

Rappahannock Area Youth Services & Group Home Commission

Regular Meeting
Minutes
November 10, 2016

I. Call to Order

The meeting was called to order by Mr. Nagle at 4:12pm. A quorum of voting members was present. On motion of Mr. Whitley, second by Ms. Gallik, Dr. Duffy was named temporary chairman, as neither the Chairman nor Vice Chairman were present for the meeting. All present were in favor of the motion.

II. Public Comment

No members of the public were present for public comment.

III. Approval of Minutes

Mr. Nagle provided the minutes from the October 13, 2016, regular meeting. No changes or corrections were noted. On motion of Ms. Gallik, second by Ms. Krauss, all present were in favor of approving the minutes.

IV. Executive Director's Report

a. Financial Reports

Mr. Nagle presented a general ledger summary and balance sheet from the City's accounting system, closing October 31, 2016.

b. Data Reports

Mr. Nagle presented an overview of the bed days / utilization for Residential Services, effective October 31, 2016.

V. Old Business

a. Advisory Council Update

The Advisory Council met earlier in the week and discussed the Office's potential expansion to serve 18 to 24 year old young adults. The Advisory Council would like to take an active role in this effort and agreed to assist Mr. Nagle in developing a plan of action.

b. HVAC Systems Replacement Project Update

Mr. Nagle presented an overview and update of the HVAC project at Chaplin. At this point, all work has been completed and the project is being reviewed and finalized.

c. Holiday Staff Dinner Update

Mr. Nagle provided a brief update on the status of the dinner plan. The dinner will take place on December 14th, at the Hyatt Place Hotel. A contract has been signed and reservation requests will go out to staff tomorrow.

VI. New Business

No new business was noted.

VII. Adjourn and Next Meeting

Meeting was adjourned without objection at 5:45pm. Next meeting will take place on December 8, 2016, at 4pm.

Members Present:

✗ Mr. Greg Benton, Chairman

✗ Ms. Gail Crooks

✓ Ms. Christen Gallik

✓ Mr. Mark Whitley

✗ Mr. Bill Hefty, Legal Counsel

✗ Ms. Laura Sellers, Vice Chairman

✓ Dr. Timothy Duffy

✓ Ms. Donna Krauss

✓ Mr. Benjamin Nagle, Exec. Dir.

✗ Mr. Brendan Hefty, Legal Counsel