

MINUTES

**COLONIAL GROUP HOME COMMISSION
9TH JUDICIAL DISTRICT
VIRGINIA**

**REGULAR MEETING
January 17, 2019**

MEETING CONVENED

A regular meeting of the Colonial Group Home Commission was called to order at 4:04 p.m. on Thursday, January 17, 2019, in the Griffin-Yeates Center Room #6, 1490 Government Road, Williamsburg, Virginia, by Chair Peter Walentisch.

ROLL CALL

The following members of the Colonial Group Home Commission were present at roll call: Peter Walentisch, Chair; John Carnifax, Vice-Chair; Christopher McDonald; Stephanie Tinsley, Secretary; Darren Post, Tom Mainor, Stephen Kopczynski, and Kimberly Taylor.

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

PUBLIC COMMENTS.

No citizens were present.

Approval of Minutes.

On motion of Mr. Post, and seconded by Mr. McDonald, the minutes of the October 18, 2018 Regular Meeting of the Commission were approved.

On Roll call, the vote was as follows:

YEA	(7):	Mr. Walentisch, Mr. Carnifax, Mr. McDonald, Ms. Tinsley, Mr. Post, Mr. Mainor, Mr. Kopczynski
NAY	(0):	
ABSTAIN:	(1):	Ms. Taylor

UNFINISHED BUSINESS.

Founding Documents.

Mr. Fuller noted that the Founding Document updates are now complete and all have been signed. He commended everyone for their hard work and dedication. Mr. Walentisch, on behalf of the Commission, thanked the York staff for their diligence and patience during this process.

NEW BUSINESS.

FY2020 Budget

Mrs. Justiniano distributed a one-page summary of the FY2020 Budget. Per Mr. Fuller, a draft Budget was submitted in the fall of 2018. The only difference in this version, is that the Counselor I position has been removed based on residential occupancy at this time. He noted that the courts are trying to keep the youth in their homes. The budget drivers include a 2% market increase, health insurance – 10%, the IT Fund, a Residential Operations Supervisor, Career Ladders for Staff, and work-as-required for the GAP program.

On motion of Ms. Kimberly Taylor, and seconded by Mr. Mainor, which carried 8:0, the following resolution was adopted:

YEA: (8) Mr. Walentisch, Mr. Carnifax, Mr. McDonald, Ms. Tinsley, Mr. Post, Mr. Mainor, Mr. Kopczynski, and Ms. Taylor.

**A RESOLUTION TO APPROVE THE BUDGET REQUEST FOR
THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING
JUNE 30, 2020**

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 date 12/31/2018; and

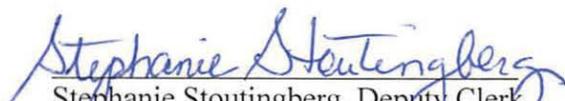
WHEREAS, the Commission Administrator has submitted to the Colonial Group Home Commission a proposed annual budget for the programs of the Commission for the fiscal year beginning July 1, 2019 and ending June 30, 2020, which has been reviewed by the Finance/Executive Committee and by the Commission, and it is necessary to adopt said budget;

NOW, THEREFORE, BE IT RESOLVED by the Colonial Group Home Commission this 17th day of January, 2019, that the following Budget Request for Fiscal Year 2020 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.

<u>FUNCTION</u>	<u>AMOUNT</u>
Crossroads Community Youth Home	\$1,090,339
Community Supervision/Electronic Monitoring/ Project Insight	705,439
Psychological Services	95,362
Commission Administration	<u>7,551</u>
Total	<u>\$1,898,691</u>

A Copy Teste:


Stephanie Stoutingberg, Deputy Clerk

Meeting Schedule Proposal.

Mr. Fuller presented a draft copy of the proposed meetings for the upcoming 2019 calendar year for the Executive Committee as well as the Full Commission. After some discussion regarding lack of a quorum and whether they would count as a meeting, also, whether phone-in calls could be considered for quorum purposes, and the flexibility of location, it was determined that we adopt the proposed meeting schedule.

On motion of Mr. Post, which was seconded by Mr. Carnifax, the proposed schedule was adopted.

The vote was as follows:

Yea: (8) Mr. Walentisch, Mr. Carnifax, Mr. McDonald, Ms. Tinsley, Mr. Post,
Mr. Mainor, Kopczynski and Ms. Taylor.

Nay: (0)

Abstain: (0)

By-Laws and Management Services Agreement.

Per Mr. Fuller, The Executive Committee will be working to update the Commission By-Laws, which will then be presented to the Full Commission. They will also then go to the County Attorney for review.

The Management Services Agreement will also be reviewed and updated.

Court Service Unit Update.

There was none.

Juvenile Services Division Update.

Mrs. Crotty helped to explain the direction of the Department of Juvenile Justice and their Evidence-Based programs. She also noted that Middlesex County has signed a new contract in the amount of \$25,000. We are awaiting funds from Middlesex at this time.

MATTERS PRESENTED BY THE COMMISSION.

Mr. Walentisch thanked the County of York and its administration for their efforts in their continuing support of this Commission.

In addition, Mr. Walentisch directed the Commission to the Schedule of Appointments, which was a part of the Agenda Packets. Mr. Walentisch wanted to remind each Commissioner of their Term Expiration Dates.

CLOSED SESSION.

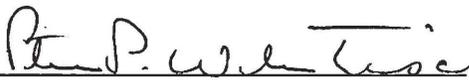
There was none.

ADJOURNMENT.

The meeting adjourned at 5:00 p.m.

THE NEXT CGHC EXECUTIVE MEETING: March 6, 2019

THE NEXT CGHC REGULAR MEETING: March 21, 2019



Peter P. Walentisch, Chairman
Colonial Group Home Commission



Stephanie M. Tinsley, Secretary
Colonial Group Home Commission