

**Tidewater Youth Services Commission
Meeting Minutes**

July 10, 2023

Attending: Mr. Harry Cromer, Mr. Kevin Curling, Mr. Carl Faison, Ms. Kimberly Jennings, Mr. Gregory Smith, Mr. Al Steward, Ms. Deanna Valentine, and Dr. Cynthia Blakeslee.

Not attending: Mr. Rusty Jordan

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

Guests: None

1. **Call to Order:** Kim Jennings, Acting Chairman due to the recent retirement of Katherine Grimm, called the July 10, 2023 meeting of the Tidewater Youth Services Commission to order at 11:34 a.m.

2. **Review of the previous meeting minutes:**

The minutes of June 5, 2023 meeting were reviewed. A motion to accept the minutes was made by Ms. Valentine with the addition of the suggested correction and seconded by Mr. Smith. The motion to accept the minutes was voted on and carried unanimously.

3. **Items Carried Forward:**

A. Tidewater Youth Services Foundation:

Ms. Jennings welcomed Ms. Wray, the new executive director of the Tidewater Youth Services Foundation. Board member introductions followed.

B. Tidewater Youth Services Commission Update:

Mr. Wimbish discussed continued staffing issues currently existing at the Crisis Home. Full staff patterns are still contingent on the time necessary for background checks and completion of required 40 hours of training for new hires. Mr. Wimbish indicated that the background process has been faster than previous times. Instead of 6 to 8 weeks, current background checks took one to two weeks. Ms. Valentine suggested that she was informed that the background checks would be completed in 24 to 48 hours. Ms. Valentine will look into this. Ms. Jennings asked if any adjustments to including scenarios in training to include real world situations; Mr. Smith suggested adding questions to determine potential hires motivation for choosing the position to identify those who do not believe in the capacity of individuals for change. Mr. Wimbish indicated that this has been discussed with leadership but staffing issues may make some components of introducing new hires to scenarios during the interview difficult. Mr. Wimbish added as full staffing patterns are in place, there would be greater capacity to include more scenarios in the training protocols. Mr. Wimbish added that staffing patterns have improved with the addition of a cook and a facility secretary. The additional staff members have improved the overall functioning of the facility as well as documentation for the program. Ms. Hodge added that two interns should provide additional staffing beginning September 11.

DJJ has determined that going forward MOA programs will be funded with a per diem and per hour model funding rather than a direct pay program. This change begins September 30th. However our new contracts must be made with AMI clients prior to that month for billing purposes. The DJJ has developed a per diem per day bed budget with a no contest provision for bed provisions that aligns with last year's fiscal budget for the Apartment Living program. The per diem budget has the potential for a ceiling of only 5-8% increase for all

expenses for the future.

The second program identified for the per diem model is the Re-Entry Program. Numerous issues with the per diem model were identified that adversely affect the funding of the Reentry Program. The overall situation for funding with this program through the per diem model is not favorable. The current funding plan is not adequate for the types of services provided for this program even with the successful outcomes demonstrated. Ms. Hodge added that if the service does not fall into a billable category, the Commission will not be able to provide the service. These funding changes will likely result in re-entry services being provided by Community Based. Ms. Hodge will be developing a projection for a quality sustainable program and the services that should be provided for a youth in the first 30 days.

Ms. Hodge updated information on the meeting with Tim Copeland, who is the real estate attorney responsible for negotiating Virginia Beach's real estate contracts. Currently, he is neither able to approve or disapprove the requested contract for an extended lease. According to Mr. Copeland, city council would like to use the Lynnhaven property for high occupancy housing but would like to investigate the possibility of both extending our Lynnhaven lease and also developing the property for high occupancy housing. Council members who will ultimately make the decision have been invited to tour the facility. Until a longer lease can be acquired, a month to month lease will continue. Major improvements to the facility cannot be justified without a long term lease.

4. New Business

A. Financials

Ms. Hubbard provided the following updates for the end of year FY23 budget:

- Rebuild of new computing system is complete which now allows the data to be inputted into the system. Consequently, current payments have been paid manually. Also, FY24 budget is pushed back to August as inputting of budget and financial data into the new system is still in process.
- Current cash flow will necessitate \$500,000 transferred to Ms. Hodge to be placed in the LGIP account which brings that account to 3.2 Million Dollars. This has resulted in no need in current fiscal year to transfer monies from investment account to pay operating costs or salaries.
- New hires at Crisis will result in the need for a revised budget to address these salaries.
- Attorney is assisting with developing the letter of notification to inform potential victims of the breach in the data. This letter should be going out in the next few weeks. The attorneys have provided Ms. Hodge with the script that will be used to assist any one whose identify has been compromised as a consequence of the breach.

B. Board Officers, Committee Members, and TYS Appointments

Discussion occurred regarding the nominating process for the chairperson, vice chair, and the secretary-treasurer position and the Commission's committee membership. The Finance Committee is composed of the secretary-treasurer and two additional members; two Board members serve on the Foundation Board; and the Executive Board is composed of the chair, vice-chair, and the secretary-treasurer. Dr. Blakeslee nominated Ms. Jennings to continue as the chairperson. Ms. Jennings declined due to a conflict.. Following additional discussion by the Board, Dr. Blakeslee nominated the following to the Commission Board: Mr. Smith to serve as the chairperson; Mr. Curling to serve as vice-chair; Ms. Valentine to serve as secretary-treasurer; Finance Committee membership of Ms. Valentine and Mr. Stewart; and Foundation Board membership of Mr. Smith and Ms. Jennings. The motion was seconded by Mr. Cromer. Ms. Jennings called for a vote, which was carried unanimously.

C. Items from Members or Staff:

Mr. Smith shared an encounter in the community with a father following the loss of his daughter two days prior due to a drug overdose. When asked by Mr. Smith if there was anything he could do for him, the father said, "There is one thing: Keep helping children." Mr. Smith was encouraged by this and shared this to encourage us in our role of serving children.

Ms. Hodge shared successful outcomes for the Apartment Living Program over the past five years. Since 2016-17, sixty-one individuals have completed the program successfully and of those who completed the program successfully, 68% have not seriously reoffended. These are outstanding program outcomes. Additional research questions should address the reasons some did not successfully complete the program and what circumstances resulted in some reoffending.

D. Closed Session: A motion to go into closed session to consider personnel issues as permitted by Virginia

Code § 2.2-3.711 (A) (1) was made by Ms. Jennings at 1:03 to go into closed session. The motion was seconded by Mr. Smith. The roll call vote was taken and was unanimous in the affirmative.

A motion was made by Ms. Jennings to reconvene in public session and certify that the only matters discussed during the closed session just concluded were those both lawfully exempted from the open meeting requirement and identified in the motion which the closed session was convened. The motion was seconded by Mr. Faison. The roll call vote was unanimous in the affirmative and the Board came out of closed session at 1:38 pm.

E. Adjournment: There being no further business, the meeting was adjourned by the chair at 1:40 P.M.

Respectfully Submitted,

Cynthia D. Blakeslee

Cynthia D. Blakeslee, Ph. D.

Secretary/Treasurer (Interim)

Tidewater Youth Services Commission Board