



We never stop believing in children and their families.



Board of Trustees Report

March 18, 2025

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Operations

We are closely following the changes and occurrences in the state and federal governments. There is a 5% rate increase cap on locality reimbursement for private day placements included in the Governor's budget. This is an improved change from the original proposed amendment of 2%. We are monitoring all potential federal shifts in HUD, Medicaid, and the Department of Education. We are closely connected to other community organizations and sharing information as it comes along.

All services are participating in budget preparation which began the first week of March.

We are searching for a new principal for Dooley School. In the meantime, Diana Morris has returned as interim principal. For many reasons, we are currently exploring a merger with Sarah Dooley Center for Autism and Dooley School.

Human Resources

- We are working with Managed Benefits to plan for FY26 Health Benefits. We expect a 9% increase based upon information from our broker.
- We held a teacher's job fair on February 26, 2025.
- We completed a compensation study encompassing all positions. We are evaluating implementation strategies.
- We have a new policy draft for organ donation leave. Draft attached.

Strategic Plan

- John Sarvay (Florican) continued to facilitate the strategic planning process. All board members had the opportunity to meet with John to discuss details and give feedback. We hope to have final approval from the board at our March 2025 meeting. John has also had numerous sessions with staff groups to begin the process of operationalize the priorities.

Risk Management

- Attached to this report is a summary of priorities in our current risk management plan.

Operations

Risk Management FY25 Board Update March 2025

Workgroup

Cindy Faison, Suzanne Hinton, Steve Beasley, Tanya Davis, Eugene Tayman, Walter Spence, Katie Chlan, Debbie Sheerin

Areas of Focus

Operations

- Sustainability Risks due to changes in service delivery and funding
- Campus Security
- Lack of experienced staff with higher acuity clients
- Political Changes
- Workplace violence

Technology

- Phishing & Malware
- Disaster Recovery
- Network Security
- End of life IT Systems

Facilities

- Cottage 1 and 8 HVAC
- Admin / SDCA Roof – Leaks
- Asphalt Surfaces

Human Resources

- Talent Acquisition and Retention
- Leadership Development
- Mental Health and Well-being impacting employee performance and the overall health of the Villa

Financial

- Funding deficits/changes
- Not enough Payroll knowledge in the department
- Fraud banking scams
- Overall Finance Office staffing vacancies and cross training

Legal

- EEOC - closed
- CPS- closed
- Police investigation - closed

	St. Joseph's Villa Human Resources Policy & Procedure Document	Doc. No.:	Page 1 of 1
		Approval Date: Draft	Supersedes: Date:
		Subject: Organ Donation Leave	
		Approvals: Chief Operations Officers; Director of Human Resources	

POLICY

St. Joseph's Villa will provide organ donation leave to employees who have been employed by St. Joseph's Villa for at least 12 months and have worked at least 1,250 hours during the 12-month period immediately preceding the leave.

SCOPE

This policy applies to all Villa employees and applicants.

PROCEDURE

Eligible employees may take leave as follows:

- Organ donors may take up to 60 business days in a 12-month period.
- Bone marrow donors may take up to 30 business days in a 12-month period.
- To receive organ donation leave, the eligible employee shall provide written physician verification to the employer that (i) the eligible employee is an organ donor or a bone marrow donor and (ii) there is a medical necessity for the donation of the organ or bone marrow.
- No employee shall take organ donation leave concurrently with leave taken under the federal Family and Medical Leave Act.
- During any period that an employee takes organ donation leave, St. Joseph's Villa shall maintain coverage of the health benefit plans (medical, dental and vision) for the duration of the organ donation leave. St. Joseph's Villa will continue to pay its portion of the benefits cost and the employee must continue to pay his/her portion of the benefits.
- An employee who returns to work after taking organ donation leave shall be entitled to (i) the position of employment held by the employee when the organ donation leave began or (ii) an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment.
- St. Joseph's Villa may deny restoration of the employee's position of employment only under conditions unrelated to the exercise of rights established under this Organ Donation Leave Policy.

RECORD RETENTION

All Organ Donation Leave requests will be retained in the employee's medical records file and/or in the Human Resource's Office.

RESPONSIBILITY

The Director of Human Resources is responsible for ensuring adherence to this policy. Any deviations from policy must have the approval by the Chief Operations Officer. The Director of Human Resources is responsible for the interpretation and clarification of this policy.

Finance

FY25 – January Results for the Villa

- January is reporting ahead of budget \$134 thousand.
- Dooley School actual v. budgeted enrollments are positive and the Education systems are ahead of budget \$427 thousand.
- The month of January and February have seen substantial unusual school closures related to weather and water quality. Although we invoice the localities based on number of days students are enrolled, we are expecting some push back to come regarding payment of school closure days. We will address each locality accordingly as necessary.
- Medicaid services are reporting behind revenue but are seeing employee cost savings, which is reducing the impact. The Medicaid services are experiencing varying degrees and reasons for budget variances and each is being reviewed in detail to determine appropriate responses.
- CSU is the process of reviewing the contract for the programmatic grant from Richmond Behavioral Health Authority through Dept. of Behavioral Health and Disability Services. Approximately \$600 thousand per year for two years.
- The Annual Fund is in great shape already 96% of its annual goal!!
- Cottage 5 is underway. A new entity has been created - Housing Success Center, LLC - which will house the activity of the renovation and the issuance of the tax credits upon completion and certification of the renovation costs. We have been very fortunate to have Dan Gecker guide and assist us through each step of the process, the next of which will consist of signing an operating agreement and lease between entities.

Audit process – FY24

- Audit of St. Joseph's Villa, Foundation and Housing Corp are all complete.

990s – FY24

- The next step is completion of the Form 990s for all four organizations.
- Returns are due to the IRS with an extended deadline of May 15th.
- The Finance Committee will review all four returns and each Board will receive a copy of their Form 990 prior to filing with the IRS.

Budgets – FY26

- Budget process has begun. Leaders are trained in the software and are entering their own data this year. Our first round meetings begin on March 3rd.
- The subsidy calculation from the Foundation to the Villa operations is (\$47 thousand) less than the prior year.

Financial Statements

ST. JOSEPH'S VILLA
2/14/2025
FY 2025 SUMMARY OPERATIONS REPORT
FOR SEVEN MONTHS ENDED JANUARY 31, 2025 - Preliminary - UNAUDITED

PROGRAM		FY2025			FY2024	FY25-FY24
		ACTUAL*	BUDGET*	F/(U) VAR	ACTUAL*	F/(U) VAR
CHILDREN'S EDUCATIONAL SERVICES	REVENUE	2,408,181	2,533,909	(125,728)	1,933,587	474,594
	EXPENSE	(1,900,394)	(2,070,198)	169,804	(1,772,651)	(127,743)
	INDIRECT	(184,399)	(173,143)	(11,256)	(158,653)	(25,746)
	SUB-TOTAL	323,388	290,567	32,820	2,283	321,104
AUTISM EDUCATIONAL SERVICES	REVENUE	5,311,165	5,418,180	(107,015)	4,537,260	773,905
	EXPENSE	(3,318,058)	(3,792,468)	474,410	(3,020,820)	(297,238)
	INDIRECT	(274,529)	(258,530)	(16,000)	(231,792)	(42,738)
	SUB-TOTAL	1,718,577	1,367,182	351,395	1,284,648	433,930
FLAGLER HOUSING & HOMELESS SERVICES	REVENUE	1,692,919	1,816,338	(123,419)	1,813,729	(120,810)
	EXPENSE	(1,463,118)	(1,638,187)	175,069	(1,684,976)	221,858
	INDIRECT	(198,946)	(189,235)	(9,711)	(176,576)	(22,370)
	SUB-TOTAL	30,854	(11,084)	41,939	(47,823)	78,677
COMMUNITY TRAINING AND SUPPORT SERVICES	REVENUE	28,275	36,000	(7,725)	25,893	2,382
	EXPENSE	(73,119)	(81,912)	8,793	(70,904)	(2,214)
	INDIRECT	-	-	-	0	0
	SUB-TOTAL	(44,844)	(45,912)	1,068	(45,012)	168
DEVELOPMENTAL DISABILITIES SERVICES	REVENUE	826,452	885,159	(58,707)	704,225	122,226
	EXPENSE	(927,280)	(843,583)	(83,697)	(713,778)	(213,502)
	INDIRECT	(102,686)	(97,720)	(4,965)	(86,836)	(15,850)
	SUB-TOTAL	(203,513)	(56,144)	(147,370)	(96,388)	(107,125)
DAY TREATMENT SERVICES	REVENUE	695,315	922,711	(227,396)	654,322	40,993
	EXPENSE	(736,516)	(859,185)	122,670	(668,740)	(67,776)
	INDIRECT	(133,785)	(125,903)	(7,882)	(116,842)	(16,943)
	SUB-TOTAL	(174,985)	(62,377)	(112,608)	(131,260)	(43,725)
BEHAVIORAL HEALTH SERVICES	REVENUE	806,755	1,040,391	(233,637)	866,235	(59,481)
	EXPENSE	(920,115)	(960,329)	40,213	(1,005,607)	85,491
	INDIRECT	(108,952)	(88,260)	(20,692)	(81,532)	(27,419)
	SUB-TOTAL	(222,312)	(8,197)	(214,116)	(220,904)	(1,409)
CLIENT SUPPORT SERVICES	REVENUE	36,731	35,268	1,463	41,641	(4,910)
	EXPENSE	(407,489)	(396,995)	(10,493)	(375,168)	(32,321)
	INDIRECT	85,367	86,606	(1,238)	80,133	5,234
	SUB-TOTAL	(285,390)	(275,122)	(10,268)	(253,394)	(31,996)
AGENCY SUPPORT SERVICES	REVENUE	683,131	541,155	141,976	532,957	150,174
	EXPENSE	(2,076,144)	(2,053,716)	(22,428)	(1,715,236)	(360,908)
	INDIRECT	917,929	846,184	71,745	772,346	145,583
	SUB-TOTAL	(475,084)	(666,376)	191,292	(409,933)	(65,151)
* TOTAL REVENUE		12,488,924	13,229,111	(740,187)	11,109,849	1,379,075
TOTAL EXPENSE		(11,822,232)	(12,696,573)	874,341	(11,027,879)	(794,353)
TOTAL INDIRECT		0	(0)	0	248	(248)
TOTAL OPERATIONS		666,692	532,538	134,153	82,218	584,473

* Actual and Budgeted revenue does not include the subsidy to the Villa of \$.999 million for FY2025 and \$.990 million for FY2024

Advancement

FY25 Fundraising Progress

Annual Giving:	\$881,151	Housing Success Center:	\$3,270,928
Gov. Grants:	\$2,971,994	Speaking/Training:	\$32,625
Private Grants:	\$873,000		

Total: \$4,758,770 (excluding Housing Success Center)

Annual Giving

- Thus far in FY25, the Annual Fund has raised \$607,673 (103% of our \$590,000 goal)!
- The Tax Mailing dropped at the end of January to all donors who made personal gifts in 2024. We also sent stewardship Valentines to 500 supporters in February and the Spring Seed Mailing will drop at the end of this month.

Grants and Major Gifts

- Thus far in FY25, we have been awarded \$873,000 in private grants and more than \$2.9 million in government grants. Of the private grants, \$631,000 is for Flagler, \$85,000 is for CATS, \$95,000 is for mental health, and \$70,000 is for capital needs.
- Recent private grants received: Scott Foundation \$50,000, Sauer Lewis \$50,000, Duff Trust \$5,000, Anonymous \$50,000, Publix \$10,000, Sentara \$40,000, Atlantic Union Bank \$5,000, United Way (2 grants) \$39,000, among others.
- We're already working on grants for FY26 and have submitted LOIs to the Cameron Foundation and Bon Secours, both for Flagler Petersburg. We also have pending proposals with Bank of America, the Morgan Trust, the Plageman Family Foundation, Richmond Rotary, Dominion, and the Harrison Foundation.

Planned Giving

- Current number of Archway Society members: 58 (34 legacy members and 24 living members)

Events and Trainings

- Thus far in FY25, John has conducted nearly 30 training courses and has reached nearly 1,500 people! Upcoming trainings include VA Headstart conference, Circles of Peace, VA Cooperative Extension Child Abuse Prevention Summit (keynote), Health Brigade, VAAEYC conference, Southeastern School Behavioral Health conference, Families Forward Virginia, and Southeastern School Climate conference.
- Hard Hat Tours of Cottage 5 will begin this Spring. Please consider visiting and inviting friends.

- Registration is now open for the Innsbrook Classic on May 12th at the Federal Club! More information about teams and sponsorships can be found at innsbrookclassic.org. Thus far, we've raised nearly \$90,000!
- PJ and Mary will be conducting a "Lunch and Learn" at Bank of America on March 19.

Volunteers and Community Engagement

- We have been selected by Altria via the Community Foundation for another large-scale project this Spring. We will be focusing on making improvements to "Cottage 7" and our Day Support program! This project comes with ~\$15,000 in funding.
- Spring garden volunteers are in full swing! We've had groups from Bank of America and Allianz out thus far in 2025, and a group from Mason & Hanger will be here in April. Truist has also supported us this month by assembling hygiene kits for Flagler.

Public Relations & Advocacy

- We held our second annual Villa Lobby Day on February 5 at the Virginia General Assembly, where staff and board members engaged in productive discussions with 10 senators and delegates. Lobby Day also coincided with Housing Advocacy Day, attended by members of our Flagler team.
- Senator Lashrecse Aird visited for a tour of our programs on March 12.
- We launched an advertising campaign for our Special Education Teacher Job Fair on February 26, which included social media and Spotify ads, and a billboard ad on Parham Road.
- We are partnering with Henrico's media team to raise awareness of the Crisis Receiving Center leading up to its anniversary in April. Our plan includes a media pitch featuring a parent testimonial and program outcomes, and a new social media video that their film crew will help us produce.
- Our new line of Villa swag is here! Staff and students are sporting the latest t-shirts, hoodies and sweatpants throughout campus.