

Tidewater Youth Services Commission
Meeting Minutes
April 4, 2022

Attending: Dr. Cynthia Blakeslee, Ms. Katherine Grimm, Ms. Beth St. John, Ms. Kimberly Jennings, Mr. Rusty Jordan, Mr. Harry Cromer & Mr. Carl Faison

Not attending: Ms. Olymphina Perkins

Staff: Ms. Jenny Hodge, Ms. Vicki Hubbard, & Mr. William Wimbush

Guests: None

Call to Order: The Chair, Katherine Grimm, called the April 4, 2022 meeting of the Tidewater Youth Services Commission to order at 11:35 a.m.

I. Review of the previous meeting minutes:

The minutes of the March 7, 2022 meeting were reviewed. A motion was made to accept the minutes as recorded by Ms. Jennings and was seconded by Mr. Jordan. The motion was carried.

II. Items Carried Forward:

A. Tidewater Youth Services Foundation

Ms. Hodge reported the next Foundation fundraiser is scheduled for April 26-27 and is the second annual Maker's Kraft Love of Beer Fundraiser. They have sold 10 tickets so far. The virtual option will be from April 25th through the 29th.

The Foundation Board will be meeting again the 2nd week of May.

Spring Break and summer pro-social planning is now being conducted for the programs. They have been doing basic skills with residents but now they are doing a more in-depth independent living skills program and taking a week to teach each skill. Ms. Jennings brought up the fact that some youth may not be in the program long enough to get a good skill set. Ms. Hodge stated that this is a pilot program and they are willing to tweak things as they build their own evidence-based program. Currently Jessica is going to each group home 1 day a week – she is bringing in experts in each of the subjects they are teaching.

B. Tidewater Youth Service Commission Update:

Ms. Hodge introduced the new Deputy Director for TYSC, Mr. William Wimbush. Currently, Mr. Wimbush is building a partnership with Tidewater Community College's Associate Degree program for youth in the programs. He is also trying to tackle the staffing issues in the Commission.

Ms. Hodge stated that she is continuing staff appreciation activities for the employees of the Commission.

The VJCCCA plan is due today and Ms. Hodge is working to complete that task.

Ms. Hodge reported that Erica Palmer is now the Director of Crisis/Lynnhaven as the previous director has resigned. They are currently trying to hire a Deputy Director.

C. Items from Members or Staff: None

III. New Business

A. Financials

Ms. Hubbard passed out the financial information to the Board. She reported on the current status of the overall net worth of the Commission and results for the month of February 2022.

Ms. Hubbard stated that after a discussion with the Lead Auditor for the Commission, it was suggested that they do a 2 year audit, and push this audit back to May. The years will be separated in the booklet and there will actually be two separate audits but they will be done at the same time, due to the delay because of the issues already discussed.

A motion was made by Ms. Jennings and seconded by Mr. Cromer to do a two year audit, with and interim in between, to allow time to get all of the Commission information ready. This motion was carried.

Ms. Hubbard stated that documents from the auditors are included in the packets given to the Board Members. These are the agreements between the auditors and the Commission. She also stated that since the financials come under the Board Treasurer in the by-laws, she feels the financial director should be able to report any issues to the Treasurer of the Board, as well as to the administration. Mr. Jordan asked how the grievance procedure of the Commission is currently set up. Ms. Hodge state that in the past, grievances went to the Deputy Director.

B. Replacements for Executive Committee

Ms. Grimm asked for volunteers for an interim Vice-Chair and Secretary/Treasurer, as both of these positions will be vacated on the board in May. Ms. Jennings volunteered to be Vice-Chair and Dr. Blakeslee volunteered to be Secretary/Treasurer until elections in June.

C. Motion to go into closed session to consider personnel issues was made by Katherine Grimm at 12:15pm.

The motion was seconded by Elizabeth St. John. The roll call vote was unanimous in the affirmative. A motion was made to come out of closed session. The roll call vote was unanimous in the affirmative and the Board came out of closed session at 2:20 pm.

D. A Motion was made by Mr. Faison that after consideration of multiple candidates for Executive Director, the board make an offer of employment to LaQuiche R. Parrott, Ed.D. The motion was seconded by Mr. Cromer. The motion was carried.

E. Items from Members or Staff: None

F. Adjournment: There being no further business, a motion was made to adjourn the meeting at 2:22 pm. All board members were in agreement and the meeting was adjourned at 2:22 p.m.

Respectfully Submitted,

Elizabeth F. St. John

Elizabeth F. St. John
Secretary/Treasurer
Tidewater Youth Services Commission Board