

GOOCHLAND POWHATAN COMMUNITY SERVICES
MINUTES
August 3, 2026

Goochland Powhatan Community Services Board of Directors held its May 2026 meeting on Monday, August 3, 2026, in Powhatan.

Present

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

Absent

Rudy Gregory

Staff Attending

Toby Fritz
Lateshia Brown
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 June 2026 meeting were reviewed for approval. No edits were noted.

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

Public Comment

None

Presentation: FY26 in review

Toby provided the Board with a review of the last 12 months. In the presentation Toby noted that GPCS had a strong performance in FY26, serving 1,309 residents with 42,214 services and achieving a 71% successful discharge rate along with a Net Promoter Score of 74 and 100% satisfaction from surveyed consumers. Major accomplishments included being certified as a Great Place to Work, successful advocacy that restored critical school based service funding, expansion of regional crisis partnerships, and staff led groups addressing improvements as noted in the Great Place to Work survey. The agency was able to provide bonuses, tuition assistance, and a no-cost health plan to enhance the workforce

experience. Construction of the Powhatan facility advanced with services expected to launch in April 2027, and FY2027 priorities were set to complete the transition, modernize the agency's website, and deepen staff recognition and communication practices.

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.

Facility Updates

Toby provided an update on the construction progress for the new facility, noting that most windows have been installed and interior work is underway, with remaining exterior doors scheduled for later installation. He shared photos of the developing Monacan space to illustrate the ongoing interior progress. Toby noted that there were some questions about the partition in the all-purpose room, as Rick was unsure about it being included in building plans, however Toby and Rick have worked closely, and reviewed plans and the partition was included from the beginning.

Reports

Board Chair –

Mike expressed appreciation to the team for providing thorough written program reports, noting that their clarity and detail from Lateshia and Lisette and their staff, Jeanine, and Maitlin—allowed the Board to efficiently review key updates without extended presentations.

Mike also noted that looking ahead, a briefing on school based services, including an overview of the service model, how mental health supports are integrated within schools, and how the program balances instructional time and confidentiality would be helpful. He suggested that a school administrator participating in that discussion would be nice, to provide additional context.

Senior Developmental Services Director –

Lateisha informed the Board that the focus for Developmental Services has been the launch of the new Developmental Services Access Program, noting that the team is focused on increasing awareness of available DD resources and simplifying the process for individuals seeking placement on the waiver waitlist. She reported that walk-in access hours began July 1 and are offered on Tuesdays and Thursdays in Goochland and on Tuesdays in Powhatan. These specific days were selected to allow for a phased rollout and to ensure consistent staffing coverage for anyone seeking assistance during access hours.

Senior Clinical Director –

Toby provided Lisette's update as she was unable to attend the meeting. He noted that recently clinical services have hired 4 clinicians. Two of those are school based clinicians and two are substance use disorder clinicians. He also reminded the board that Hopefest is scheduled for August 29th from 11-2.

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 a full-time Peer Recovery Specialist, which was just posted this week. She informed the Board that the independent financial auditors will be out at the end of the month to complete the FY26 audit. Additionally, DBHDS is putting out many surveys for completion that the administrative team is working on in conjunction with the clinical team.

Executive Director –

Toby highlighted the Developmental Services Access Program introduced earlier in the meeting, noting that the initiative represents excellent work by Lateshia, LaTasha, and their teams and reflects a significant advancement in how the agency supports individuals seeking DD resources. He informed the Board that state funding for staff raises and bonuses exceeded initial projections, allowing for strong bonus support this year. He also reminded members that the Board approved the FY budget in June based on estimated state funding with the understanding that any change over 5% would require re-approval; as the actual change is only 1%, no further Board action is needed. The Director reported ongoing work to secure bids for access control and security camera systems across all agency buildings. Bids received included \$161,000 from one vendor and \$130,000 from another, with the lower estimate tied to the ability to use the VCU cooperative purchasing agreement pending completion of the required procurement steps. He noted that this project may be appropriate for excess reserves and clarified that the scope covers all facilities, not solely the new building.

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.

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

The meeting was adjourned at 5:15 pm.

Joyce Layne-Jordan, Secretary
JLJ/ck

Date