

MINUTES
COLONIAL GROUP HOME COMMISSION
9TH JUDICIAL DISTRICT
VIRGINIA
EXECUTIVE COMMITTEE MEETING
May 2, 2018

MEETING CONVENED

A meeting of the Colonial Group Home Commission Executive Committee was called to order at 9:10 a.m. on Wednesday, May 2, 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; Michelle Justiniano, Juvenile Services Management Analyst; and Katie Lofquist, Juvenile Services Administrative Assistant.

Approval of Minutes. On motion of Ms. Tinsley, seconded by Mr. Carnifax, the minutes of the March 7, 2018, Executive Committee meeting were approved. On roll call, the vote was: Yea (4) Walentisch, Carnifax, Tinsley, Kopczynski.

UNFINISHED BUSINESS

Update on the VJCCCA Plan and Meeting. Mr. Walentisch, Mr. Fuller, Ms. Justiniano, Judge Conyers, Department of Juvenile Justice (DJJ) staff, and Court Service Unit staff met to discuss the development of the Fiscal Year 2019-2020 VJCCCA Plan. The Judge and DJJ staff were pleased with the adjustments made by Juvenile Services. The VJCCCA plan will be presented to the Board of Juvenile Justice for approval in June.

Status of the Juvenile Services Manager. Mr. Fuller announced that staff has selected a Juvenile Services Manager, Amy Crotty. She previously worked for York County Juvenile Services for 20 years and currently works for Gloucester public schools. She will begin her new role on June 4th. There will be a welcoming reception on June 6th at 2:30 in Williamsburg. Mr. Joe Jackson, Court Service Unit Director is currently working on the location.

Maintenance of Crossroads Community Youth Home. Mr. Fuller informed the Executive Committee that the Public Works Director and staff visited Crossroads Community Youth Home to review their maintenance needs. They are willing to take over the facility as a York County building, but Juvenile Service staff and the Colonial Group Home Commission would need to work out a schedule and funding plan.

NEW BUSINESS

Department of Social Services Respite Care and Placements at Crossroads Community Youth Home. Ms. Newcomb informed the Executive Committee that recently a juvenile was referred to Crossroads Community Youth Home for respite care. Crossroads could not accept the juvenile due to the absence of policies and procedures pertaining to respite care. She will be working on developing respite care placement policies and procedures in the near future.

New Court Service Unit Initiatives and Opportunities. Mr. Joe Jackson, Court Service Unit Director requested to meet with Mr. Fuller and Ms. Newcomb to discuss State initiatives and opportunities available to Crossroads Community Youth Home. Mr. Jackson stated that the State has offered to fund a culinary training program for staff, so they could in turn train the juveniles. The State also offered additional incentives, including: purchasing 2 stationary exercise bikes, providing an online fork lift operator's workforce development training program, and provide an updated GED program.

MATTERS PRESENTED BY THE COMMISSION ADMINISTRATOR.

Mr. Fuller stated that Mark Carter, former Deputy County Administrator has officially retired and Mark Bellamy is now in this position.

Ms. Justiniano stated that on March 8, 2018 the Department of Juvenile Justice (DJJ) performed an audit on Crossroads Community Youth Home. Overall there were 8 areas of non-compliance, 4 were critical (3 medical and 1 serious incident report) and 4 non-critical (personnel related). Staff submitted a corrective action plan that addressed each of these issues.

Mr. Fuller stated that he is currently working on the legal wording for the Founding Documents and reviewing the York County Attorney's comments.

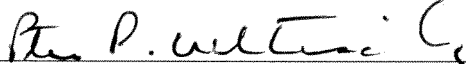
MATTERS PRESENTED BY THE EXECUTIVE COMMITTEE.


The Executive Committee would like to look into developing an active shooter/attacker plan. Mr. Fuller would also like to invest in updating the current camera systems at Crossroads.

Mr. Walentisch has agreed to cancel the May Colonial Group Home Commission Meeting due to the fact that there won't be a quorum.

ADJOURNMENT

The meeting adjourned at 10:11 a.m.


Peter P. Walentisch, Chairman
Colonial Group Home Commission


Stephanie M. Tinsley, Secretary
Colonial Group Home Commission