

MINUTES

COLONIAL GROUP HOME COMMISSION 9TH JUDICIAL DISTRICT VIRGINIA

EXECUTIVE COMMITTEE MEETING August 1, 2018

MEETING CONVENED

A meeting of the Colonial Group Home Commission Executive Committee was called to order at 9:05 a.m. on Wednesday, August 1, 2018, in the Community Services Administration Conference Room, 224 Ballard Street, Yorktown, Virginia, by Chair Peter Walentisch.

ROLL CALL

The following members of the Colonial Group Home Commission Executive Committee were present at roll call: Peter Walentisch, Chair; John Carnifax, Vice-Chair; Stephanie Tinsley, Secretary; and Stephen Kopczynski.

Others attending the meeting were; Brian Fuller, Community Services Director/Commission Administrator; Sheri Newcomb, Community Services Deputy Director; Amy Crotty, Juvenile Services Manager; and Michelle Justiniano, Juvenile Services Management Analyst.

Approval of Minutes. On motion of Mr. Carnifax, seconded by Ms. Tinsley, the minutes of the June 6, 2018, Executive Committee meeting were approved. On roll call, the vote was: Yea (4) Walentisch, Carnifax, Tinsley, Kopczynski.

UNFINISHED BUSINESS

Department of Social Service's Per Diem Rate. In the past the Colonial Group Home Commission has approved resolutions that offer the sale of Crossroad's program services to the Department of Social Services (DSS) in the four Commission localities at a reduced per diem rate. Mr. Fuller reminded the Executive Committee that in 2016 there was discussion during both the Executive Committee and the full Commission meetings on whether DSS should continue to be offered a reduced per diem rate or be charged a waived or full per diem rate. On June 16, 2016 the Commission approved resolution R16-5 that approved the sale of Crossroad's program services to DSS in the four Commission localities at a reduced per diem rate. On September 15, 2016 the Commission decided to waive the per diem rate for all of the Commission localities and the City of Poquoson and Mathews County by approving resolution R16-7. This resolution was approved in order to serve as an incentive for Commission members and increase participation. The Executive Committee would like to further discuss the DSS

per diem rates, placement criteria, staff training, and policy and procedures during future meetings. Ms. Newcomb stated that according to the Department of Juvenile Justice (DJJ) the number of DSS juveniles placed at Crossroads must be equal to or less than the number of DJJ juveniles. At this time it is the consensus of the Executive Committee to continue to accept DSS placements at Crossroads.

Client User Fees. Client user fees will be discussed during future meetings.

Founding Document Revisions. Mr. Fuller informed the Executive Committee that they have received feedback from Gloucester County regarding the founding documents. Once these updates are implemented he will email the draft to the Executive Committee.

Staffing Structure. Mr. Fuller distributed the Community Service/Juvenile Services organizational chart to the Executive Committee for review. Community Supervision on the left side of the chart has been restructured and all recently funded positions were included. Staff plans to work on restructuring and adding positions at Crossroads Community Youth Home (found on the right side of the chart) during the next fiscal year.

NEW BUSINESS

Colonial Group Home Commission Structure. The Colonial Group Home Commission structure will be discussed during future meetings.

MATTERS PRESENTED BY THE COMMISSION ADMINISTRATOR.


Mr. Fuller stated that he would like to move forward with the Colonial Group Home Commission presentation that will be presented, along with the founding documents to each of the locality Board of Supervisors. The Executive Committee would like both the Government and Citizen Representatives to be part of the presentation. Ms. Justiniano will email a final copy of the presentation to the Executive Committee.

MATTERS PRESENTED BY THE EXECUTIVE COMMITTEE.

There were none.

ADJOURNMENT

The meeting adjourned at 10:16 a.m.


Peter P. Walentisch, Chairman
Colonial Group Home Commission


Stephanie M. Tinsley, Secretary
Colonial Group Home Commission