

MINUTES

COLONIAL GROUP HOME COMMISSION 9TH JUDICIAL DISTRICT VIRGINIA

REGULAR MEETING May 20, 2021

MEETING CONVENED

A meeting of the Colonial Group Home Commission was called to order at 4:02 p.m. on Thursday, May 20, 2021, by Chair Stephen Kopczynski through the use of electronic means without a quorum being physically assembled in one place, pursuant to an emergency ordinance no. 20-11, adopted by the York County Board of Supervisors April 21, 2020, and readopted on June 16, 2020, pertaining to the continuity of county operations associated with the COVID-19 pandemic disaster.

This meeting is being held remotely under the emergency “continuity of government” ordinance adopted under Code of Virginia section 15.2-1413, allowing public meetings of this board, and other county boards, commissions, and authorities, to meet remotely. This action was taken because of the health emergency resulting from the coronavirus pandemic, making the assembly of the board and staff and members of the public in one place unsafe because of the highly contagious nature of the coronavirus pandemic.

ROLL CALL

I am Stephen Kopczynski, Chair, and I am in the Public Safety Building located at 301 Goodwin Neck Road. Other Board members of the Colonial Group Home Commission were present at roll call: Rebecca Vinroot, Vice-Chair; Wendy Evans, Secretary; Lisa Kersey, Thomas Mainor, Kimberly Taylor, and Kris Kiley. Christopher McDonald was absent. Others attending the meeting were the Honorable Brian Smalls, Juvenile and Domestic Relations Judge for the 9th Judicial District; Bruce Call, DJJ Court Service Unit Supervisor; Brian Fuller, Community Services Director/Commission Administrator; Sheri Newcomb, Community Services Deputy Director; Amy Crotty, Juvenile Services Manager; Michelle Justiniano, Management Analyst; and Nancy Bennett, Juvenile Services Administrative Assistant.

The Commission members and the Juvenile Services staff in attendance introduced themselves to Judge Smalls.

APPROVAL OF MINUTES

On a motion made by Mr. Mainor, which was seconded by Ms. Vinroot, the minutes of March 18, 2021, the regular meeting of the Commission was approved.

On Roll call, the vote was as follows:

YEA:	(6)	Mr. Kopczynski, Ms. Evans, Mr. Mainor, Ms. Kersey, Ms. Kiley, and Ms. Vinroot
NAY:	(0)	
ABSTAIN:	(1)	Ms. Taylor

PUBLIC COMMENTS

No citizens were present.

OLD BUSINESS

Joint Exercise of Powers Agreement.

Mr. Fuller provided Judge Smalls with a brief overview of the commission and the necessity to amend the Joint Exercise of Powers Agreement. The revised agreement adds the participation of the judges, the new commission name, and the correct statute. The original statute was specific to the operation of a group home. On August 13, 2020, Crossroads Community Youth Home closed permanently creating a need to change the statute. The four localities will each have to vote on the agreement and pass an ordinance with the correct language. Ms. Evans suggested a small addition to the agreement in the section regarding termination and liability. Ms. Crotty gave a summary of the various programs offered through the commission for Judge Smalls benefit.

Update on Return of State Funds.

Ms. Justiniano updated the commission on the status of the return of state funds. The total for the combined plan for FY21 is \$581,452, less the additional local contribution of \$77,822 and USDA revenue of \$7,000; that leaves \$496,630 that will need to be spent. In addition, the commission has spent the maintenance of effort funds of \$233,239 at the end of April. Based on current projections, \$207,349 will be returned to the state.

Mr. Fuller stated low referrals are an issue in other localities. In addition, the maintenance of effort funding formula, created in the 1980s, has not been updated and suggests the state consider reevaluating those formulas.

NEW BUSINESS

A Resolution to Appropriate Funds for Fiscal Year 2022. Chairman Stephen Kopczynski called for consideration of Proposed Resolution R21-5.

On motion of Mr. Mainor, and seconded by Ms. Kiley, and carried 7:0, the following resolution was adopted:

On Roll call, the vote was as follows:

YEA: (7) Ms. Evans, Mr. Kopczynski, Mr. Mainor, Ms. Kersey, Ms. Kiley, Ms. Taylor, and Ms. Vinroot

NAY: (0)

A RESOLUTION TO APPROPRIATE FUNDS FOR FISCAL YEAR 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 contractual agreement dated 12/31/18; and

WHEREAS, the Colonial Group Home Commission approves the annual budget which utilizes the funding formula of 100% 5-year Utilization Average agreed to by the CAOs of each locality for the programs of the Commission for the fiscal year beginning July 1, 2021, and ending June 30, 2022, by the adoption of Resolution R21-2 on January 21, 2021; and

WHEREAS, since that time it may become necessary to revise said budget, and the Commission Administrator has submitted to the Colonial Group Home Commission an annual budget which has been reviewed by the Finance/Executive Committee and by the Commission, and it is necessary to adopt and appropriate said budget;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission this 20th day of May 2021, that the following budget requests and appropriations for Fiscal Year 2022 be, and they hereby are, made for Fund 94 - Colonial Group Home Commission, Juvenile Services Operations, to 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, 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.

FUNCTION	AMOUNT
Community Supervision/Electronic Monitoring	\$ 616,742
Project Insight	\$ 175,565
Psychological Services	\$ 170,349
Commission Administration	\$ 6,919
Total	\$ 969,575

A Resolution to Approve Fees for the Sale of Program Services to Non-Participating Localities for Fiscal Year 2022. Chairman Stephen Kopczynski called for consideration of Proposed Resolution R21-6.

On motion of Mr. Mainor, and seconded by Ms. Kiley, and carried 7:0, the following resolution was adopted:

On Roll call, the vote was as follows:

YEA: (7) Ms. Evans, Mr. Kopczynski, Mr. Mainor, Ms. Kersey, Ms. Kiley, Ms. Taylor, and Ms. Vinroot

NAY: (0)

A RESOLUTION TO APPROVE FEES FOR THE SALE OF PROGRAM SERVICES TO NON-PARTICIPATING LOCALITIES FOR FISCAL YEAR 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 contractual agreement dated 12/31/18; and

WHEREAS, the Commission has the authority to adopt a schedule of fees for the sale of services to non-participating localities using the programs funded under the auspices of the Commission, and it has reviewed recommended formulas for such fees;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission, this 20th day of May 2021 that the Colonial Group Home Commission does hereby adopt and establish as its fee schedule for the sale of program services effective July 1, 2021:

Community Supervision:

Intensive Supervision	\$50 per diem + Voice ID Surveillance costs
Electronic Monitoring	\$50 per diem + monitoring costs

Psychological Services:

Assessment & Evaluation	\$125 per client
Education	\$180 per group (\$120-classes; \$60-3 drug screens)
Aftercare/Drug screening	\$35 per drug screen
Project Insight Services:	\$10 per hour

A Resolution to Approve the Client User Fees Schedule for the Sale of Program Services for Fiscal Year 2022. Chairman Stephen Kopczynski called for consideration of Proposed Resolution R21-7.

On motion of Ms. Taylor, and seconded by Mr. Mainor, which carried 7:0, the following resolution was adopted:

On Roll call, the vote was as follows:

YEA: (7) Ms. Evans, Mr. Kopczynski, Mr. Mainor, Ms. Kersey, Ms. Taylor, Ms. Kiley and Ms. Vinroot

NAY: (0)

A RESOLUTION TO APPROVE THE CLIENT USER FEES SCHEDULE FOR THE SALE OF PROGRAM SERVICES FOR FISCAL YEAR 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 contractual agreement dated 12/31/18; and

WHEREAS, the Commission has the authority to adopt a schedule of fees for the sale of services for clients ordered into or otherwise referred to the programs funded under the auspices of the Commission, and it has reviewed the recommended rates for such fees;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission, this 20th day of May 2021, that the Colonial Group Home Commission does hereby adopt and establish as its client user fee schedule for Fiscal Year 2021 the fees listed below:

Intensive Supervision	\$50 Fee
Electronic Monitoring	\$50 Fee
Psychological Services	\$25 Fee (Assessment)
Psychological Services	\$75 Fee (Substance Abuse Education Groups)
Psychological Services	\$20 Fee (Substance Abuse Aftercare/Drug Screening)

Project Insight Fee Schedule

Community Service work only or with LRE I or II

Hours 1-20	\$30.00
21-40	\$55.00 (includes ADP Program)
41-60	\$75.00
60+	\$100.00

LRE I or II only	\$25.00
Law Related Education I (Written assignments and videos)	
Law Related Education II (Fire Safety and Firearms Safety)	

LRE I and II Without community service work	\$35.00
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LRE I and II With community service work	(fee based on hours below)
Hours 1-23	\$50.00
24-49	\$75.00
50+	\$100.00

A Resolution to Credit the Commission's Reserve Balance for Localities for FY22. Chairman Stephen Kopczynski called for consideration of Proposed Resolution R21-8.

On motion of Ms. Taylor, and seconded by Mr. Mainor, which carried 7:0, the following resolution was adopted:

A RESOLUTION TO CREDIT THE COMMISSION'S RESERVE BALANCE FOR LOCALITIES FOR FY22.

On Roll call, the vote was as follows:

YEA: (7) Ms. Evans, Mr. Kopczynski, Mr. Mainor, Ms. Kersey, Ms. Kiley, Ms. Taylor, and Ms. Vinroot
NAY: (0)

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 Commission's reserve balance and wishes to credit the funds to the localities for FY22 pursuant to 16.1-322.4 of the Code of Virginia;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission this 20th day of May 2021, that the Commission's reserve balance funds be designated as a credit to the localities FY22 contribution in the following amounts:

Gloucester	\$33,485
James City County	\$55,808
Williamsburg	\$13,022
York County	\$65,110
TOTAL AMOUNT	\$167,425

Discussion of By-Laws.

Mr. Fuller indicated that once the joint exercise of power is approved, other agreements will need to be revised. The by-laws will need to reflect the name change and the new statute. The management services agreement and the rules of procedure will also need to be modified.

Nominating Committee.

Ms. Taylor and Ms. Kiley volunteered to serve on the nominating committee. Mr. Mainor offers his assistance if needed.

COMMISSION ADMINISTRATOR REPORT AND REQUESTS

Mr. Fuller informed the Commission that a meeting in June is not necessary. Instead, the election of officers can be conducted in July, and based on guidance from the CDC, we may be able to return to in-person meetings.

COURT SERVICES UNIT UPDATES AND REPORTS

Mr. Call, on behalf of Mr. Jackson, expressed their eagerness to work with Juvenile Services on the new programs, and they look forward to serving more youth in the upcoming future.

MATTERS PRESENTED BY THE COMMISSION

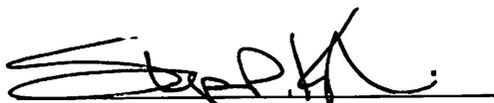
Ms. Vinroot advises that Mr. McDonald's term expires on June 30th, 2021 and she plans to contact him to see if he is interested in reappointment. Additionally, Ms. Vinroot will not be available for the July 15th meeting. Finally, Mr. Kopczynski, on behalf of the commission members, expressed appreciation to the Community Services staff for their hard work during this challenging year.

CLOSED SESSION

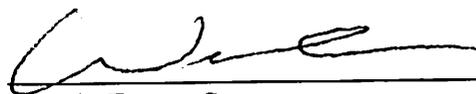
There was no need for a Closed Session.

ADJOURNMENT

The Meeting adjourned at 4:57 p.m.



Stephen Kopczynski, Chair
Colonial Group Home Commission



Wendy Evans, Secretary
Colonial Group Home Commission