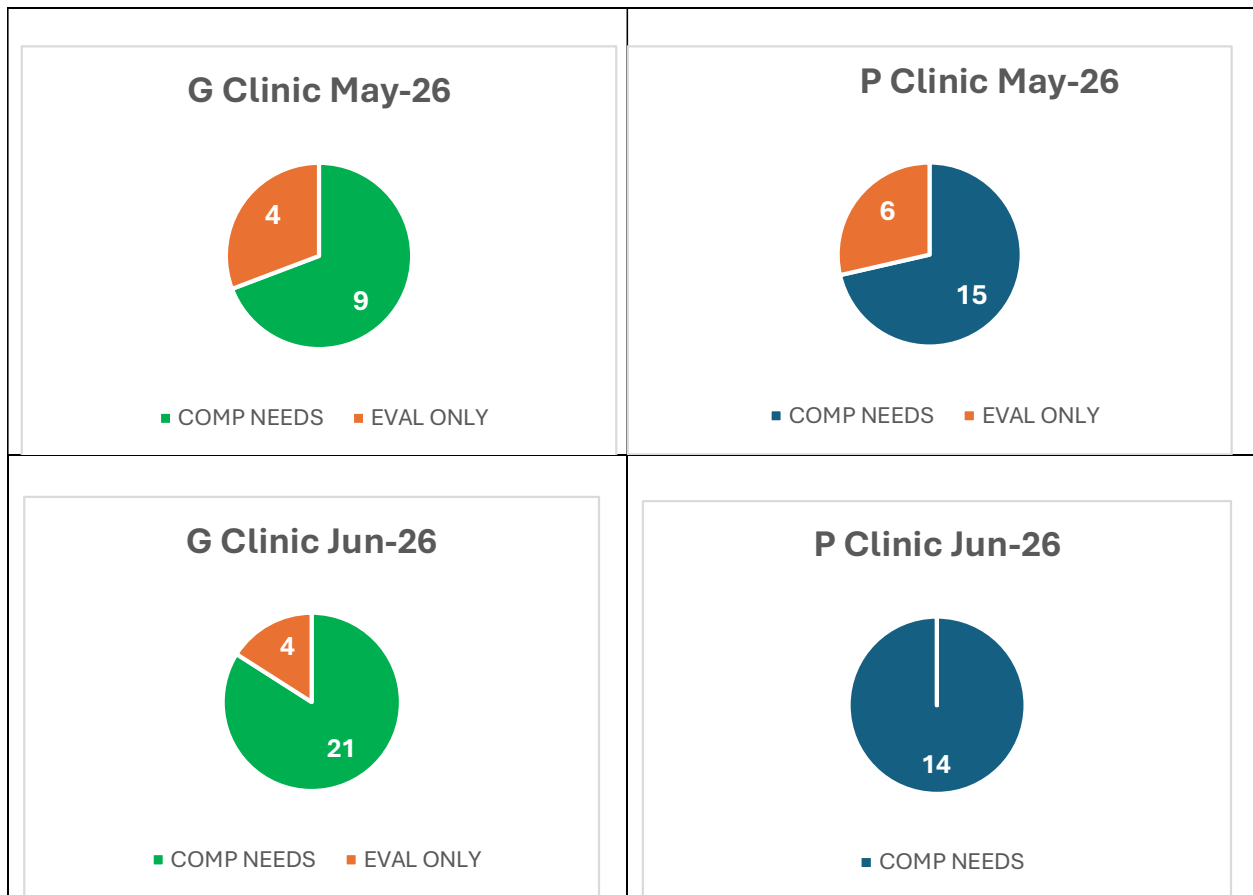
Staff also supported agency-wide initiatives during the month, including website development efforts and coordination of funding-related projects, while maintaining prevention programming and partnership activities.

Emergency Services/Access Team

SDA:

In May 2026, the Access Team completed 36 Same Day Access (SDA) assessments, including 10 Substance Use Disorder (SUD) evaluations. Of these, 21 assessments were conducted at the Powhatan Clinic, 13 at the Goochland Clinic, and 2 telehealth assessments. In June 2026, the Access Team completed 39 Same Day Access (SDA) assessments, including 4 Substance Use Disorder (SUD) evaluations. Of these, 14 assessments were conducted at the Powhatan Clinic, 25 at the Goochland Clinic, and no telehealth assessments.





During the review period, the ES Manager attended the VACSB Training and Development Conference, which featured a variety of workshops and keynote presentations, including those by Wayne F. Handley, Ph.D., LPC, City Manager of the City of Buena Vista, Virginia, and Kathy Parry, CSP, Founder and CEO of Corporate Energy Expert, LLC.

In May, efforts focused on identifying improvements to the Substance Use Disorder (SUD) Evaluation-Only process. As a result, the evaluation process was expanded from one session to two sessions, with implementation in June. In June, preparation begins for the change of DLA-20 screen to WHODAS as required by DBHDS, with an implementation date of July 1st.

The Access team welcomed new member Hadie Romero on June 1st.

On June 26th, the team enjoyed a team-building activity at Gnome and Raven Escape Room. The team managed to complete the task and escape within 30 seconds to spare.



Emergency Services:

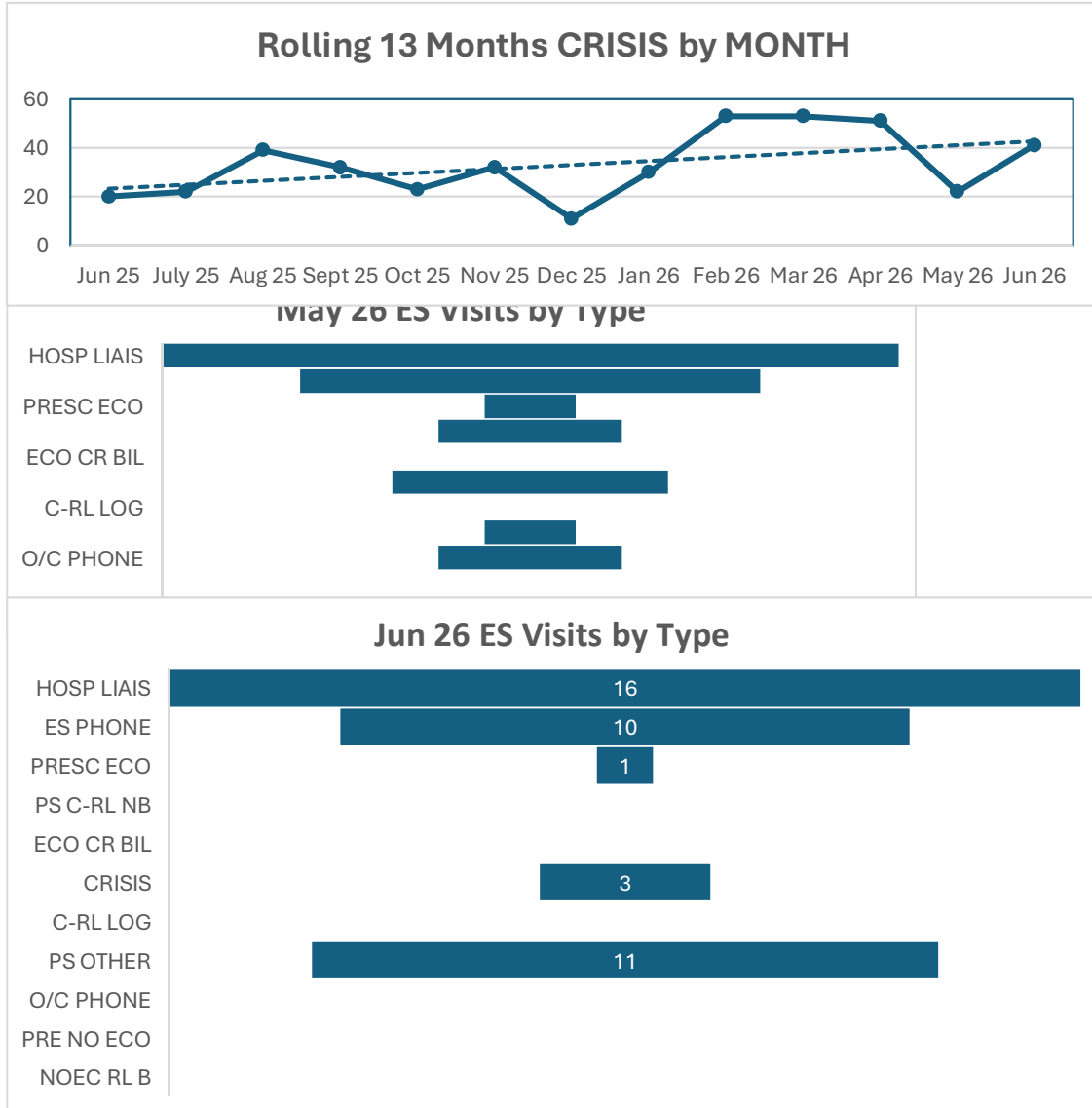
In May, the Access Team provided a total of 22 emergency services this month, including:

- 8 hospital liaison visits
- 5 Emergency Services (ES) phone calls
- 3 crisis interventions
- 1 prescreen evaluations conducted under an Emergency Custody Order (ECO)
- 1 prescreen evaluations completed by other Community Services Boards (CSBs)
- 0 prescreen evaluations conducted without an Emergency Custody Order (No ECO)

In June, the Access Team provided a total of 41 emergency services this month, including:

- 16 hospital liaison visits
- 10 Emergency Services (ES) phone calls
- 3 crisis interventions
- 1 prescreen evaluations conducted under an Emergency Custody Order (ECO)
- 11 prescreen evaluations completed by other Community Services Boards (CSB)

- 0 prescreen evaluations conducted without an Emergency Custody Order (No ECO)



The

Emergency Services Manager continues to participate in recurring meetings related to facility referrals through the statewide Behavioral Health Link (BHL) platform, as well as the monthly Emergency Services Council and the bimonthly Region 4 Emergency Services Managers meetings. The goal of these collaborative meetings is to discuss current challenges, identify opportunities for improvement, and address specific aspects of the crisis services system at both the state and regional levels.

In May, the Emergency Services Manager was invited to participate in a workshop organized by the Commissioner's Office, "DBHDS Problem-Solving Session: Crisis Services and Civil Pathways to the Hospital." During the session, various stakeholders shared their perspectives on the current

crisis services system. Participants engaged in brainstorming activities to identify potential solutions to existing challenges and improve service delivery.

On May 19, 2026, GPCS representatives met with representatives from RBH, Henrico Mental Health, and the James River Juvenile Detention Center (JRJDC) to discuss the procedures and processes of GPCS and RBH Emergency Services as they relate to youth served at JRJDC. The discussion resulted in the establishment of key goals and action items to support ongoing collaboration and strengthen partnerships in the service of the youth served by these organizations.

During the month of June, members of the team participated in Hospital Liaison training to further develop their skills and expand their knowledge of discharge planning from state psychiatric facilities. Additionally, on June 12, 2026, two team members attended a full-day Prescreener Training that covered topics including documenting preadmission screenings, violence risk assessment and safety planning, clinical decision-making, and professional liability.