



## Rappahannock Area Youth Services & Group Home Commission

Regular Meeting Minutes

March 21, 2024

5:00pm

I. Call to Order

The meeting was called to order at 5:10pm by Dr. Duffy.

II. Public Comment

No members of the public were present.

III. Approval of Minutes

Mr. Whitley motioned to approve the November 16, 2023 meeting minutes. Ms. Krauss seconded the motion. All in attendance were in favor of approval.

IV. Budget and Finances

Mr. Fearon provided an update on the year-to-date financial report, noting that revenue and expenditures are tracking at about 65% overall. He discussed revenue not yet included for the PASS program and noted areas that appear overspent are due to capital improvement projects. Nothing of significance to report at this time.

There was discussion regarding the Local Choice health benefits for the upcoming year. Mr. Fearon reported that premiums are slightly higher than budgeted for, with 3% being passed along to the employee and 6% being paid by the agency. He reviewed the plan costs for this year versus last year and discussed the plan to compensate for increased cost to the agency. Dr. Frazier motioned to approve the health benefits plan as presented. Mr. Whitley seconded the motion. The motion passed with unanimous approval.

Mr. Fearon updated the membership on the receipt of the new lease from the landlord, reporting that it is higher than expected. It is a 5 year lease with a 3% increase each year, and includes an additional 1400 square feet due to the tenants next door vacating at the end of their lease. He discussed options the agency would have for additional classroom space with the extra square footage. The membership discussed some points of negotiation including the escalation percentage and term. Dr. Duffy motioned to approve the lease with the expectation that Mr. Fearon would attempt to negotiate the terms. Dr. Frazier seconded the motion. All in attendance were in favor of approval.

V. Services Update

Mr. Fearon presented the program enrollment report, noting that programs are being widely utilized and the CYC census has increased.

VI. Old Business

Mr. Fearon discussed the leadership changes that have occurred at CYC since the last meeting and reported that they are fully staffed. He provided the CYC Overnight Crisis Protocol that had been discussed at the last meeting, as it requires a vote from the membership. He reported that he has worked with the CYC staff on the development of this plan. It has been implemented a few times and has worked out well. After some discussion of the protocol, Mr. Whitley motioned to approve the policy. Ms. Krauss second. All in attendance were in favor of approval.

VII. New Business

Mr. Fearon discussed a grant opportunity for juvenile delinquency prevention programs that the agency is considering to fund a school-based pilot program to help students struggling with behavioral challenges learn skills to change those behaviors. He has a curriculum in mind that could be purchased with grant funds. There



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was discussion among the membership regarding the need for this kind of program and suggestions for community members who could provide information and insight.

Mr. Whitley requested that VA SB438 be placed on the agenda due to the impact it could have on this Commission with the requirement for members to have a law enforcement background. He provided some background on the bill to the membership and reported that it has been “passed by indefinitely” and would not be passed in this session.

Mr. Fearon informed the membership that the Staff Appreciation Event will take place at CYC again this year. It is scheduled for May 10th 11:00am-1:00pm.

### VIII. Comments and Announcements

The Commission Member Attendance Report was provided with the meeting documents. Dr. Duffy thanked members for their continued commitment and regular attendance.

### IX. Next Meeting and Adjournment

The meeting adjourned at 5:53pm without objection. The next meeting will be held on May 10, 2024 at 1:00pm at Chaplin Youth Center.

#### Attendees

##### **Commission Members:**

*51% of membership (at least 4 members) attending in person is required to meet quorum*

##### **Fredericksburg City**

- ✓ Dr. Timothy Duffy, Chairman
- ✓ Mr. Mark Whitley

##### **Stafford County**

- ✓ Dr. Pamela Yeung
- ✓ Ms. Donna Krauss

##### **Spotsylvania County**

- ✓ Dr. Deborah Frazier, Vice Chairman
- ✗ Mrs. Amy Swift

##### **Legal Counsel**

- ✗ Mr. Brendan Hefty
- ✗ Mr. Bill Hefty

##### **Staff and Committee Members:**

- ✓ Mr. Davy Fearon, Jr., Executive Director
- ✓ Mrs. Melanie Lee, Secretary

- ✗ Mrs. Amy DeMatteo, Alternate Secretary