

Tidewater Youth Services Commission

Meeting Minutes September 18, 2023

Attending: Mr. Kevin Curling, Ms. Kimberly Jennings, Mr. Al Steward, Ms. DeAnna Valentine, Dr. Cynthia Blakeslee, Mr. Rusty Jordan, and Mr. Gregory Smith.

Not attending: Mr. Harry Cromer and Ms. Vicky Hubbard.

Staff: Ms. Jenny Hodge, Ms. Vicky Hubbard, Mr. William Wimbush and Ms. Sarah Wray

Guests: Ms. Chendwa Webb

1. **Call to Order:** Mr. Kevin Curling, the Vice-Chair, called the September 18, 2023, meeting of the Tidewater Youth Services Commission to order at 11:27 a.m.
2. **Review of the previous meeting minutes:**
The minutes of the August 7, 2023, meeting were reviewed. A motion to accept the minutes was made by Ms. Jennings minutes, seconded by Dr. Blakeslee. The motion to accept the minutes was voted on and carried unanimously.
3. **Items Carried Forward:**
 - A. **Tidewater Youth Services Foundation:**
 - Ms. Wray provided an update for the Volunteer Youth Recognition event on August 22, 2023. The event had a great turnout. About 75 people attended, and they received positive feedback and information from volunteers to prepare for next year's event. Also, the Independent Living Skill Program is expanding in the group homes, and this month's theme is legal. The children at Westhaven are receiving resources from volunteers and Jessica. Next month's agenda is automotive, which will teach the children how to spot a scam, buy a car, obtain insurance, etc. Also, the foundation is planning for the Santa Clause shuffle, which will be held on December 10, 2023. Any additional information about the event will be sent to the directors. Jessica and Sarah had an opportunity on Friday, September 15, 2023, to volunteer at Atlantic Union to assist another non-profit. They worked at a concession stand and made \$740.00. One of the Challenge Outreach families experienced a fire in their apartment. The foundation was able to assist with back-to-school items for the children.
 - B. **Tidewater Youth Services Commission Update:**
 - Ms. Hodge provided the ED report. The executive report discussed the Apartment Living Program and Second Chance Re-Entry Program. In addition, changes to billing were discussed.
 - Apartment Living Program Director, Amanda Cassimore presented on the program. The presentation included information on the program's structure, the average length of stay etc. Clients must wear an ankle monitor for sixty days. Clients must obtain employment and save a percentage of each paycheck to go towards driving to school, purchasing a vehicle, and funding so they can move out on their own. The program will accept community children. However, there's a waiting list, and the DJJ children would be first picked.
 - Mr. Jordan stated that the Department of Social Services in different localities is obtaining an abundance of children consistently that could use the resources for an Independent Living program and would like the Tidewater Youth Services Commission to consider it. Ms. Valentine stated that most children sent to the department for placement have DJJ involvement. However, for those reasons, the children get rejected from the typical placements. Mr. Jordan also stated that due to this situation, there's no place to place the children anymore, and he feels the system needs to be reevaluated so children can be placed and receive appropriate resources.

4. New Business

Financials Ms. Hodge provided the following updates.

- The committee was given binders created by Ms. Hubbard, which provided information on the past financial fiscal quarter and last year's financials. Per Ms. Hodge, Ms. Hubbard's team is still working on getting the data from CYMA to compare the revenue, salaries, etc.
- Ms. Hodge discussed upcoming billing changes to The Apartment Living Program billing process. The changes will take effect October 1, 2023. Bundling the plan would be easier for the agency and will cut the cost by \$5,000. The re-entry and the Adult Living program financial forecast was based on how much the program costs per year and divided by the expected youth who would be served by the number of months. This strategy would hopefully maintain the staffing pattern and ensure the less cost-effective yet high-provider services. Per Ms. Hodge, the monthly rate will ensure the program is profitable based on the numbers. However, there are times when the margins are slim, and anything extra goes into the Local Government Investment account.
- Crisis is not at capacity. Quality staffing is required to provide quality services to youth; however, to ensure this, residents have to be in place. Crisis is also being reviewed, as well as the community-based clinical services, because the hourly billing model for this department is complex for full-time employees.
- Challenge Outreach is billed as an electronic monitoring service. However, this includes case management, 24/7 crisis intervention, etc. Challenge Outreach provides not only electronic monitoring they response to crises in the community. However, the services may need a different marketing strategy, and the situation determines a crisis, so more are in the know of the resources.
- Mr. Smith questioned the status of the leave buyback policy. However, there has not been a meeting by the committee. The committee needs to collaborate with Ms. Hubbard to have a meeting.
- Ms. Hodges provided an update on the data incident. The Attorney General informed Ms. Hubbard that the correct terminology is data incident not a data breach.

C. Closed Session:

There was no business necessary for a closed session.

- D. Adjournment:** There being no further business, the meeting was adjourned by the vice chair, Mr. Curling, at 12:57 P.M.

Respectfully Submitted,

DeAnna Valentine

DeAnna Valentine MBA, MA

Secretary/Treasurer

Tidewater Youth Services Commission Board