



Rappahannock Area Youth Services & Group Home Commission

Regular Meeting Agenda
July 20, 2023
5:00pm

- I. Call to Order 5:12pm TD
Dr. Duffy called the meeting to order at 5:12pm. A quorum of voting members were in attendance.
- II. Public Comment
No members of the public were in attendance.
- III. Approval of Minutes
Dr. Duffy requested a motion to approve the March 16, 2023 minutes and the June 8, 2023 minutes. Dr. Frazier motioned to approve both meeting minutes. Dr. Yeung seconded the motion. All in attendance were in favor of approval.
- IV. Budget and Finances
Mr. Fearon presented the year-to-date financial report as of June 30, 2023. He reported on outstanding invoices that need to be included and use of the surplus fund balance for the past fiscal year. He discussed the revenue generated by the PASS program this year and noted that King George County has inquired about this program. The agency is considering the option to offer that program in King George due to limited space at our current location.
- V. Services Update
Mr. Fearon provided an update on service enrollment by locality for FY2023 compared to the previous four years, noting that overall enrollment has rebounded or improved since 2019. There was discussion among the membership regarding additional services that the agency could consider offering including a behavioral health facility and programs in schools. Mr. Fearon discussed the need to consider making the group home a more secure facility and hiring a therapist for Chaplin in the future. Dr. Duffy noted that these items should be considered when working on the agency's strategic plan and developing a framework for our services.

Mr. Fearon provided an overview of significant incidents that have occurred since the last meeting, including two in the Residential program and two in Fredericksburg programs. There were no incidents in Northern Neck programs.
- VI. New Business
Mr. Fearon reported that staff have started using the agency's new electronic database, noting that it is more user friendly and less expensive than the previous one.

Mr. Fearon reported that he spoke with the agency's attorney regarding the options to either lease or purchase a property because the current lease ends in June of next year. Because of issues surrounding the Commission obtaining a loan to purchase a property, the plan is to move forward with leasing a larger building. Ms. Krauss provided some background on the process the last time the agency changed buildings. It was determined that Commission members will inquire about properties within their respective localities to see what is available that might be appropriate.

Mr. Fearon updated the Commission on agency equipment needs. Currently, Chaplin is in need of a zero turn lawn mower. He asked that Commission members reach out if they hear of any available in their localities.

There was a discussion on building safety. Mr. Fearon presented a suggestion by a staff member to reach out to the courts to see if there are any metal detectors they are no longer using that we could acquire. Dr. Yeung



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and Ms. Krauss recommended speaking with the sheriff's department regarding this issue. There was also discussion about tinting the glass doors and windows to prevent visitors from seeing in the building, while allowing staff to still see outside. Mr. Fearon reported that he plans to apply for a grant from the Community Foundation for safety equipment.

Mr. Fearon reported that we have applied for another grant from the Community Foundation to finish the field work at Chaplin to allow for a volleyball court and nature trail.

Mr. Fearon provided a brief update on the Emergency Respite Plan at Chaplin. He is continuing to work collaboratively on developing the policy with the Residential Services Director and Spotsylvania DSS.

VII. Comments and Announcements

There was discussion among the membership regarding meeting locations. It was decided that the meeting locations will split between Stafford, the OYO office, and Fredericksburg. The next meeting will be in Stafford.

The Commission Member Attendance Report was provided with meeting materials.

VIII. Next Meeting and Adjournment

The meeting was adjourned at 6:15pm without objection. The next meeting is scheduled for September 21, 2023 at 5:00pm and will take place in Stafford.

Attendees

Commission Members:

51% of membership (at least 4 members) attending in person is required to meet quorum

Fredericksburg City

- Dr. Timothy Duffy, Chairman
- Mr. Mark Whitley

Stafford County

- Dr. Pamela Yeung
- Ms. Donna Krauss
- Dr. Ann Bueche, Advisory Council

Spotsylvania County

- Dr. Deborah Frazier, Vice Chairman
- Mrs. Amy Swift

Legal Counsel

- Mr. Brendan Hefty
- Mr. Bill Hefty

Staff and Committee Members:

- Mr. Davy Fearon, Jr., Executive Director
- Mrs. Melanie Lee, Secretary
- Mrs. Amy DeMatteo, Alternate Secretary