



**PRINCE WILLIAM COUNTY  
COMMUNITY MENTAL HEALTH, DEVELOPMENTAL DISABILITIES  
AND SUBSTANCE ABUSE SERVICES BOARD**

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**BOARD MEMBERS PRESENT FOR THE BOARD MEETING:**

Patrick Sowers, Lisa Climer, Colleen Oshiki, Deanna Bayer, Vicky Castro, Voneka Bennett, John O’Leary, Francis Rath, Bradley Marshall

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**BOARD MEMBERS ABSENT FROM BOARD MEETING:**

William Carr

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**STAFF PRESENT:**

Georgia Bachman, Gina Tamayo - Office of the Executive Director

Division Managers:

Sara Wheeler – Adult and Family Services; Jackie Turner – Developmental Disability Services; Elizabeth Dugan – Quality Improvement; Katanya Goswell – Community Support; Mike Goodrich – Administrative Services; Kanchan Clark – Medical Services; Virginia Heuple – Early Intervention; Robyn Fontaine – Finance; Smita Maskey – Human Resources

CS Staff:

Elaine Wickliffe, Clarinda Cajayon, Maribel Pulanco

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**GUESTS PRESENT**

Pat Victorson-NAMI PW

Chris Mayer- CJS-GPWVTD

Bernice Meanchop- CRI

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**PRESS PRESENT:**

None

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**OPENING:** The regular meeting of the Community Services Board was convened on March 20, 2025 at 6:32 p.m. in the Powell’s Creek Conference Room, James J. McCoart Government Center, 1 County Complex Court, Prince William, VA.

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**APPROVE REQUEST TO PARTICIPATE REMOTELY THROUGH  
ELECTRONIC COMMUNICATION MEANS**

**READING WAIVED**



**RESOLUTION 25-03R1-01**

**MOTION: Sowers**

**SECOND: Bayer**

**WHEREAS**, the Community Services Board adopted a policy pursuant to § 2.2-3708.2 VA CODE ANN to allow for remote participation by Members of the Board; and

**WHEREAS**, in accordance with the Board's policy, Francis Rath and Bradley Marshall notified the Chair that the Members are requesting permission from the Board to electronically participate at the Board's March 20, 2025 meeting; and

**WHEREAS**, Francis Rath and Bradley Marshall certified that they are unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents their physical presence; and

**WHEREAS**, Francis Rath and Bradley Marshall certified that they are unable to attend the meeting due to an identified personal matter that prevents their physical presence; and

**WHEREAS**, the remote locations from which the above members plan to electronically participate is their personal temporary or permanent residence and the remote location will not be open to the public; and

**WHEREAS**, Francis Rath and Bradley Marshall verified that their participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

**WHEREAS**, pursuant to the Board's policy, a request for electronic participation from a remote location shall be approved unless participation violates the Board's policy or any provision of the Virginia Freedom of Information Act; and

**NOW, THEREFORE, BE IT RESOLVED** that the Community Services Board hereby approves the request to participate in the meeting through electronic communication means in accordance with the Board's policy and a quorum of the Board was physically assembled at one primary or central location and arrangements were made for the voice of, Francis Rath and Bradley Marshall are to be heard by all persons via Webex at the primary or central meeting location.

**Vote:**

Ayes--Sowers, Climer, Oshiki, Castro, O'Leary, Bayer, Bennett

Nays--

Abstained--Marshall, Rath

Absent During Vote--

Absent From Meeting--Carr

## **CITIZEN'S TIME**

Ms. Pat Victorson expressed her apologies for missing a few board meetings. She announced that NAMI, in collaboration with CS, is organizing its first Wellness Conference on Saturday, May 3<sup>rd</sup>, and distributed flyers. She highlighted that there are now four high schools in the county participating in the NAMI on Campus initiative: Woodbridge, Forest Park, Garfield, and Freedom. Thanks to grants that NAMI has received, each of these schools has received a \$1000 donation, which the schools can utilize at their discretion for NAMI on Campus. Ms. Victorson shared that NAMI aims to establish clubs on the western side of the county and requested if board members can offer any assistance, please do not hesitate to contact her.

Bernice Meanchop with CRI- shared that they will be celebrating their 50<sup>th</sup> anniversary this year with a Community Fest that is open to the public. The event will take place at Wolf Trap on Saturday, May 10, 2025 from 11 AM to 2 PM. Attendance is free, but registration is required through Eventbrite. Flyers will be distributed in the coming months.

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## **STAFF TIME**

None

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Chairman Sowers welcomed the newest board member, Ms. Lisa Climer who represents the City of Manassas.

## **APPROVAL OF MINUTES**

### **RESOLUTION 25-03R1-02**

**MOTION: Sowers**

**SECOND: Bayer**

The Prince William County Community Services Board does hereby approve the minutes of February 20, 2025 with the correction of adding the adjournment.

### **Vote:**

Ayes--Sowers, Marshall, O'Leary, Rath, Bayer, Castro, Oshiki,

Nays--0

Abstained--Bennett, Climer

Absent During Vote--

Absent From Meeting--Carr

**PRESENTATION: ID/DD Services-** Jacqueline Jackson, Elaine Wickliffe

Ms. Jacqueline Jackson and Ms. Elaine Wickliffe provided the board with an update on the Community Services ID/DD Program. ID/DD staff numbers have increased due to the additional positions allocated last year, and the availability of waiver slots is also growing due to Virginia offering new slots quarterly. The waiting list has expanded, and the number of community providers continues to rise. Recent changes with shifting are impacting the organizational chart and responsibilities, leading to increased caseloads, focused updates, and increased transfers. Beyond their professional duties, last Thanksgiving, the ID/DD staff helped clients receive Thanksgiving baskets provided by the church Jackie attends. In March, the team does things to celebrate DD Awareness Month and to express gratitude towards direct support staff. Ms. Jackson shared information regarding the Reflection Celebration being held at the Sean T. Connaughton Community Plaza on March 31, 2025 from 9:30 AM to 4 PM.

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**RECOMMEND THE BOARD OF COUNTY SUPERVISORS TRANSFER, BUDGET, AND APPROPRIATE \$2,700,000 FROM THE FISCAL YEAR 2025 COMMUNITY SERVICES BUDGET TO THE CRISIS RECEIVING CENTER CAPITAL PROJECT.**

**RESOLUTION 25-03R1-03**

**MOTION: Sowers**

**SECOND: Rath**

**WHEREAS**, the Prince William Board of County Supervisors (Board) directed Community Services (CS) to establish a Crisis Receiving Center (CRC) and a Trauma Treatment Program in Prince William County (PWC) via Directives 21-23 on March 9, 2021, and 21-52 on September 14, 2021.

**WHEREAS**, the PWC Department of Facilities and Fleet Management (FFM) is the county lead agency for the CRC capital project; and

**WHEREAS**, the CRC capital improvement project is nearing the end, and through the many inspections and close collaboration with all stakeholders, additional work has been identified to meet State building code and business licensing requirements to allow the project to be completed; and

**WHEREAS**, the additional compliance items include site development of emergency generator enclosures and electric vehicle charging stations, and additional bathrooms to meet state licensing requirements; and

**WHEREAS**, on February 20, 2025, the Community Services (CS) Board approved \$1,300,000 in General Fund transfer to the CRC capital project to address the above list of additional construction items; and

**WHEREAS**, the original CS Board recommendation has not yet gone to the PWC Board of County Supervisors for consideration yet; and

**WHEREAS**, on March 10, 2025, FFM notified CS of additional construction costs of \$1,400,000 related to a recent PWC Department of Development Service (DS) inspection for a revised General Fund transfer request of \$2,700,000; and

**WHEREAS**, the PWC DS inspection identified building code requirements for the roof, replacement of the gas line, and two Americans with Disabilities Act (ADA) compliance requirements for the bathrooms and additional handicap parking, plus \$719,000 for construction contingency for a total increase of \$1,400,000 and a revised General Fund transfer of \$2,700,000; and

**WHEREAS**, CS has General Fund budget totaling \$2,700,000 available to transfer, budget, and appropriate to the PWC CRC capital project for use towards the capital buildout at Worth Ave, Woodbridge VA; and

**WHEREAS**, approval of this item does not require an increase of general fund local tax support; and

**WHEREAS**, the unencumbered funds will be transferred to the CRC capital project to support the CRC project;

**WHEREAS**, County staff recommends approval of this resolution;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby transfers, budgets, and appropriates \$2,700,000 from the Fiscal Year 2025 Community Services budget to the Crisis Receiving Center capital project.

**Vote:**

Ayes--Sowers, Climer, Oshiki, Bayer, Castro, Bennett, O'Leary, Rath, Marshall

Nays--0

Abstained--

Absent During Vote--

Absent From Meeting--Carr

**RECOMMEND THE BOARD OF COUNTY SUPERVISORS RATIFY VIRGINIA SPECIALTY DOCKETS GRANT FUNDING SUBMISSION AND ACCEPT, BUDGET, AND APPROPRIATE \$63,484 FROM THE SUPREME COURT OF VIRGINIA TO PRINCE WILLIAM COMMUNITY SERVICES FOR THE GREATER PRINCE WILLIAM VETERANS TREATMENT DOCKET PROGRAM CONTINGENT UPON AWARD.**

**RESOLUTION 25-03R1-04**

**MOTION: Sowers**  
**SECOND: O'Leary**

**WHEREAS**, specialty dockets are specialized court dockets within the existing structure of Virginia's court system offering judicial monitoring of treatment and supervision of Veterans in criminal justice drug-related cases; and

**WHEREAS**, Prince William County established the Greater Prince William Veterans Treatment Docket (GPWVTD) in 2019; and

**WHEREAS**, Prince William County Criminal Justice Services applied for the Virginia Specialty Dockets Grant with the Supreme Court of Virginia; and

**WHEREAS**, contingent upon the award of \$63,484, the Virginia Specialty Dockets Grants will fund one (1) grant full-time position in the Greater Prince William Veterans Treatment Docket for January 1, 2025, through June 30, 2025; and

**WHEREAS**, Prince William County Criminal Justice Services must request an increase in budget authority so additional funds can be expended, and

**WHEREAS**, Prince William County Criminal Justice Services requests increasing the Office's budget by \$63,484 to establish 1.0 FTE Clinical Services Caseworker Grade C43, grant limited term position, effective January 1, 2025, through June 30, 2025; and

**WHEREAS**, Prince William County Community Services will manage the position and recover costs for the position from Prince William Criminal Justice Services; and

**WHEREAS**, this grant requires a 25% local match which can be provided by in kind support that is currently provided to the program, and

**WHEREAS**, the new position will be seated at Criminal Justice Services to perform the duties of the Clinical Services Caseworker and will support the Greater Prince William Veterans Docket Coordinator. The funding for this Clinical Services Caseworker position will be from both Virginia Specialty Docket Grant funds (salary) and Community Services funds (seat cost), and will be managed and evaluated by Prince William County Community Services, and

**WHEREAS**, Criminal Justice Services will use the grant as required in the Statement of Grant Award and Grant Special Conditions; and

**WHEREAS**, Criminal Justice Services plans to reapply for the Virginia Specialty Dockets Grant to fully fund the grant position in FY2026,

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby ratifies, accepts, budgets, and appropriates \$63,484 of Virginia Specialty Dockets Grant funds

from the Supreme Court of Virginia to Criminal Justice Services for the period of January 1, 2025, through June 30, 2025;

**BE IT FURTHER RESOLVED** that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes grant-funded Clinical Services Caseworker (C43) 1.0 FTE for a limited term through June 30, 2025;

**BE IT FURTHER RESOLVED** that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby delegates authority to sign all documents necessary to the acceptance of these state grant funds to the County Executive;

**BE IT FURTHER RESOLVED** that the Prince William County Community Services Board recommends that the Prince William Board of County Supervisors hereby authorizes all unexpended amounts, specific to this request, to be carried forward year to year.

**Vote:**

Ayes-- Sowers, Climer, Oshiki, Bayer, Castro, Bennett, O’Leary, Rath, Marshall

Nays--0

Abstained--

Absent During Vote--

Absent From Meeting-- Carr

**DISCUSSION ITEMS:**

**Performance Measures Report- Elizabeth Dugan**

Ms. Dugan shared the Prince William Community Services Dashboard Measures data through Quarter 2 FY25. She shared that CS is currently having significant issues with the data. The department is in the process of transitioning how the CSB reports data to them, and they are slowly rolling each CSB into their new system. Prince William County is slated for July 2025. With this transition, accurate data will not be available until the third quarter of FY26. The board requested a report on the progress of correcting the issue every three months.

**Certificate of Appreciation for Elizabeth Dugan**

Mr. Sowers presented a Certificate of Appreciation to Elizabeth Dugan for her 23 years of service with Prince William County and wished her all the best in her well-earned retirement.

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**OPEN ITEMS:**

None

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## **EXECUTIVE DIRECTOR'S TIME**

--Ms. Bachman mentioned that there were wonderful applicants for the QI Manager position and hopes to announce next month who will be the next QI Manager.

--Ms. Bachman shared that the county is currently engaged in the budget process. They are inquiring about existing vacancies in the department and the new positions that are being requested. Currently, there is one long-term vacancy for a child psychiatrist, which has proven difficult to fill.

--Ms. Bachman shared that Smita Maskey's HR Team does a phenomenal job with recruitment; our turnover rate is under 5%.

--Ms. Bachman indicated that CS has obtained verbal consent from the state to offer GAP funding, which will be submitted for formal approval.

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## **BOARD MEMBERS' TIME**

### **LISA CLIMER**

Ms. Climer introduced herself, shared that she is resident of Manassas, having relocated from Charlottesville in 2018. She works for in the Department of Social Work at George Mason University and serves on the Jail Board as a representative for the City of Manassas.

### **FRANCIS RATH**

Mr. Rath shared that he recently returned from a conference in Roanoke. He thanked everyone for the presentation and shared that he is concerned with what is going on at the National level and how things will go moving forward in the next year.

### **BRADLEY MARSHALL**

Mr. Marshall expressed his gratitude to the CS staff for their hard work and commitment, as well as for the presentations made this evening. He acknowledged Jackie and the DD team for their dedication and the positive impact they have. He also appreciated the data dashboard, thanked Beth for her efforts and wished her a joyful retirement. He recognized CS for their collaboration with the Prince William Bar Association and the "So You're 18 Program," and announced that nominations for the Beat the Odds scholarships are now open. Finally, he took a moment to highlight Gina Tamayo, the Secretary to the Board, referring to her as a "rockstar" and noting her vital role in keeping everything together. He thanked her for her responsiveness and conveyed his deep appreciation for all that she does.

### **DEANNA BAYER**

Ms. Bayer thanked everyone for their dedication and welcomed Ms. Climer to the board.

### **VICKY CASTRO**

Ms. Castro welcomed Ms. Climer to the board. She expressed her gratitude to everyone for their presentations. She recounted her experience of being invited to the Beat the Odds Banquet in 2009, where she was deeply moved by the students' stories. She emphasized that this program is exceptional, highlighting the importance of mentoring. She echoed all of Mr. Marshall's

sentiments regarding Gina, noting that she consistently approaches her work with a smile and a positive attitude. Lastly, she mentioned that she will hand out flyers for the NAMI on Campus Conference, which is available to all students in the greater Prince William area.

**VONEKA BENNETT**

Ms. Bennett welcomed Ms. Lisa Climer. She thanked CSB staff for all that they do and Jackie for her presentation. She congratulated Beth on her retirement.

**JOHN O'LEARY**

Mr. O'Leary welcomed Ms. Lisa Climer, congratulated Beth on her retirement and offered his support and assistance with NAMI on Campus.

**PATRICK SOWERS**

Chairman Sowers welcomed Ms. Climer. He reminded staff to take the time to take care of themselves and reassured everyone that despite the controversy going on in our country right now, he reminded staff to keep doing what they do and quoted one of his favorite presidents "We only have one thing to fear, and that's fear itself".

**ADJOURNMENT**

**RESOLUTION 25-03R1-05**

**MOTION: Sowers**

**SECOND: Bayer**

**Vote:**

Ayes--Sowers, Climer, Oshiki, Bayer, Castro, Bennett, O'Leary, Rath, Marshall

Nays-0

Abstained--0

Absent During Vote-

Absent From Meeting--Carr

**Adjourn time: 8:32 PM**

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