

GOOCHLAND-POWHATAN COMMUNITY SERVICES  
MINUTES  
March 7, 2011

Goochland-Powhatan Community Services Board of Directors held its regularly scheduled monthly meeting on Monday, March 7, 2011 at the Powhatan office.

Present

Susie Hackenberg  
Jane Bowles  
Charles Bruce  
June Jeter  
Paula Price  
Eileen Ford  
Runda Harris

Absent

Lorrie Shevrin  
Ellen Cooper  
John Grady  
Runda Harris

Staff Attending

Susan Bergquist  
Allison Hunter  
Bob Villa

Minutes

C. Bruce brought the meeting to order and first asked if there were any additions to the agenda. C. Bruce next asked if there were any additions or changes to the February minutes and there were none with the exception of some misspellings that need to be corrected.

**ACTION: Motion to approve the February, '11 minutes as amended was made by E. Ford and seconded by J. Bowles. Motion carried by all and February, '11 minutes were approved.**

Space Discussion

S. Bergquist wanted to let the Board know where we are in the lease with the Powhatan building. As everyone knows, PIEP group has already moved out and Powhatan County Administrator, Carolyn Bishop, has indicated that they would like to have the rest of the building as soon as is feasible for us to vacate, as they need the space for the County. S. Bergquist stated that we have seven more years on our current lease and we are casually looking at different properties/buildings in Powhatan County that are visible and meet our space needs. Our concentrated area right now is along Rt. 60 and we are in discussion with several different realtors/owners and developers. The antique shop across from VDOT has been looked as a potential site, but the inside is very torn up and would have to be built from bottom up. The owner is a contractor, who may be willing to do the rebuilding for us at a much lower price and wants to talk to us. We are also looking at Dr. Duncan's old office; this space is already in almost move-in shape and has plenty of space for parking. S. Bergquist stated that this

is further down the county than she would really like to be but we are still exploring this option as well. We are also talking to an area developer about finding an acre and building brand-new. We will continue to keep Board informed and bringing back all options for discussion.

**Mid Year FY2011 Performance Contract Report**  
**2<sup>nd</sup> Quarter Part C Expenditure Report**

S. Bergquist stated that she would first go over the FY2011 Mid Year Consolidated Financial Report of the Performance Contract. This report does not match the 2<sup>nd</sup> Quarter Budget Report (this confusion was also voiced from the Department auditors as well) due to the fact that all Part C Early Intervention funds have been removed from this report. On the first page you will find the consolidated financial report where the money is divided into three areas; Mental Health, Developmental Services and Substance Abuse along with the breakdown of the revenue source for each area. She also directed the group to the local match contribution at the bottom of this page which is 20.11% and comes from both Goochland and Powhatan counties. She stated that she left the comments in (on page 8) showing what money was removed from this report which included 70,000 from State funds and 20,000 in Local funds. Last year, we had funds that were restricted; this year we have general funds, earmarked funds and restricted funds. An example of earmarked funds is shown on page 10, line item of \$320,000 in state general funds. We don't have to account for those in that particular category where earmarked including another 29,000 Discharge Assistance Planning monies. She stated that the earmarked status of these funds will go away eventually.

S. Bergquist then directed the group to the further detail of the report which follows on page 15; here you can see reported services are in four areas (even though the money is found in only three areas). Our particular services are detailed in the next pages. These services are generally measured by the staff hours used to deliver the services (FTE). Day Support Services, including the Virginia House, are measured by slots. Services are reported in Mental Health, Mental Retardation and Substance Abuse program areas and services by units, followed by a fourth area which is "area outside a program" which includes emergency services, early intervention and prevention. These reports are done semi-annually.

S. Bergquist stated that Part C Expenditures are next and these two add up to the budget report from last month's meeting. The last page (page 23) shows year to date ARRA funding for a total of 33K; this will be the last year for it. In the past, our Speech pathologist was funded with this but will be covered by other local funds in the future.

She lastly directed them to pages 25-27, our CCS report for mid-year which shows how many people we served. You can see here our totals are 617 people served; our unduplicated count with infant program to be around 900 by end of year.

**ACTION: Motion to approve the Mid Year FY2011 Performance Contract Report and the 2<sup>nd</sup> Quarter Part C Expenditure Report were made by P. Price and seconded by J. Jeter. Motion carried by all and these reports was approved.**

### **Virginia General Assembly Budget report**

S. Bergquist stated that when she wrote this, it was before the conference report had been completed so she had a preliminary highlights handout for the Board to review. There were many highlights she pointed out to the group which included the below:

- 275 ID waiver slots and 150 new DD waiver slots
- 5M for ID regional crisis stabilization capacity
- 2M for MH adult crisis stabilization; Region IV ahead of the game in proposing this for us. No training center grounds for this per governor and that is what we had originally planned.
- 2M for restoration for SWVMHI Geriatric Unit
- Medicaid waiver rates at 1% reduction; around 8K
- Capped respite hours at 480 hours per year and personal care hours at 56 per week
- Care coordination language adopted consensus language effective July 1, 2012
- No restoration of the Therapeutic Day Treatment rate reduction
- Trust fund established with fund (30M) for waivers and wide array of community services
- Drug Court funding preserved
- VRS – state employees all being asked to pay the 5% contribution but will get 5% raise to match this. This would mean an increase for us in paying taxes and raises credible compensation in retirement but looks as though we will not have to have this same option for schools and local government.

### **Department of Justice Letter to Virginia**

S. Bergquist stated that in the Board packet is a letter issued to the Commonwealth of Virginia from the Department of Justice around our State Training Centers and their investigation of them; this includes Central Virginia Training center and other 4 training centers as well. She said that they spent 15 months to come to their conclusions that we have not done a good job moving

people out of the training centers and part of the reason is that the Commonwealth has not done its job to expand community based services and/or enable community based services to step forward and address needs of this population. Their findings also made it very clear that these Training Centers are very old and would need major funds to get them into shape and that many of the current individuals there are actually more at risk for harm in these facilities. The alternative to this could be to put the money into developing these community based services that are currently lacking. S. Bergquist also stated many of the family members who have individuals in these centers do NOT want their family members to move out because they are not comfortable with community based services and it may actually be a disservice to some who have been there for 40 years and don't want to leave.

### **Cedarwoods Update**

B. Villa talked about S. Hackenberg's other daughter who we met with at The Mill about having some sort of "gala" event about a year from now. S. Hackenberg added that they have not had a staff meeting yet but that next February, 2012 may seem like a good time, per The Mill. She also suggested having her other daughter Tara come back to a future meeting to discuss the "finer points" of this event.

A. Hunter stated that she is pleased to announce that we have been chosen as a non-profit to be sponsored in the Powhatan 4<sup>th</sup> Friday's event for 2011. As it looks now, we would have the August 26<sup>th</sup> 4<sup>th</sup> Friday and Blossman's Gas would be our sponsor! More details to come including how many volunteers we will need to man this event. We would net half of the proceeds from the event including ticket sales at the gate and beer consumption.

### **Reports**

S. Bergquist reported the following:

- Auditors are done; gave us a list of recommendations that will be sent to us formally in two weeks (no material weaknesses found). Some of this list included: showing location of every fixed asset (our vehicles) to give either Powhatan or Goochland location; all contracts to have an assigned "administrator"; policy and procedure manual for Allison's job; sign reconciliations monthly; and give more detail on some credit card receipts.
- Health insurance – rates for next year beginning October 1<sup>st</sup> will only increase 4.4% for next year; will continue to offer two plans to employees
- RFP for roof replacement at the Taylor building; out on our website with a closing date of Friday, March 18<sup>th</sup>.

- Peer support liaison person started with us, Jackie Brown; we are at the end of hiring for an SA clinician and still have two part-time In-Home openings.

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

**ACTION: There being no further business, meeting was adjourned at 5:55 pm.**

Submitted by: \_\_\_\_\_  
Paula Price, Secretary

PP/ah