



Rappahannock Area Youth Services & Group Home Commission

Regular Meeting Minutes

August 18, 2022

4:30 P.M.

- I. Call to Order
The meeting was called to order by Dr. Duffy at 4:30pm. A quorum of voting members was present.
- II. Public Comment
No members of the public were present for public comment.
- III. Approval of Minutes
All members present were in favor of approving the June 16, 2022 meeting minutes.
- IV. Budget and Finances
 - a. Financial Report (YTD comparison)
Mr. Fearon presented the updated historical vs. actual financial report through June. Mr. Whitley reported that these should be the final numbers for the fiscal year. He explained that the surplus fund balance is not noted and that we added to the surplus last year.
 - b. Supplemental funding update
Mr. Fearon reported that the only outstanding purchase to make from the ARPA funds is a van. He discussed project updates and presented before and after pictures of completed projects from supplemental funding.
 - c. FY24 budget considerations
Mr. Fearon reported that the FY24 budget will be ready to discuss at the next meeting in October. Some considerations for the FY24 budget include getting Chaplin fully staffed, COLA increases, adjusting some salaries to be more competitive, and increasing the training budget. Mr. Whitley requested the budget draft be sent to members two weeks prior to the October meeting in order to allow time for review. Members discussed the locality funding application is due on October 23rd, and the application opens on September 6th.
 - d. CYC capital improvement costs
Mr. Fearon presented a list of capital improvements needed at Chaplin to include a screen around the patio, painting, removing the overgrown vegetation around the property, adding cameras to the back of the building and laundry room, additional outdoor lighting, new electrical system, bathroom upgrades, new furniture, new sprinkler system, whole house generator, and a commercial dish sanitizer. He identified the top priority improvements as sprinkler system, electrical system, and the generator. There was some discussion among the membership regarding how the previous capital improvement plan was presented and prioritizing needs. It was decided that Mr. Fearon will submit a list of capital improvements in order of priority to the Commission members within the next week. Mr. Whitley suggested that Dominion Power be contacted regarding removal of trees close to the power lines.
- V. Services Update
Enrollment across all programs has improved, returning to pre-pandemic numbers or higher. Poverty simulation trainings have resumed. RAOOY facilitated one at Moncure Elementary earlier this month and has one scheduled at DSS in the fall.



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VI. Old Business

a. Additional payment options for service fees

The City of Fredericksburg (fiscal agent) has approved RAOOY accepting credit cards via a machine on site at the office or through the portal on the City’s website. Mr. Fearon informed the membership that the Crime Control Plan pays for services and will pay for intake fees as well for all clients referred by the Court Services Unit. Therefore, it will be easier to use the portal on the website because there will be fewer payments made by families.

b. King George position update

Mr. Fearon reported that a CHINS Case Manager for King George County will be housed here and supervised by him because the CSU and King George are not able to supervise this position. Interviews will start soon for this position.

VII. New Business

a. Staff Appreciation (December & Summer)

Dr. Duffy stated that he is in favor of an in person staff appreciation event in December if COVID numbers allow for it. Ms. Krauss agreed. The membership will discuss this further at the next meeting.

b. 2-5 year direction

This will be discussed at the next meeting.

VIII. Comments, announcements, and other business

a. Internships

Mr. Fearon reported that George Mason University is now sending social work interns to RAOOY.

b. Comments and other business

Mr. Whitley reminded the membership that the building’s lease ends in June. Current lease costs are on par with similar properties in the area. This will need to be a consideration in the new budget.

IX. Next Meeting and Adjournment

The meeting was adjourned without objection at 5:35pm. Next meeting is scheduled for October 20, 2022.

Attendees

Commission Members:

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

Fredericksburg City

Dr. Timothy Duffy, Chairman

Mr. Mark Whitley

Stafford County

Ms. Pamela Yeung

Ms. Donna Krauss (by phone)

Dr. George Hummer, 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

Mr. Kyle Nguyen, Youth Advisory Committee

Ms. Stephanie Ratlaff, MSW Intern

Mrs. Melanie Lee, Secretary

Mrs. Amy DeMatteo, Alternate Secretary