

Tidewater Youth Services Commission
Meeting Minutes
June 6, 2022

Attending: Mr. Harry Cromer, Ms. Katherine Grimm, Ms. Kimberly Jennings, Mr. Rusty Jordan, Ms. Olymphina Perkins, & Dr. Cynthia Blakeslee

Not attending: Mr. Carl Faison

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

Guests: None

Call to Order: The Chair, Katherine Grimm, called the June 6, 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 May 9, 2022 meeting were reviewed. A motion to accept the minutes as recorded was made by Mr. Jordan and was seconded by Ms. Jennings. The motion was carried.

II. Items Carried Forward:

A. Tidewater Youth Services Foundation

Ms. Hodge reported on the Capital Funds Campaign. Donations for the Westhaven Group Home Building are 10% on the way toward the capital improvement goal which is a good sign given that the campaign has not actually begun. One Richmond firm has demonstrated interest in participating in this campaign.

B. Tidewater Youth Service Commission Update:

Ms. Hodge reported that the contract position for the finance position has been posted. Proposals for this position are being accepted until June 22 with an anticipated start date of July 1, 2022.

Mr. Wimbish reported that three staff members attended the Gang Initiative Training held in Chesapeake. Discussions related to the potential for developing additional programming for youth who may be targets for gang recruitment or who may be affected by gang affiliation occurred. Research is ongoing to develop programs and services for this population.

C. Items from Members or Staff: None

III. New Business

A. Financials

- ***Ms. Hubbard*** passed out to the Board the July 1, 2021 to April 30, 2022 Fiscal Year Comparison Budget. She discussed gains in revenue for the month of April. She reported that the Commission has 6.1 million in assets and 2 million in liabilities. Cash accounts include 3.5 million from checking and savings accounts. By the end of the year, the budget should be in the black. Current audit is still ongoing.

- B. Ms. Hodge reported issues related to increasing salaries for current employees and current vacant positions. A motion was made by Ms. Jennings who motioned that the Commission increase by 25% the amount agencies pay for placement services beginning in July 2022. . Ms. Perkins seconded the motion. The chair, Ms. Grimm, called for a vote on the motion. The motion to accept the proposal to increase by 25% the amount agencies pay for placement services was voted on and unanimously approved.
- C. Board members agreed to meet again on June 22 at 1 o'clock to discuss payscale adjustments.
- D. A motion to go into closed session to consider personnel issues was made by Katherine Grimm at 1:25 pm. The motion was seconded by Cynthia Blakeslee. 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 2:19 pm.
- E. A motion was made by Ms. Perkins to close the advertisement for the executive director position and to reopen the position on July 1 with the higher salary. Mr. Cromer seconded the motion. The chair, Ms. Grimm, called for a vote on the motion. The motion to close the advertisement for the executive director position and to reopen the position on July 1 with the higher salary position was voted on and unanimously approved.
- F. **Items from Members or Staff:** None
- G. **Adjournment:** There being no further business, a motion was made to adjourn the meeting at 2:23 pm. All board members were in agreement and the meeting was adjourned at 2:23 p.m.

Respectfully Submitted,

Cynthia D. Blakeslee

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Secretary/Treasurer (Interim)

Tidewater Youth Services Commission Board