



Rappahannock Area Office on Youth

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Rappahannock Area Youth Services & Group Home Commission

Regular Meeting

Minutes

November 12, 2015

- I. Call to Order
Meeting was called to order by Chairman Duffy at 2:40pm. 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 October 8, 2015. On motion of Ms. Sellers, second by Mr. Whitley, 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: Mr. Nagle was unable to present the financial statements closing in October as they had not yet been released by the City.*
 - b. *Annual Report Update: Mr. Nagle provided members with copies of the FY2015 Annual Report which had been previously distributed by email. Members comments on various items, noting a few areas of concern. Members asked that Mr. Nagle schedule a work session in which members could ask questions regarding the process from referral to closing. This will be placed on January's agenda for further discussion and scheduling.*
 - c. *CYC Roof Replacement: Mr. Nagle presented the three estimates received from contractors to replace the roof at Chaplin. After brief discussion, Mr. Whitley made motion, second by Ms. Krauss, to accept the proposal by John Mills Jr. Roofing with a 30 year shingle product. All present were in favor. Mr. Nagle was directed to award the contract accordingly.*
- V. Old Business
 - a. *Advisory Council: Mr. Nagle provided a brief update on the activities of the Advisory Council. The Council will be providing input programs and services currently offered by the agency and looking at the potential for new programs or expansion of current services. The Council will also assist Mr. Nagle with the proposals for the Case Management Database.*
- VI. New Business
 - a. *Member Recognition: Mr. Nagle reminded the members that Ms. Sellers had requested that we draft a resolution recognizing Ms. Heidig for her service to the Commission as her last meeting will take place in December 2015. On motion of Mr. Whitley, second by Ms. Sellers, Mr. Brendan Hefty was directed to draft the resolution for presentation at the December meeting.*
 - b. *Agency Name Change: Members requested that this item be tabled at this time.*
 - c. *Ms. Krauss requested that the Stafford EDA be added to January's agenda and that members of the EDA be invited to attend the meeting.*
- VII. Adjourn and Next Meeting
On motion of Ms. Krauss, second by Ms. Crooks, the December meeting was changed to take place at 4pm, at 601 Caroline St, 7th Floor Conference Rm, due to the agency Holiday Party. The meeting was adjourned without objection at 4:10pm.

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