

Tidewater Youth Services Commission Board of Commissioners

Meeting Minutes

March 6, 2023

Attendance:

Board Members: Al Steward, Rusty Edwards, Carl Faison, Harry Cromer, Kevin Curling, Deanna Valentine, Greg Smith, Kimberly Jennings,

Staff Members: Jenny Hodge, William Wimbish, and Vicki Hubbard.

- 1) **Call to Order:** Vice-Chair, Kimberly Jennings, called the meeting to order 11:32am
- 2) **Review of Minutes:** Tabled minutes from the February 6, 2023 meeting
- 3) **Items Carried Forward:**
 - a) *TYS Foundation Report:*
 - i) Event: For the Love of Beer was successful and the funds will be used for the various program's donation and foundation accounts.
 - ii) Second Chances and Renovation Campaign has raised between 72%-75% towards the goal. Grant application for roofing needs has been submitted to Blocker Foundation. Should here results in May, 2023.
 - b) *TYS Commission Report:*
 - i) Crisis Intervention Home
 - (1) Hiller is working on the fire suppression system. Parts and labor have been delayed but hopeful to have this part of the process completed by mid-March.
 - (2) Staffing plan – more than enough staff to open female side. Need 2.5 weeks from “okay” from DJJ to reopen.
 - ii) Community Based Services: need a combination of individual clients and groups to be fiscally solvent/break even.
 - (1) Parenting group available to all localities. Open group model with a closed cohort model.
 - (2) Can be tweaked to meet the needs of the youth and the localities.
 - iii) Casebook:
 - (1) Onboarding meeting for Casebook Case Management platform for TYSC (Tidewater Youth Services Commission). Our version of Badge.
 - (2) Goal is to have a database to track clients and give outputs/outcome information.
- 4) **New Business:**
 - a) *Administrative and Financial Updates:*
 - i) Data Breach/Ransomware Attack:
 - (1) Super Bowl Sunday, the server system of TYSC was ransomware.

(2) Working with the Virginia Risk Sharing Association and their Emergency Response Team to best respond and recover from the attack.

(3) Ms. Hubbard presented the recommended plan for “Remediation and Return to Normal Operation.”

(a) Plan approved by IT Consultant, VRSA, the Emergency Response Team, and TYSC Administration Team.

ii) Remolded Process of the Main Office:

(1) The process has been completed and we have a one-year warranty for all the renovations.

5) Closed Session:

a) A motion to go into closed session to consider personnel issues as permitted by the Virginia Code 2.2-3.711 (A)(1) was made by Rusty Jordan. The motion was seconded by Deanna Valentine. The roll call vote was taken and was unanimous in the affirmative.

b) A motion was made by Greg Smith to reconvene in public session and certify that the only matters discussed during the closed session just concluded were those lawfully exempt from the open meeting requirements and identified in the motion which the close session was convened. The roll call vote was unanimous in the affirmative and the Board came out of closed session at 1:01pm.

6) Personnel Vote:

a) Rusty Jordan moved to affirm the job offer as presented to Ms. Hodge at the salary listed on the offer letter of \$101,730.

i) Greg Smith seconded the motion and all approved.

7) **Adjournment:** There being no further business, Kim Jennings made a motion to adjourn the meeting at 1:05pm. Deanna Valentine seconded the motion. All members present were in agreement and the meeting was adjourned.

Submitted and prepared by Jenny Hodge, May 1st, 2023.