

GOOCHLAND-POWHATAN COMMUNITY SERVICES
MINUTES
September 12, 2011

Goochland-Powhatan Community Services Board of Directors held its regularly scheduled monthly meeting on Monday, September 12, 2011 at the Goochland office.

Present

Eileen Ford
Susie Hackenberg
Jane Bowles
John Grady

Absent

Runda Harris
Paula Price
Lorrie Shevrin

Staff Attending

Susan Bergquist
Allison Hunter
Bob Villa
Bill Desmond

Minutes

J. Grady brought the meeting to order and first asked if there were any additions to the agenda. J. Grady next asked if there were any additions or changes to the August minutes. S. Bergquist noted that there needed to be two additions to the minutes on who actually motioned and seconded that the Board go into Executive Session and also the same to come out of Executive session, since this was not previously noted. It was noted that J. Grady asked for the motion, with S. Hackenberg seconding it to go into Executive session and J. Grady asked for the motion with S. Hackenberg seconding it to come out of Executive session. Otherwise, minutes are complete with no other changes.

ACTION: Motion to approve the August, '11 minutes with noted additions was made by E. Ford and seconded by S. Hackenberg. Motion carried by all and August, '11 minutes were approved by all.

Parent Infant Education Program

S. Bergquist directed the group to the annual program review for our Parent Infant program on pages 7 – 11 of the Board packet. She stated that this program continually has to comply with a lot of rules/regulations and that chart reviews are “the norm”. She said that State targeted results are set at 100% and we are at 100% (page 9)! Further down where the State target is 98%, we exceeded this as well with 100% results met and so on from there. Also, the State decides how many we should be serving and you can also see we are at

147% of their target. She also noted that on page 11, our program “meets requirements” which is the best you can do. In addition, we recently had a Medicaid audit and the reviewers said our files were very detailed and that it was an “honor” to review our records. S. Bergquist said she felt it was important to bring this program to the Board since they had done such an outstanding job in all the above areas! Board members then commented to the director for this group to let them know what a great job they have done and congratulations!

FY2011 End of Year Reports

S. Bergquist began by saying that the final FY2011 Performance Contract and Community Consumer Submission Report cover everything but the PIEP program. These two reports together describe who we serve, how and where our funds go in the provision of these services. As you can see on page 14, our total served in all programs is 888 plus PIEP which would bring us in the 1000 range of consumers served. This is probably about a 6% increase over last fiscal year. Also, our requests for services have increased and we are now at about 50/week. She also pointed out to the group our MR waiver service (on page 15) which is our group homes. On page 16, you can see that we are fairly even between Goochland/Powhatan on consumers served; it is a little higher in Powhatan due probably to population. Also, outside catchment areas are served if someone needs emergency services or are temporarily residing in our area; in addition, our Tri-County, In-home numbers are here too. She said from here, you can then see gender by fiscal age on page 18 indicating growing numbers of elder population; page 20 talks dollars/cents and is the consolidated financial report for the performance contract. The three areas, Mental Health, Intellectual Disabilities and Substance Abuse total \$4.5 million with our local match of 21.44 percent. Administration is 14.28% because of added Operations Supervisor who covers our Transportation area and maintenance. The next page (page 21) shows majority of our revenue is collected in fees and the break-down of the different sources. You will remember that we had a 5% decrease in local funds from both Goochland and Powhatan counties. Finally, page 29 starts the individual programs along with the breakdown of costs associated with each on the following last pages of the report.

ACTION: Motion to approve the FY2011 End of Year Reports was made by J. Bowles and seconded by E. Ford. Motion carried by all and the FY2011 End of Year Reports were approved.

Land/Building update

S. Bergquist stated that the original plat (located in the front pad site where Midlothian Family Practice is located) is now ours! We were able to negotiate again with the sellers and secure the property. This is very good news for us in that this was our first choice of location in the County. They have also confirmed that we can use existing zoning so there will be no additional costs there, so we

are now working on securing an architectural firm and going through the typical building permit process. S. Bergquist will also begin contacting Powhatan County's Administrator, Carolyn Bishop to let her begin planning for the vacating of our other property; we are anticipating 6-9 months from here hopefully. Plans going forward would be to continue to update group on building plans, etc. as we progress and review lease with Board before it is signed. Board member J. Grady suggest also doing milestones on our website to keep everyone informed of progress and then have an official "groundbreaking" event with County officials/local newspaper in attendance at the end.

Fundraising update

B. Villa stated that we are meeting with Blossman for lunch tomorrow, who is our sponsor for 4th Fridays in two weeks. There will also be a Pizza party for staff on Wednesday to talk about 4th Fridays and he is also asking for input on getting outside volunteers together as well for a short meeting before the event. After some discussion from the Board, it was decided to meet next Wednesday, 9/21 at 5 pm in the Goochland Board room. An email will be sent out as follow-up to all and J. Grady (Aramark) stated that he would provide refreshments.

A Hunter and B. Villa will also be meeting with Colleen from The Mill at Fine Creek tomorrow to begin to look at our March '12 gala costs. In closing, he said that we currently have less than \$1000 in our fundraising account as we have given out approximately \$3000 to clients who have needed this fund so we are hoping for some successful events going forward to replenish this account.

Regional, State and Fed Reports

S. Bergquist stated that there continues to be discussions around the affordable health care act. She stated our agency already has the "A New Lease On Life" grant program with a nurse practitioner and the Free Clinic has a psychiatric nurse so we are moving in that direction. She said we are expecting an RFP for managed care for Medicaid, to be implemented sometime in the timeframe of July 2012. Also, VACSB is putting our own plan out there and we are looking for a partner to do this so we are still very much in the game.

S. Bergquist reported the following:

- Outpatient Supervisor N. Wood is leaving as well as our Emergency Services Supervisor, E. Kirkland. Reimbursement Representative (Penny Payne) leaving and he position is being filled internally by giving two part-time folks full time status. Outpatient Supervisor was filled internally with Erin Tierney-Butler; her position is now open.

- Goochland County – two employees passed away recently; Debra Pierce who ran Office on Youth and Don Charles, who was the Deputy County Administrator of Economic Development. We made ourselves available for counseling services/grief counseling.

J. Grady asked if there was any other business to discuss.

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

Submitted by: _____
Paula Price, Secretary

PP/ah