

Mr. Kopczynski expressed his appreciation to Judge Smith for participating in the meeting and supporting the Commission.

OLD BUSINESS

Review of the Operation Budget

Mr. Fuller informed the Commission that the budget request is a 45% reduction from last year's budget due in part to the closing of Crossroads Community Youth Home. No changes were made to the proposed budget. Mr. Kopczynski expressed his appreciation to staff for their work on the budget.

Update on the Crossroads Building

Mr. Fuller advised that on December 15, 2020, the City of Williamsburg approved the 40-year lease to repurpose the building as a fire station. The Commission turned over control of the building to the County on January 1, 2021.

NEW BUSINESS

Discussion of Reserve Funds

Capital Contributions

Mr. Fuller presented information on both the Non-Recurring Capital Construction Reserve and the Reserve for Contingency. The Non-Recurring Capital Construction reserve is funds left over after the completion of the Crossroads building. In 2009 the localities were offered their portion of the money returned, all localities decided to keep the money in a capital construction fund. Due to Crossroads' closure, Mr. Fuller suggested returning these funds totaling \$131,415 to each locality or use these funds as a credit towards the FY 2021 4th quarter locality contribution. The Executive Committee had an extensive discussion and then shared it with their CAO's. All are in favor of using the funds as a credit.

Carryover General Funds

Mr. Fuller stated that the current carryover reserve balance is \$379,943 and proposes the Commission maintain a carryover reserve of \$193,915, which is 20% of the FY 2022 proposed budget request. Mr. Fuller also suggested returning excess funds of \$186,028 to the six localities in FY22. The Executive Committee discussed this proposal and talked to their CAO's and all concurred that it was acceptable. The division of these funds is based on the percentage of each localities FY21 budget contributions.

Discussion of Commission Name and Amending Agreement

Mr. Fuller indicated that we would move forward with considering a name change for the Commission due to no longer providing group home services. In addition to changing the name, the Commission will need to amend the current agreement to include the Judges as a part of the Commission membership. Mr. Kopczynski suggested the commission members submit their ideas for a new name to Mr. Fuller by March 1, 2021.

A Resolution to Approve the Budget Request for the Fiscal Year Beginning July 1, 2021, and ending June 30, 2022. Chairman Stephen Kopczynski called for consideration of Proposed Resolution R21-2.

On motion of Ms. Kersey and seconded by Ms. Evans and carried 6:0, the following resolution was adopted:

On Roll call, the vote was as follows:

YEA: (6) Ms. Evans, Mr. Kopczynski, Mr. McDonald, Ms. Kersey, Ms. Kiley and, Ms. Vinroot
NAY: (0)

A RESOLUTION TO APPROVE THE BUDGET REQUEST
FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND
ENDING JUNE 30, 2022

WHEREAS, the Colonial Group Home Commission is a public body corporate established pursuant to Section 16.1 - 315 of the Code of Virginia 1950 as amended and was organized and exists pursuant to the contractual agreement dated 12/31/18; and

WHEREAS, the Commission Administrator has submitted to the Colonial Group Home Commission a proposed annual budget for the programs of the Commission for the fiscal year beginning July 1, 2021, and ending June 30, 2022, which has been reviewed by the Finance/Executive Committee and by the Commission, and it is necessary to adopt said budget;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission this 21st day of January, 2021, that the following Budget Request for Fiscal Year 2022 be, and they hereby are, made for Fund 94 - Colonial Group Home Commission, Juvenile Services Operations, for the following functions; and

BE IT FURTHER RESOLVED that the Commission Administrator be, and hereby is, authorized to make line item adjustments within the Fund 94 – Colonial Group Home Commission, Juvenile Services Operations, to allow for transfers between the following functions, for which monies are to be charged to various member jurisdictions and expended in accordance with Section 16.1 of the Code of Virginia 1950 as amended, for purposes authorized and approved by the Colonial Group Home Commission, provided that the total appropriated Fund 94 budget does not change.

A Resolution to Designate the Commission's FY20 Ending Fund Balance and Appropriate Grants and Donation Carryovers. Chairman Stephen Kopczynski called for consideration of Proposed Resolution R21-3.

On motion of Mr. McDonald and seconded by Ms. Vinroot and carried 6:0, the following resolution was adopted:

On Roll call, the vote was as follows:

YEA: (6) Ms. Evans, Mr. Kopczynski, Mr. McDonald, Ms. Kersey, Ms. Kiley and, Ms. Vinroot
NAY: (0)

**A RESOLUTION TO DESIGNATE THE COMMISSION'S FY20
ENDING FUND BALANCE AND APPROPRIATE GRANTS
AND DONATION CARRYOVERS**

WHEREAS, the Colonial Group Home Commission is a public body corporate established pursuant to Section 16.1 - 315 of the Code of Virginia 1950 as amended and was organized and exists pursuant to the contractual agreement dated 12/31/18; and

WHEREAS, The Commission has reviewed the fund balance of all Commission operated programs and wishes to designate a portion for FY2020 activities pursuant to 16.1-322.4 of the Code of Virginia;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission this 21st day of January, 2021, that the Commission's Fund Balance for FY 2020 be designated in the following amounts:

| | |
|----------------------------------|------------------|
| Contingency Reserve | \$379,943 |
| Non-Recurring Reserve | \$131,415 |
| FY2020 Encumbrances | \$ 15,891 |
| CIP (Non-Res Purchases/Upgrades) | \$ 8,000 |
| Unbudgeted Operational Expenses | \$ 5,000 |
| Donations | \$ 2,234 |
| TOTAL AMOUNT | \$542,483 |

Effective Date: January 21, 2021

COMMISSION ADMINISTRATOR REPORT AND REQUESTS

Mr. Fuller informed the Commission that Ms. Lofquist accepted another position with a private company, and her last day of work was January 8, 2021. The staff is in the process of advertising for the position.

COURT SERVICES UNIT UPDATES AND REPORTS

Bruce Call gave an update regarding a change in the structure of DJJ and VJCCCA's monitoring and oversight. DJJ has established a new unit that will include Diversion, Juvenile Detention Alternative Initiative, and VJCCCA and will be led by Ms. Jenna Easton

MATTERS PRESENTED BY THE COMMISSION

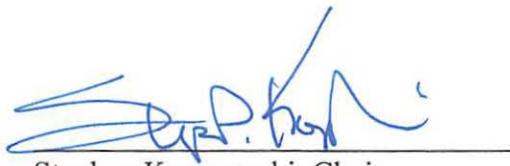
There were none.

CLOSED SESSION

There were no Citizens at this meeting, nor was there a Closed Session.

ADJOURNMENT

The Meeting adjourned at 4:58 p.m.



Stephen Kopczynski, Chair
Colonial Group Home Commission



Wendy Evans, Secretary
Colonial Group Home Commission