



Rappahannock Area Youth Services & Group Home Commission

Regular Meeting Minutes

October 20, 2022

4:30 P.M.

- I. Call to Order
The meeting was called to order by Dr. Duffy at 4:45pm. A quorum of voting members was present.
- II. Public Comment
No members of the public were present for public comment.
- III. Approval of Minutes
Dr. Duffy motioned to approve the August 18, 2022 meeting minutes. All present were in favor of approval.
- IV. Budget and Finances
Mr. Fearon presented the year to date financial report. Of note, \$50,000.00 was carried over to the surplus fund balance for the purchase of a new agency van.

Mr. Fearon presented the FY24 budget draft to the members, noting that the budget was increased from last year but the changes are modest. The increase was required in order to phase in additional group home staff for Chaplin Youth Center and to allow for a 3% cost of living increase for all agency staff. Other changes noted were the addition of the Positive Alternative to School Suspension program revenue and the removal of the yearly grant funds from Fredericksburg Savings and Trust. The agency will need to apply for that grant through the Community Foundation moving forward. Ms. Swift recommended that increased costs due to inflation be considered in the budget and included in the locality requests.

Mr. Whitley asked about the use of surplus fund in the FY24 budget and how to adjust in the future from having continue to use this amount for operating expenses, asking the membership to consider whether daily rates at Chaplin Youth Center should be increased, locality requests should increase, or both options should be considered. Mr. Whitley also discussed his concern that King George County is included in the Capital Improvements Plan but are not members of the Commission, and he believes the Commission should be responsible for supporting capital improvements. He proposed recalculating the capital improvements plan to remove King George and implementing an updated tier structure for CYC rates. The City of Fredericksburg, Stafford, and Spotsylvania Counties to be charged \$275 per day, King George and Caroline Counties to be charged \$290 per day, and all other localities \$315 per day. After some discussion, Ms. Krauss proposed to amend the motion to charge the City of Fredericksburg, Stafford, and Spotsylvania Counties to be charged \$290 per day, King George and Caroline Counties to be charged \$300 per day, and all other localities \$325 per day. Ms. Swift second, motion passed with unanimous approval.

Dr. Duffy asked that the membership discuss the 3% cost of living increase being requested from the localities. Dr. Yeung requested a list of staff salaries and last increases. Mr. Fearon discussed pay rates for positions and will provide a list to the membership. Mr. Whitley expressed concern that 3% may not be enough of an increase and there was some discussion on what the localities have given staff to offset cost of living expenses. After some discussion, Dr. Yeung motioned to change the cost of living increase to 5% for agency staff. Ms. Swift seconded the motion and all were in favor. Motion passed with unanimous approval.

Mr. Whitley expressed concerns with Phases 1 and 2 of the Capital Improvements Plan, as the Commission did not vote to bill localities for Phase 1 and he is unsure why King George County was included in the request. He suggested that Phase 2 of the plan go into the budget and that contingency funds be used to pay for Phase 1 of the plan. There was discussion among the membership on the use on contingency and surplus funds, and how to move forward with the Capital Improvements request from localities. Ms. Krauss suggested a work session to complete 5 year planning in order to be able to explain to localities why costs and needs of the agency are increasing.



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Dr. Duffy recapped the discussion. The Commission will fund Phase 1 of the Capital Improvements Plan through the contingency funds in the budget and we will explain how we expect the localities to participate in Phases 2 and 3 in the Regional Funding Application. Ms. Swift motioned to approve, Ms. Krauss second. All present were in favor of approval.

V. Next Meeting and Adjournment

No additional agenda items were discussed. It was decided that the Commission will meet on October 27th at 6:30pm to review budget revisions discussed today and vote to approve the budget so that the Regional Funding Application can be submitted. The Commission also agreed to schedule a meeting on November 17, 2022 at 4:30pm to discuss the agenda items they were not able to get to today.

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

- ✓ Ms. Pamela Yeung
- ✓ Ms. Donna Krauss
- ✓ Dr. George Hummer, Advisory Council (virtual)

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
- ✗ Mr. Kyle Nguyen, Youth Advisory Committee
- ✓ Mrs. Melanie Lee, Secretary
- ✗ Mrs. Amy DeMatteo, Alternate Secretary