

GPCS BOARD MEETING AGENDA

October 5, 2026 at 4:30 P.M.

Village Conference Room - Powhatan

- I. Welcome
- II. Minutes of September 14th, 2026, Board Meeting
Pages: 1-4
***Action: Approve or amend September 2026 minutes.**
- III. Public Comment
- IV. FY25 EOY Financial Report
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. Adjourn

Next Meeting: November 2nd, 2026.

Location: Pathways

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
September 14, 2026

Goochland Powhatan Community Services Board of Directors held its September 2026 meeting on Monday, September 14, 2026, in Goochland.

Present

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

Absent

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 August 2026 meeting were reviewed for approval. No edits were noted.

ACTION: A motion to approve the August 2026 meeting minutes was made by S. Hancock and seconded by C. Neilson-Hall. All in favor, no opposition. The motion carried.

Public Comment

None

Floating Holiday proposal

Toby informed the Board that the Governor granted state employees an additional four hours of paid holiday time on Friday, September 4, prior to the Labor Day weekend. Due to the short notice and previously scheduled appointments and services, GPCS was unable to close without causing disruption. Powhatan County, however, closed its county offices for the entire day on September 4th. Toby reminded the Board that per GPCS policy, the Board may, at its discretion, award additional holidays and 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 he is proposing that employees who currently receive floating holidays be granted one additional floating holiday during FY27. This additional day would be administered in the same manner as existing floating holidays, requiring standard scheduling procedures and supervisory approval.

ACTION: A motion to approve provision of an additional floating holiday to be used in FY27 for all employees who receive floating holidays was made by R. Gregory, M. Allen. All in favor, no opposition. The motion carried.

FY2027 Performance Contract

Toby reported that both Boards of Supervisors have formally approved the FY27 Performance Contract. The contract remains a complex document, and members reviewed several minor revisions that were incorporated into the final version. These changes include updated procedures for managing and applying unspent balances.

ACTION: A motion to approve FY27 performance contract was made by C. Neilson-Hall, seconded by S. Leabough. All voted in favor, no opposition. The motion carried.

Fiscal Management

a. *Reserve Adequacy & Governance Policy draft – Informational

Toby presented a draft proposal to the Board outlining a framework for reserve adequacy and governance. He noted that he and Mike agreed to bring the proposal forward this month for review and discussion, with the intent to return it for a formal vote at the next meeting. Toby explained that the proposal was developed with input from the Finance Director and Carinne and will be incorporated into the fiscal procedural policy once approved.

Toby reported that the organization currently maintains more than six months of reserve funds. Under the proposed policy, any funds exceeding the six-month reserve plus a 10% buffer would be eligible for use and designated solely for one-time expenditures. The reserve threshold would operate on a rolling basis aligned with the annual budget.

He also emphasized that the Board would need to determine limitations on expenditures that may be made without prior Board approval. The Board discussed potential examples of such expenditures, including software deposits, staff bonuses, and emergency building-related costs. Toby clarified that any expenditure made without prior approval would be reviewed at the earliest Board meeting following the transaction.

Board members agreed that the proposed policy provides clear structure and appropriate checks and balances for responsible use of excess reserves. After discussion, the Board determined there was no need to delay a vote and supported adopting a tiered approval structure. Under this approach:

- Expenditures up to 20,000 may be made without prior Board approval.
- Expenditures between 20,001 and 50,000 require approval from the Board Chair.
- Expenditures exceeding 50,000 must be approved by the full Board.

a. Additional Discussion – Employee Bonuses

As a byproduct of the Board's discussion regarding reserve adequacy and expenditure thresholds, the Board engaged in a related conversation about potential employee bonuses. Staff bonuses were used as one of the examples of expenditures that might fall under the proposed reserve policy framework. During this discussion, Rudy noted that he supported approving employee bonuses consistent with the amounts provided and distribution timeline as last year. Following this, Rudy proposed the Board formally discuss and approve employee bonuses for the current fiscal year. The Board agreed that consideration of

employee bonuses aligned with the broader conversation about responsible use of reserve funds and appropriate oversight.

b. **GPCS-managed bank account proposal

Toby presented an update on the assessment of potential banking partners for GPCS-managed accounts. He reported that he and Carinne interviewed three banks: C&F Bank, United Bank, and TowneBank. As part of the evaluation, they reviewed each institution's compliance with Virginia statute requirements, including verification processes for account deposits.

Toby noted that United Bank did not meet the necessary verification criteria and was therefore removed from consideration. Both TowneBank and C&F Bank fully met statutory requirements, and all GPCS funds held at either institution would be approved under state guidelines.

He also reminded the Board that GPCS already holds certificates of deposit for the Cedar Woods project with C&F Bank and recently utilized one of C&F's vendors for the implementation of the new credit card platform. Based on these factors, staff recommended moving all GPCS accounts to C&F Bank.

ACTION: A motion to approve the Reserve Adequacy & Governance Policy with the addition of the tiered expenditure structure as noted was made by M. Allen, seconded by C. Neilson-Hall. All voted in favor, no opposition. The motion carried.

ACTION: A motion to approve issuance of employee bonuses consistent with the amounts as FY26 and issues in the same check as in FY26 was made by R. Gregory and S. Leabough seconded. All voted in favor, none opposed. Motion carried.

ACTION: A motion to approve moving all GPCS accounts to C&F bank was made by S. Hancock, seconded by R. Gregory. All voted in favor, no opposition. The motion carried.

Reports

Board Chair –

Mike reported that he attended both HopeFest and Overdose Awareness Day, noting that the events were well organized and that Jordan and Brian were present distributing informational materials. He also conducted a walkthrough of the new facility with staff, which he found helpful, and appreciated the opportunity to meet with Rick and had several questions addressed.

Mike also had the opportunity to speak with Reed Terry from Congressman John McGuire's office. Their discussion included an overview of CSB operations, potential concerns such as the possible loss of Medicaid funding, the Homestead Act, and rural workforce challenges. Mike noted that Reed appeared engaged and eager to learn more.

Senior Developmental Services Director –

Lateshia reported that her team had recently been recognized for exemplary performance. GPCS was the only CSB in the state to meet the dental performance measure target in the 4th quarter of FY26, and one of only three CSBs statewide to meet the target in any quarter throughout the entire fiscal year. She added that she had no additional updates at this time.

Senior Clinical Director –

Lisette provided an update on recent clinical activities. HopeFest was held successfully, and while participation was lower than hoped, staff learned valuable lessons to strengthen next year's event and outreach.

She and Rudy participated in the “Stories of Hope” project, sharing personal reflections on how substance use has impacted their lives; the video link was provided in the Board packet. Lisette announced that a new Peer Support Specialist has been hired and will begin on October 1. Additionally, School-Based Services (SBS) have been onboarded for Goochland County Public Schools.

Senior Administrative Director –

Carinne reviewed current vacancies with the Board, which includes the continued opening for in-Home Support Services for part-time DSPs as well as van drivers. She informed the Board that the independent financial auditors came out at the end of August to complete the FY26 audit. They spent time onsite talking with staff and collecting information. They’re wrapping up and have seemed satisfied with all they’ve reviewed.

Executive Director –

Toby highlighted recent PIEP success stories that he included the VACSB annual report submission in the Board packet. He also noted that staff member Emily Li has been selected as the recipient of Powhatan County’s Lifeline Award, which will be presented at the Board of Supervisors meeting on Monday, September 28 at 6:00 p.m. He informed the Board that the former Hallmark facility is now empty, and its licenses have been formally revoked. Website updates are also underway. Toby also reminded Board members of the VACSB conference in October. Asking them to let him know if any were interested in attending so he could get registration and hotel set up for them.

Other Reports –

Stephen shared that all Boards of Supervisors were pleased with Toby’s recent presentation at the Powhatan BOS meeting.

Rudy let the Board members know that National Night Out in Powhatan had been postponed due to weather and will take place on October 6th.

ACTION: Motion made by C. Neilson-Hall to adjourn, seconded by L. Revels. All members affirmed, meeting adjourned

The meeting was adjourned at 5:18 pm.

Joyce Layne-Jordan, Secretary
JLJ/ck

Date

DEVELOPMENTAL SERVICES

October 2026 Board Report

Parent-Infant Education Program (PIEP)

We had 9 referrals in August plus 4 more so far in September. Nine children were discharged in August plus one more in September, and 85 children had active IFSPs (with 12 in the intake process).

We have four sets of twins right now which is about 8% of our census, far greater than the 3% of the general population. While being a twin or high order birth isn't an automatic qualifier for our program, it does increase the likelihood of developmental delays, as well as other risk factors. Extreme Prematurity (less than 28 weeks gestation) is an automatic qualifier, but any level of prematurity comes with risks like low birth weight, lung & intestinal underdevelopment, hearing & vision impairments, brain injury, and feeding difficulties, which all come with varied amounts of time in the NICU. All of these things can impact a child's development, but even an uncomplicated twin pregnancy lasting 37 weeks (considered full term) is a risk factor for developmental delays, especially in language and social-emotional skills.

This information isn't meant to sound hopeless – in fact it's the opposite. We are well aware of all the risks and needs because while most families are new to the twin-life, we aren't. Even reading that paragraph can be overwhelming so once we meet families after 9 to 15 months or more of the experience, well, one can only imagine that learning curve. Thankfully they will have also connected with many specialists and supports by then and we're ready to move with them from a focus on how to survive to how to thrive.

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

In-Home Support Services:

In-Home Support Services continues to actively serve 14 individuals. Program participants remain highly engaged, balancing community outings with targeted skill development inside their homes. Recently several individuals kicked off their fall bowling league and began participating in the Friends for Life program once again after a summer break.

Direct Support Professionals (DSPs) continue to excel at keeping clients engaged and supporting them with their daily living skills. One particular DSP has done wonderful work integrating a new individual into our services. While this individual typically requires extra time to adjust to new experiences and tends to prefer staying indoors after school, she is responding beautifully to her DSP. She recently achieved a major milestone by taking walks and car rides down her long

driveway to collect the mail. To celebrate this progress, the DSP plans to fulfill her request for a milkshake outing soon.

Several staff members have been exceptionally attentive in helping individuals understand and adopt healthier lifestyles. Key areas of focus include increasing daily physical activity, such as walking, and guiding individuals to locate healthier menu options when dining out.

A few different outings that the individuals have tried are:

- Caroline Recreation Park
- Several Farmer's Markets
- Puerto Rican Festival
- Watermelon Festival

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

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

Active CM (Medicaid)	114
Active CM (Non-Medicaid)	0
Waiver Breakdown	
Community Living	58
Family & Individual	55
Building Independence	1
Active Waiver Total	114
Non-waiver Active CM	0
Transfers	0
Total Individuals Served	114
DD Waiver Wait List Numbers	
Priority 1	0
Priority 2	27
Priority 3	29

those we serve, providing them with the necessary tools to thrive within the community.

The Developmental Services team continues to actively promoting the new direct-access process to streamline Developmental Disability (DD) waiver waitlist assessments. Families can visit our offices to complete an assessment on the spot or schedule one for a future date. Support Coordinators are available on-site every Tuesday in Powhatan, and on Tuesdays and Thursdays in Goochland. This month, we served our first DD access walk-in at our Powhatan office; the family arrived with all required documentation and met the criteria to be added to the waitlist.

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

Day Support Services

Monacan recently discharged a consumer due to declining health and their inability to continue attending the day program. We will be welcoming a new consumer to the program next month to fill the available spot.

Monacan is ready for some cooler fall weather! Throughout the summer, consumers enjoyed attending weekly movies at Regal Cinemas, which quickly became a favorite activity and a great way to stay out of the heat. Consumers have also been busy painting rocks that we have placed outside of the building. They have created different pictures, messages, and inspirational sayings for people to find and take. Consumers have enjoyed checking the rock area each day to see which rocks have been taken and knowing that their artwork is being enjoyed by others.



Submitted by Maitlin Ware,
Program Manager, Monacan Services

Developmental Services Quality Assurance

The Developmental Services Quality Assurance Coordinator submitted the Quality Enhancement Plan (QEP) for Round 8 of the Health Services Advisory Group (HSAG) review. The QEP was accepted.

The DD QA Coordinator, along with the Support Coordination Manager, reviewed the agency's WaMS data for the fourth quarter of Fiscal Year 2026 with the Region 4 Regional Quality Improvement Specialist. The agency was recognized for its continued progress, having maintained 100% compliance on several of the 15 measures reviewed throughout FY2026.

Additionally, for the first time, the agency exceeded the state target for ensuring that individuals receiving DD Waiver services have up-to-date dental exams. GPCS was the only CSB in the state to meet the target during the fourth quarter and one of only three CSBs statewide to meet the target during any quarter of FY2026.

Overall, performance remains positive and is generally aligned with statewide performance. Developmental Services Quality Assurance continues to monitor outcomes, identify opportunities for improvement, and support efforts to meet or exceed established performance targets.

Submitted by Naomi Robinson,
Developmental Services Quality Assurance Coordinator
Developmental Services

August Clinical Board Report

Senior Clinical Director Report:

During the month of August, Lisette worked with the new SUD clinicians and our SUD case manager to develop SUD group criteria and curriculum. We are working on a SBIRT program to provide some short-term intervention with SUD clients. We have also been attending different program tours for the staff to see SUD programs in the area and build connections, such as Master Center and Sandstone.



Lisette organized a Darkness to Light training on Childhood Sexual Abuse for clinical and DD staff which was facilitated by our Region 4 training coordinator. We had over 30 staff who attended and actively participated in the very informational training.



Lisette and the SUR team organized and held our HopeFest event, which was a very fun event, with community partners including Goochland Animal Shelter, Goochland Sheriff's Office, GoochlandCares, Goochland Parks and Rec, and Chesterfield SAFE (Hidden in Plain Sight Trailer). Pictures are below.

Lisette participated in the leadership team building at Plant House and lunch, which was a fun activity to spend time with leadership.



Behavioral Health & Wellness

In August, the Behavioral Health & Wellness team advanced community outreach, prevention initiatives, grant work, and regional partnerships. Travis Fellows completed the Partnership Impact Evaluation and Coalition Readiness and Effectiveness Assessment training on August 4, strengthening the team's capacity to evaluate community partnerships. Staff also completed the Prevention State Opioid Response Grant application to support substance use prevention activities in the upcoming grant year.

The team maintained a strong community presence throughout the month. Travis represented Goochland Powhatan Community Services at local farmers markets, distributing prevention resources, answering questions, and helping community members better understand the role and services of the CSB. He also connected with community partners through Goochland Community Partners and remained actively involved with the Capes Over Vapes initiative. Robin Pentecost represented the agency at a community partnership event at Warriors Way, building new connections and sharing information about CSB services, suicide prevention, and problem gambling prevention. Staff also participated in Recovery Partners meetings and assembled prevention and resource materials for Powhatan's back-to-school night.

The team moved several public awareness initiatives forward during August. Staff finalized the schedule and campaign plan for an upcoming Lock and Talk Virginia radio campaign through Audacy. The team also worked with Step Media to prepare the Be Well VA website and update Goochland Powhatan Community Services information on the regional website, improving access to accurate information about local services and prevention resources.

Robin attended a tobacco and vaping zoning workshop on August 19 focused on how local laws and zoning strategies can influence community-level prevention. Robin and Travis also coordinated planning and implementation activities for HOPE Fest and contributed to agency-wide planning for the Goochland Powhatan Community Services job fair.

In addition to Behavioral Health & Wellness initiatives, Robin continued serving on the agency committee developing the new Goochland Powhatan Community Services website. Throughout August, the team balanced these agency-wide responsibilities with grant development, community outreach, regional collaboration, professional development, and implementation of ongoing prevention initiatives.

Mental Health Outpatient

MHOP: Adult: 290, Child: 238

SUDOP: 61 adult, Child: 1

SBS: 61 students

Med services: 192 visits

It has been a great month for School based services! We have officially hired and onboarded two new SBS clinicians: Alyssa who will be serving Powhatan Middle and Highschool, and Allie who will serve Goochland Elementary and Byrd Elementary!

In August we also provided trainings for Powhatan schools, Caitlyn and Alyssa were one of the presenters at the schools annual Empower conference and did two trainings, " Effective de-escalation strategies in the classroom" and "Overview of services at the CSB". Both were well attended and received positive feedback from staff. Alyssa also provided a suicide awareness and assessment training to the Powhatan school counselors to support them in assessing the needs of students.

Alyssa, Heather and her intern from VCU staffed a table at Powhatans' back to school night. (See photo)

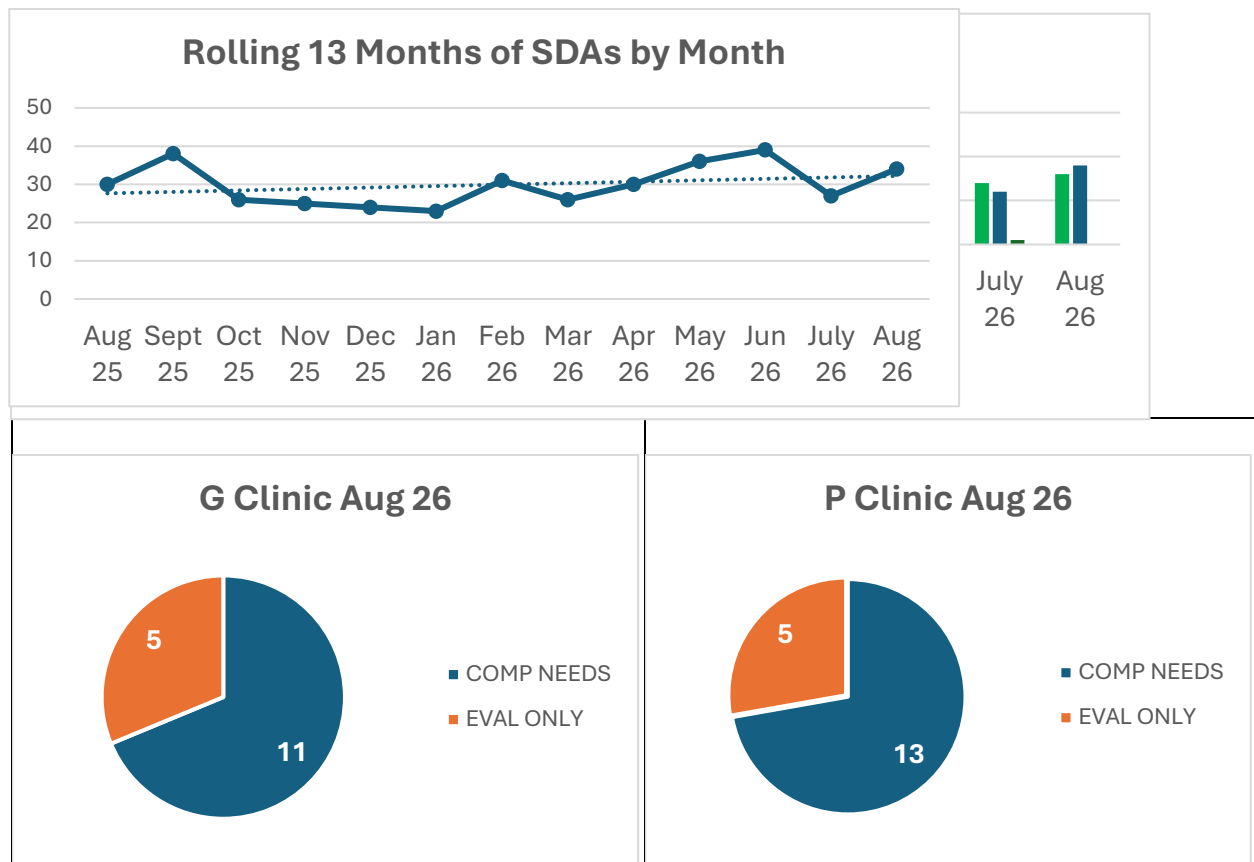


All MHOP staff attended the Darkness to light training provided by Region 4.

Emergency Services/Access Team

SDA:

In August 2026, the Access Team completed 34 Same Day Access (SDA) assessments, including 10 Substance Use Disorder (SUD) evaluations. Of these, 18 assessments were conducted at the Powhatan Clinic and 16 at the Goochland Clinic.



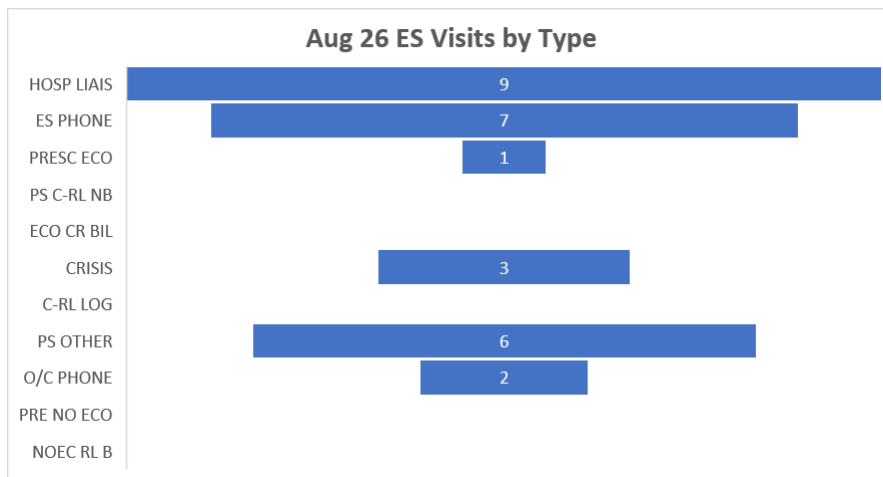
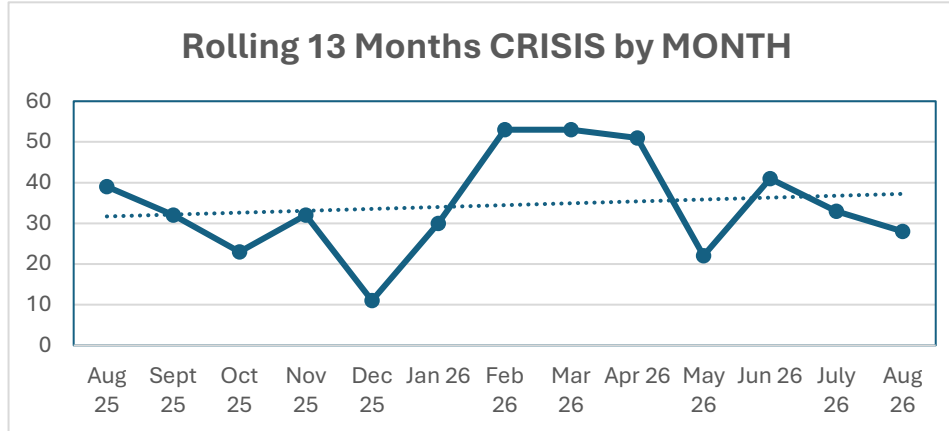
The Emergency Services Manager and other managers and directors of GPCS began participating in a weekly meeting on an implementation team for Clinically AI, a digital assistant to complete documentation.

Emergency Services:

In August, the Access Team provided a total of 28 emergency services this month, including:

- 9 hospital liaison visits
- 7 Emergency Services (ES) phone calls
- 3 crisis interventions
- 1 prescreen evaluation conducted under an Emergency Custody Order (ECO)
- 6 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. These collaborative meetings provide opportunities to discuss current challenges, identify areas for improvement, and address specific aspects of the crisis services system at both the state and regional levels.

During the August Emergency Services Council meeting, Mount Rogers CSB shared information about its geriatric transitional home, which could potentially be used as a diversion option for individuals being considered for state hospital placement. The Council also discussed the Hospital Use of the Optional TDO Request Form and strategies for managing individuals under Commitment Orders who are awaiting placement.

On August 11, 2026, the Emergency Services Manager participated in the Region 4 Crisis Services Advisory Council meeting. The meeting included presentations on housing and homelessness resources from Jen Johnson, Director of Homeward; Kim Claros; and Amanda Davis from Region 4 Programs. Updates were also provided regarding the Regional Transportation Program.

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 Recovery services, Mobile Outreach supports, and AcuWellness to the community and during Powhatan Community Matters programming.

Our Peer Recovery Specialists continue to provide individual supports to 3 clients, supporting outreach tabling events, to include the Goochland and Powhatan Farmer's Markets this season. Our Peer team is making a few changes in programming and staffing, and we are looking forward to offering new groups and bringing on new staff!

Our Substance Use outpatient team has jumped right into learning about their new role and helping to create an updated Substance Use group curriculum to better serve the needs of our community. This month, there were 23 clients served, and 9 evaluations completed.

Our Mental Health Case Management team provided 49 case management appointments and continue to provide wrap-round supports to 59 consumers to ensure timely access to psychiatric, medical, and community services, with 2 successful case management discharges. Our Substance Use Case Manager/Care Coordinator successfully conducted 27 case management and OBAT services and supported 11 individuals case management and care coordination support this month.

The SUR Team hosted HopeFest at our Pathways Center this month and were supported by Goochland Sheriff's Department, Chesterfield County's "Hidden In Plain Sight" trailer, Goochland County Parks and Recreation, Goochland Animal Shelter, Goochland Cares, RVA Treat Shop, and Passion Community Church, in spreading awareness and hope for those impacted by overdose in our communities.

