



Rappahannock Area Youth Services & Group Home Commission

Regular Meeting Minutes

May 16, 2024

5:00pm

I. Call to Order

The meeting was called to order at 5:00pm by Dr. Duffy.

II. Public Comment

No members of the public were present.

III. Approval of Minutes

Dr. Frazier motioned to approve the March 21, 2024 minutes. Ms. Krauss seconded the motion. All in attendance were in favor of approval.

IV. Budget and Finances

Mr. Fearon presented the year-to-date financial report, noting that revenue is tracking around 85% and expenses are trailing revenue. Overall, there is a 29% increase in revenue from last year.

Mr. Fearon proposed a rate increase for non-member localities from \$300 per day to \$325. Mr. Whitley motioned to approve the increase. Ms. Krauss seconded the motion. All in attendance were in favor of approval.

V. Services Update

Mr. Fearon provided the Program Enrollment Report. Of note, Northern Neck program enrollment is the highest it has been in recent years and they have doubled enrollment since Mr. Fearon came on board as Executive Director. He reported that he is looking to be able to offer additional groups once the office space is expanded with the new lease. He discussed Substance Use Program data, and the difficulty retaining therapists due to the rate of pay the agency is able to offer them. There was some discussion regarding possible solutions.

VI. Old Business

Mr. Fearon provided an update on the Capital Improvement Projects at Chaplin Youth Center. The generator is currently being installed and is on track to be finished next week. The fence is completed. The dressers and desks in resident bedrooms have been refinished and repaired. The only outstanding item is the purchase of new chairs, which has taken longer due to being more expensive than originally expected.

Mr. Fearon discussed the plan to move offices into the additional space we will be taking on in July to open up some of the current space for classrooms.

VII. New Business

Mr. Fearon reported that the Crime Control plan through Westmoreland County had additional funds available and OOY was able to secure \$55,000 towards the purchase of new vehicles. Chaplin and Northern Neck are both in need of an additional 4WD vehicle.

There was discussion on when the membership is scheduled to cycle and the status of an advisory committee. Dr. Duffy and Ms. Krauss will plan to meet to review the bylaws and start the strategic planning process.

Mr. Fearon informed the membership that policies are being reviewed at CYC due to recent AWOL incidents



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of a new resident. He will update the membership of any significant incidents.

VIII. Comments and Announcements

The Commission Member Attendance report was provided to the membership..

IX. Next Meeting and Adjournment

The meeting was adjourned without objection at 5:42pm. The next meeting is scheduled for July 18, 2024 at 5:00pm.

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

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