

GOOCHLAND-POWHATAN COMMUNITY SERVICES  
MINUTES  
November 2, 2009

Goochland-Powhatan Community Services Board of Directors held its regularly scheduled monthly meeting on Monday, November 2, 2009 in Goochland.

Present

Bea Anderson  
Runda Harris  
Charles Bruce  
Kim Sprouse  
June Jeter  
Ellen Cooper  
Kim Sprouse  
Jane Allen Bowles  
Paula Price

Staff Attending

Susan Bergquist  
Randy Camden  
Bob Villa

**I. Welcome: Additions to the Agenda**

Mrs. Bowles was introduced as a new member. C. Bruce brought the meeting to order at 4:40 and first asked if there were any additions to the agenda. None were noted.

**II. Minutes of the October 5, 2009 Board Meeting**

One correction from June; she stated that she wasn't at the previous meeting, but she had been reported as "Present".

**ACTION: On motion by B. Anderson, seconded by K. Sprouse, the minutes were approved as amended.**

**III. FY2009 1st Quarter Budget Report**

Susan reported 1st quarter budget report. The agency is doing well on controlling our expenses. In the first quarter, we spent 24% of the amount budgeted for personnel costs and 19% of the amount budgeted for operating costs. The total spent for this time period was \$1,296,601. We received \$1,280,367 in revenues. We have revised our budget to reflect the recent 5% cuts in state general funds. It is likely that more state budget cuts could be announced in the Governor's budget plan, released in December, and approved through the General Assembly in January.

**ACTION: Motion to approved FY 2010 First quarter report made by B. Anderson and seconded by E. Cooper. Motion carried by all and the FY2010 Budget revisions were approved.**

#### **IV. FY2011 Goochland and Powhatan County Appropriation Request**

In light of reduced local revenue, we have been asked to reduce our appropriation request of Goochland County by 5%. Powhatan County has also agreed to this level of appropriation request. This means that we will be asking for \$257,954 from each county, which is a reduction of \$13,577 from each county for a total reduction to our FY2011 budget of \$27,154.

**ACTION: Motion by E. Cooper to approve the FY2011 Goochland and Powhatan Counties Appropriation Request at a 5% reduction over FY2010 seconded by P. Price**

#### **V. Update on Pending Lawsuit re Van Accident Jan 1999**

In a matter that occurred nearly 10 years ago and discussed at previous board meetings:

A GPCS van that was carrying clients overturned and one client from Monacan was killed. A decision to file a lawsuit has gone back and forth over the years, by the client's family, and the lawsuit is now in the courts. We are being represented by an attorney hired by our insurance company. The judge has asked for a sketch order from both attorneys (which is essentially a draft of what they would like the final order to be). GPCS is seeking sovereign immunity for the agency and the driver. If the plaintiffs continue to pursue the driver for damages, then it goes back to GPCS' insurance to cover this. At this time, another date to meet with the judge has not been set.

#### **VI. Tri-county Program Update**

Due to attrition of clients in the program, which has resulted in about 30% less revenue, one position has been eliminated. One of the coordinators has been laid off; she will be offered a PT position. This will become effective December 1.

**A motion to approve the personnel action of laying off one full time employee was made by P. Price, seconded by Y. Harris, and approved unanimously.**

#### **VII Space Update**

Discussions have occurred with Powhatan County officials about offering them usage of some of the space that GPCS currently uses in the Village Building, in exchange for reducing our rent. The county is in favor of this idea and GPCS will

look to move some staff and/or programs to the front of the Virginia House building. The space at Virginia House should become vacant by the end of the year, but it needs some upgrades. This move should be a financial benefit to the agency.

In addition, the Farm Bureau is moving out of their leased offices in the front of the Virginia House building on December 31, 2010, and we plan to utilize that space for offices. Some renovations will be necessary, but we should be able to immediately use the Farm Bureau offices, and can bring the rest into use by the end of the fiscal year.

### **VIII Fundraising Update**

Bob reported that a separate Cedarwoods Fundraising account has now been set-up to handle fundraising events within the agency. At the Cedarwoods meeting earlier, it was discussed to increase the number of board members, to get more people involved. Looking to get more people appointed by this board.

GPCS will have a vendor's booth at the Powhatan Christmas Parade. A committee has been formed and will meet later this week to help plan this and other fundraising activities.

### **IX. Regional, State and Federal Updates**

Susan has met with both county administrators and both are very supportive of GPCS; however, the counties are undergoing difficult budget times.

Stimulus dollars that were announced in the newspaper for the PIEP program were confirmed by the Department, but we have not been allocated any of these dollars yet.

P. Price reported that she recently attended a conference regarding criminal justice and mental health, and all were hoping to at least "hold their ground", in a financial sense, when the new budget is announced and the new governor comes into office. Need to have good programs to help keep people out of the criminal justice system, which is best practice but also saves money.

### **X. Reports**

Susan reported the following:

- November 19<sup>th</sup> 5-6:30 Virginia House Thanksgiving Dinner. Call for reservations, a great dinner, between 5 and 7 dollars.

- The auditors are still with us and we should see the finalized version of the audit at the December meeting. It is a new independent firm completing the audit, and they are also auditing Goochland County.
- The Community Resource Pharmacy has essentially closed. The Department will distribute the funds directly to GPCS for medication purchase for clients. We will receive \$20,594 for remainder of FY 2010. \$30,891 will be available for this service in FY2011.
- Motto update: we sent the top three motto ideas out to all Staff and consumers in a survey and have asked for their favorite one; and we are still open to more ideas if someone would like to suggest another one. We are looking at presenting the results at the December board meeting.
- A desk audit has been ordered by DMAS. They are looking for GPCS documentation to justify the billing for a 12 month period in a random sampling of Mental Health Case Management and Crisis Stabilization cases.
- Next Tuesday, there will be all day training for all staff. The programs and offices will be closed, in order to train as many personnel as possible in CPR, Therapeutic Options and computer programs.
- John Grady is interested in joining the board next year when Bea's term expires. John Carmack contacted Susan and sometime in the future may be interested in rejoining the board.
- Transportation update – Cap Up and Van Go have presented proposal to take over GPCS transportation Services; the prices that were included were completely different from one another. Susan and Randy will continue to examine both of these proposals and report back at the next board meeting.

C. Bruce asked if there was any other business to discuss.

**ACTION: There being no further business, the meeting was adjourned at 5:45pm.**

Submitted by: \_\_\_\_\_  
Ellen Cooper, Secretary

EC/bv