



Rappahannock Area Youth Services & Group Home Commission

Regular Meeting Minutes

June 16, 2022

4:30 P.M.

- I. Call to Order
The meeting was called to order by Dr. Frazier at 5:10pm. A quorum of voting members was present.
- II. Public Comment
No members of the public were present for public comment.
- III. Approval of Minutes
 - a. March 17, 2022
Dr. Hummer motioned to approve, second by Ms. Swift. All present were in favor of approval.
- IV. Budget and Finances
 - a. Financial Report (YTD comparison)
Mr. Fearon provided the updated historicals vs. actuals financial report, noting that Spotsylvania, King George, and Westmoreland counties have outstanding money owed.
 - b. Supplemental funding update
Mr. Fearon reported that RAOOY has raised approximately \$22,000 in donations and will continue to raise funds for needed projects.
- V. Services Update
 - a. Enrollment report
 - b. Residential
 - c. Groups
 - d. Substance Use Treatment
Mr. Fearon presented the enrollment reports for Residential, Fredericksburg, and Northern Neck programs, noting that CYC resident numbers could be higher, but some recent referrals have not been appropriate for the facility. Fredericksburg and Northern Neck are back to pre-pandemic (or better) numbers and groups are going well. The Northern Neck office is piloting the "Check and Connect" program and working with the Fredericksburg office to streamline programs and curriculums. Mr. Fearon provided an update on the Substance Abuse Treatment Program. There have been 11 assessments thus far, and 10 participants are enrolled in the group that started on the 14th. He informed the membership that the CSU will contribute the funds to support Fredericksburg referrals for this program in lieu of ARPA funds, as contributed by the other localities.
- VI. New Business
 - a. CYC Respite & Shelter Care Policy
Mr. Fearon presented the membership with a draft respite and shelter care policy for Chaplin Youth Center and requested feedback from members on the draft policy. There was discussion regarding the need for this service. Ms. Swift requested an electronic version of this policy to pass along to colleagues for feedback. Mr. Fearon would like to meet with Ms. Swift, the Residential Services Director, and DSS Directors to further discuss this potential program.
 - b. Additional payment options for service fees
Mr. Fearon informed the Commission members that service fees paid by clients/parents currently can only be made with a cashier's check or money order and would like to be more flexible in payment options, as it is often challenging for clients to obtain these forms of payment which usually have additional fees attached. There was some discussion among the membership about other potential payment options. Mr. Whitley reported that he will look into this to see if accepting credit cards could be an option for service fees.



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c. Locality support

The membership discussed locality support for Chaplin Youth Center facility maintenance. Mr. Fearon informed the Commission that there is not currently a contract for grounds keeping at Chaplin, the staff take care of it and residents receive an allowance for helping out with projects. The membership agreed that it is appropriate to add an annual grounds keeping contract into the budget.

Mr. Whitley provided an explanation regarding the City of Fredericksburg’s role as the Commission’s fiscal agent. This is a service that the city provides, but the Commission has the ability to change this and not utilize the city for this service.

VII. Comments, announcements and other business

a. CYC capital improvements

Mr. Fearon informed the membership that Chaplin is in need of some maintenance and will get be providing more detailed information on specific repairs and costs for the Commission to make decisions on when these can be completed.

b. Building ownership change

Mr. Fearon notified the membership of the change in building owners. There was discussion about the rent raising each year of the lease and the possibility of purchasing a building in the future. Mr. Whitley requested a copy of the lease agreement and suggested keeping this item on the agenda for future meetings because the Commission would need to start looking into this process in December if that is the direction that is decided. Ms. Swift suggested that Mr. Fearon meet with staff to identify space needs for the agency over the next 10-15 years. Mr. Fearon will discuss the potential purchase of a building with the agency’s attorney.

c. PREA Audit

The agency met all 43 (out of 43) standards on the PREA Audit.

VIII. Next Meeting and Adjournment

a. August 18th, 2022

The meeting was adjourned at 5:52pm without objection. The next meeting is scheduled for August 18, 2022.

Attendees

Commission Members:

Fredericksburg City

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

Spotsylvania County

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

Stafford County

- Ms. Pamela Yeung
- Ms. Donna Krauss
- Dr. George Hummer, Advisory Council

Legal Counsel

- Mr. Brendan Hefty
- Mr. Bill Hefty

Staff and Committee Members:

- Mr. Davy Fearon Jr., Executive Director
- Mr. Kyle Nguyen, Youth Advisory Committee

- Mrs. Melanie Lee, Secretary
- Mrs. Amy DeMatteo, Alternate Secretary