

**Tidewater Youth Services Commission
Meeting Minutes
December 6, 2021**

Attending: Dr. Cynthia Blakeslee, Ms. Katherine Grimm, Ms. Pamela Little-Hill, Ms. Beth St. John, Ms. Kimberly Jennings, Mr. Carl Faison, Mr. Rusty Jordan, & Olymphina Perkins

Not attending: Mr. Azeez Felder

Staff: Ms. Jenny Hodge

Guests: None

Call to Order: The Chair, Katherine Grimm, called the December 6, 2021 meeting of the Tidewater Youth Services Commission to order at 11:41 a.m.

I. Review of the previous meeting minutes:

Review of the October minutes was tabled until a later date. The minutes of the November meeting were reviewed. A motion was made to accept the minutes by Ms. Little-Hill and was seconded by Mr. Faison. The motion was carried.

II. Items Carried Forward:

A. Tidewater Youth Services Foundation

Jenny Hodge reported the Santa Claus Shuffle is scheduled for this coming Sunday, December 12th. The Foundation is buy getting ready for the event. They have 174 registered runners and more than enough sponsors to pay for the event.

B. Tidewater Youth Service Commission Update:

Ms. Hodge stated the Commission is working on getting all of the staff trained in "Handle with Care". New staff have been trained and now they are making sure all employees have the training.

C. Items from Members or Staff: None

III. New Business

A. Financials

Ms. Hubbard was not able to be in attendance today, however, she sent the financials for the Board to review. She is working on the audit and quarterly financials.

Ms. Hodge stated that Ms. Hubbard is soliciting for proposals for a new IT company after issues with the company arose during the last several months. The current company has not responded to requests from Ms. Hodge or Ms. Hubbard. Ms. Hodge has reviewed these issues with an attorney.

B. Group Home Status

On January 1st, the cap at Crisis will be moved up to 8 and will be moved up to 10 on February 1st. They have new staff and are waiting until they are fully comfortable and confident before admitting more youth.

Ms. Hodge also reported that Challenge Outreach is doing well and Westhaven will be full this week. COFY may have some staff shortages but they are doing well also. Re-Entry and Apartment Living are doing well and have waiting lists for entry

C. Motion to go into closed session to consider personnel issues was made by Katherine Grimm at 11:59 am. 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 and seconded. The roll call vote was unanimous in the affirmative and the Board came out of closed session at 1:29 pm.

D. Motion by Ms. Grimm to review applications, screen new applications, and set up any necessary interviews by the end of December, 2021. The motion was seconded by Dr. Blakeslee. The motion was carried.

E. Items from Members or Staff: None

F. Adjournment: There being no further business, Ms. Grimm motioned that the meeting be adjourned. All board members were in agreement and the meeting was adjourned at 1:30 p.m.

Respectfully Submitted,

Elizabeth F. St. John

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