

**Tidewater Youth Services Commission
Meeting Minutes
May 04, 2020**

Attending: Dr. Cynthia Blakeslee, Ms. Katherine Grimm, Ms. Jenny Hodge, Ms. Kimberly Jennings, Ms. Pamela Little-Hill, Ms. Beth St. John, Ms. Ginger Ploeger & Mr. Shawn Sawyer

Not attending: Mr. Carl Faison, Mr. Azeez Felder, Mr. Rusty Jordan and Ms. Olymphina Perkins

Staff: Ms. Jenny Hodge, Ms. Ginger Ploeger & Mr. Shawn Sawyer

Guests: None

Call to Order: The Chair, Katherine Grimm, called the May 04, 2020 meeting of the Tidewater Youth Services Commission to order at 11:32 a.m.

- I. **Review of Minutes:** The minutes of the February 03, 2020 meeting were distributed & reviewed. There were no noted corrections. A motion to approve the February minutes as written was made by Kim Jennings and seconded by Beth St. John. The members voted and the minutes were accepted unanimously.

II. **Items Carried Forward:**

A. **Tidewater Youth Services Foundation (TYSF):** Jenny Hodge

Jenny Hodge updated the TYSC Board on the following:

- Grant Application Submitted: April 27, 2020

OJJDP FY 2020 Strategies To Support Children Exposed to Violence; Funding Opportunity Announcement: OJJDP-2019-14964; CFDA Number: 16.818

Tidewater Youth Services submitted an application on April 27th for the OJJDP FY 2020 Strategies To Support Children Exposed to Violence grant for services to be conducted within the City of Franklin.

The proposed models and programs for the Comprehensive School-Based Program aligns well with the overall goals to reduce the instances of violence and victimization of children and youth in the City of Franklin.

- The first goal for this proposal is to reduce the incidences of violence through accountability efforts for juvenile offenders.
- The second goal for this proposal is to respond to the victimization of children in the City of Franklin that may occur in the community, school, or family system.
- The third goal for this proposal is to increase protective factors to prevent juvenile violence, delinquency, and victimization.

Objectives: Expand School-Based Case Management Program

- 2 case managers at both J.P. King Jr., Middle School and Franklin High School
- Provide outreach services to S.P. Morton Elementary School
- Work with the Planning Teams (CPMT and FAPT) to create a community-wide strategic plan to prevent juvenile violence according to the strategies of *Striving to Reduce Youth Violence Everywhere: CDC's National Initiative to Prevent Youth Violence*.

The Commission should hear back regarding this grant award from OJJDP in September or October.

- TYSC will also be pursuing a grant to fund Girls Circle for girls receiving diversion services in the 3rd and 5th Districts.
- At this time, the Foundation is focusing concerted efforts on the pursuit of securing grants as traditional fundraising efforts are more challenging than in years past as there are considerably more nonprofits.

B. Westhaven Capital Campaign: (Update)

- As Shawn reported at the February meeting, Virginia Thumm of Virginia Fundraising Consultants estimates that approximately \$300k could be raised through community donations to rebuild Westhaven Boys Home. Again based on her assessment, thus far for the Westhaven Capital Campaign feasibility study, Virginia has determined that The Commission will likely need to ask for the State's assistance with some of the funding to rebuild Westhaven or utilize Commission funds to offset the expense that cannot be raised by community donations alone.
- The Tidewater Youth Services Foundation Board is actively working on recruiting new members to assist the current members for when the Commission is able to move forward with start of the capital campaign.
- The Commission will likely need to request the State's assistance with funding if Delegate Heretick's request of \$500k is not funded in the Governor's new fiscal budget.
- The Architect has drafted a plan to reduce the original projected size of the building from 7,500 sq. ft. to 6,000 sq. ft. due to the blue print of the building and to meet all parking and sewer requirements. This will still double the current size of the Westhaven Boys Home. The architectural renderings have been completed and provided to the Commission.
- Westhaven's population has been lower during the Covid-19 pandemic but at the last Board meeting, Shawn reported a population of 13 youth. The project to rebuild Westhaven is still estimated to take approximately six months as long as there are no major setbacks and this would include potential issues that may be related to business operations being impacted by a possible resurgence in Covid-19 incidents.

C. Independent Living Program: (Update)

- TYSC met with DJJ regarding the expansion of the Apartment Living Program to serve Fostering Futures youth who have been crossover youth involved in or touched by both the child welfare and juvenile justice systems. DJJ suggested that TYSC meet with a local DSS Director to dialogue about whether there may be any barriers to utilizing Fostering Futures funding for these youth/young adults if they were to reside in the Commission's independent living program. TYSC met with Portsmouth DSS Director, Pamela Little-Hill, and a team of her supervisors in early March. Shawn extended his gratitude to Pam and her staff for giving input, suggestions, and ideas for best serving the 18-20 year old Fostering Futures youth. There were no noted concerns shared regarding utilizing the funding to serve these youth. TYSC reported to DJJ regarding the outcome of the meeting and is currently awaiting a decision from DJJ regarding the expansion request. DJJ's efforts have been focused primarily on managing Covid-19 operations and protocol at this time.

D. Items from Members or Staff: None

III. New Business

A. Presentation Fiscal Year 2021 Budget Proposal & Committee Recommendations: Beth St. John & Pamela Little-Hill

Note: The Finance Committee met at 10:45am this morning to review the proposed budget.

- FY 2021 Proposed Budget “unremarkable”
- Group Home per diem rate increase \$225. This is to cover the added expense of meeting the unfunded federal mandate of the Qualified Residential Treatment Provider (Q RTP) requirement of the Families First Act
- VJCCCA and local funding levels remain stable for FY2021
- TYSC has not been notified of any changes to funding from member localities
- no reported changes in funding from DJJ to the Reentry and Apartment Living programs
- personnel budget reflects the removal of assistant director positions at CBCS and COFY
- 4.8% increase health insurance premium
- 2% increase Virginia Municipal League (VML) Insurance Premium
- Independent Living Program budget will 4.55% has been developed as a separate budget and will be added into the operational budget should the expansion be approved
- Norfolk CSU has increased VJCCCA spending on COFY services by \$25k for FY 2021
- CSA Revenue Projections have been reduced from \$694k to \$384k

Beth St. John made a recommendation on behalf of the finance committee to accept the proposed FY 2021 TYSC Budget as presented. All members voted unanimously to accept the proposed budget.

B. March Financials:

- 1st half of the year the group homes were operating at 30-40%
- TYSC showed a net gain of \$80,810.25 at the end of March
- The Governor declared a State of Emergency on Thursday, March 12th
- April-June revenue historically drops for the Commission
- May will be a 3 pay period month
- TYSC hopes to maintain a solid financial standing by continuing keep positions “frozen” or vacant, utilize existing staff where needed in revenue-generating department
- Food Expenses have increased in group homes as residents are no longer in school for breakfast & lunch during the week however mileage reimbursement expenses in the non-residential departments have gone down due to travel being down
- Expenses for Masks & Additional Sanitation Supplies
- VBCSU could be in a position to return VJCCCA funds this year

C. Covid-19:

- Shawn continues to update staff regularly on new protocol
- Staff & residents following CDC Guidelines

D. Bylaws: Resolution Discussion/In-Person Vs. Virtual/Phone Conference Attendance

The Board Discussed that the TYSC current Bylaws do not address members being able to participate in TYSC Board meeting by means of virtual or phone conference in any circumstances as it is not referenced. Virginia Code 2.2-3708.1 addresses participation in meetings in the event of an emergency or personal matter; certain disabilities and distance from meeting location for certain public bodies. In addition, as Boards and Commissions have grappled during the pandemic with how to manage how to conduct required public body business while maintaining social distancing, the Governor has made recent amendments (see <https://budget.lis.virginia.gov/amendment/2020/1/HB29/Enrolled/GE/>) and the below summary:

2020 Session

Budget Amendments - HB29 (Governor's Recommendations)

GOVERNOR'S RECOMMENDATIONS

"I approve the general purpose of this bill, but I am returning it with a request for the adoption of 37 amendments. I am grateful to each member of the House of Delegates and the Senate of Virginia for your dedicated work and your timely passage of this budget.

In a typical year, House Bill 29—known as "the caboose bill"—receives only technical revisions since it adjusts only the final few months of the current fiscal year that ends on June 30. COVID-19 makes this year different. I am proposing the following measures to ensure that we are able to respond to the pandemic between now and June 30. (Additional changes will be required in House Bill 30.)

Other example of emergency-related flexibility includes:

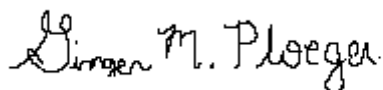
- provisions for public bodies to meet electronically when circumstances related to an emergency—such as social distancing—make it impractical to meet in a single location

The Board agreed that Shawn should draft bylaws to address meeting electronically to present at the next meeting.

E. Items from Members or Staff: None

F. Adjournment: There being no further business, Katherine Grimm motioned that the meeting be adjourned. Beth St. John seconded the motion. All board members agreed and the meeting was adjourned at 12:35 p.m.

Respectfully Submitted,



Ginger M. Ploeger
Deputy Director
Tidewater Youth Services Commission
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