



Rappahannock Area Office on Youth

405 Chatham Square Office Park · Fredericksburg, Virginia 22405
540.372.1149 · 540.372.1150 (fax)

Rappahannock Area Youth Services & Group Home Commission

Regular Meeting

Minutes

July 9, 2015

- I. Call to Order
Meeting was called to order by Chairman Duffy at 2:32pm. A quorum of voting members was present.
- II. Public Comment
No members of the public were present for public comment.
- III. Approval of Minutes
Mr. Nagle presented the minutes from the previous meeting on June 11, 2015. On motion of Ms. Krauss, second by 1st Sgt. Diggs, all present were in favor of approving the minutes as submitted.
- IV. Executive Director's Report
Mr. Nagle presented an update and overview of several items, to include:
 - a. *Financial Statements: Financial statements were not presented as the June closing numbers were not ready..*
 - b. *Program & Service Updates: Members were provided with a brief overview of the referral status for the programs of both divisions.*
 - c. *Case Management System: No updates were provided.*
 - d. *SEP/IRA Termination for RAOOY: Mr. Nagle presented a resolution that was required by Mutual of America to close out the SEP/IRA account that was used to fund a retirement account for OOO employees under the old system. On motion of Ms. Krauss, second by Ms. Crooks, all present were in favor of approving the resolution as presented.*
 - e. *Legal Services Agreement: Mr. Hefty presented an updated Legal Services Agreement to the membership. This agreement would back-date to July 1, and cover the FY2016 fiscal year. Fee would remain the same (\$12,000). On motion of Ms. Crooks, second by Ms. Krauss, all present were in favor of approving the agreement.*
- V. Old Business
 - a. *Advisory Council: Meeting pending. No news as of this time.*
 - b. *Employee Appreciation Activity: Ms. Krauss provided a proposal outlining the suggested plan for the event. She and 1st Sgt. Diggs worked the detail out for less than \$1,000, and requested that the membership approve the expenditure and begin to solicit RSVPs from staff to attend. No objection, budget was approved at the previous meeting. Chairman asked that Ms. Krauss work with Mr. Nagle to set up a method for gathering RSVPs from the staff and move forward.*
- VI. New Business
 - a. *Meeting Calendar: Mr. Nagle requested input on the continuing meeting calendar for the Commission. Members suggested canceling the August meeting. On motion of Ms. Krauss, second by Ms. Crooks, all present were in favor of canceling the August meeting and continuing in September.*
- VII. Adjourn and Next Meeting
The meeting was adjourned without objection at 3:16pm. Next regular meeting is September 10, 2015, at 2:30pm, at the Office on Youth.

Members Present:

Dr. Timothy Duffy, Chairman
 1st Sgt. Deuntay Diggs
 Ms. Donna Krauss
 Mr. Mark Whitley
 Mr. Bill Hefty, Legal Counsel

Ms. Gail Crooks, Vice Chairman
 Ms. Ann Heidig
 Ms. Laura Sellers
 Mr. Benjamin Nagle, Exec. Dir.
 Mr. Brendan Hefty, Legal Counsel