

APPALACHIAN JUVENILE COMMISSION

P.O. BOX 16248
BRISTOL, VIRGINIA 24209

Phone 276-466-7800 • Fax 276-466-7820
WEB - hjdc.org

October 17, 2025

The regular meeting of the Appalachian Juvenile Commission was held on Friday, October 17th, 2025 at the Washington County Administration Building located at 1 Government Place, Abingdon, Virginia.

Commission members present:

James C. Lane - Chairman, Norton
April Collins – Dickenson County
Arlene Matney – Tazewell County
Brad Johnson – Buchanan County
Mark Thompson – Scott County
Shawn Utt – Vice-Chair, Smyth County
Allen Crockett – Lee County
Dawn Gilbert – Wise County
Jason Berry – Washington County

Commission members absent:

Neal Osborne – City of Bristol
Rhonda Lester – Russell County

Staff and others present included Trey Murray, Executive Director; Danny Johnson, Finance Director; Jeremy Hurley, Chief Deputy Director; Neil Bramlette, Deputy Director of Operations; and Judy Olinger, Olinger & Associates

Call to Order

James C. Lane, Chair, called the meeting to order at 10:08 A.M.

Approval of FY2025 Financial Audit

Ms. Judy Olinger of Olinger & Associates presented information regarding the FY2025 Financial Audit. She noted there were no findings of internal control material weaknesses, non-compliance, nor disagreements with management regarding financial information. Copies of the Audit and Form 110 will be posted to the HJDC website and emailed to the Commission members.

Jason Berry moved to ^{ACCEPT}~~approve~~ the FY2025 Financial Audit as presented. Shawn Utt seconded the motion.

Upon consideration, the motion PASSED by the following roll-call vote:

AYES: James C. Lane, April Collins, Arlene Matney, Mark Thompson, Shawn Utt, Brad Johnson, Dawn Gilbert, Jason Berry and Allen Crockett.

"SERVING SOUTHWEST VIRGINIA"

Bristol, Buchanan, Dickenson, Lee, Norton, Russell, Scott, Smyth, Tazewell, Washington, Wise

NAYES: *None*
ABSTAIN: *None*

Approval of Minutes

After review, April Collins moved to approve the minutes of August 8th, 2025. Mark Thompson seconded the motion.

Upon consideration the motion PASSED by the following vote:

AYES: James C. Lane, April Collins, Arlene Matney, Mark Thompson, Shawn Utt, Brad Johnson, Dawn Gilbert, Jason Berry and Allen Crockett.

NAYES: *None*
ABSTAIN: *None*

Financial Statement

Danny Johnson presented information regarding the FY26 three-month financial report covering 7/1/25 – 9/30/25.

Dawn Gilbert moved to ^{ACCEPT} ~~approve~~ the FY26 three-month financial report as presented. Arlene Matney seconded the motion.

Upon consideration, the motion PASSED by the following roll-call vote:

AYES: James C. Lane, April Collins, Arlene Matney, Mark Thompson, Shawn Utt, Brad Johnson, Dawn Gilbert, Jason Berry and Allen Crockett.

NAYES: *None*
ABSTAIN: *None*

457 Deferred Compensation Review

Danny Johnson presented information regarding the AJC's 457 Deferral Contributions/Employer Contributions agreement.

After discussion, Shawn Utt made the following two-part motion:

- 1) To amend the AJC 457 Prototype Plan Deferral Contributions/Employer Contributions Adoption Agreement to include employer matching, and
- 2) To restate the AJC 457 Prototype Plan Deferral Contributions/Employer Contributions Adoption Agreement as revised to include employer matching utilizing the VRS 457 matching scale effective January 1st, 2026.

Jason Berry seconded the motion.

Upon consideration, the motion PASSED by the following roll-call vote:

AYES: James C. Lane, April Collins, Arlene Matney, Mark Thompson, Shawn Utt, Brad Johnson, Dawn Gilbert, Jason Berry and Allen Crockett.

NAYES: *None*
ABSTAIN: *None*

Updates

Mr. Murray and presented updates to the Commission members on the following topics.

- Utilization of Secure Detention, Detention Alternatives Program and Community Service
- VDOE USDA Audit
- DJJ PREA Manager visit
- Sex Offender Program development at HJDC
- DJJ Regional Directors meeting held at HJDC
- Progress towards accepting TN Residents
- Shelter Care study

As all topics were solely informational, no action items required voting by the Commission Members.

Open Session

James C. Lane reminded all commission members present to complete and submit their evaluations of the Executive Director if they had not yet done so.

No other business was brought forth.

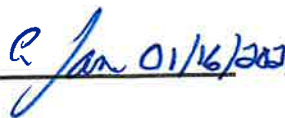
Next Meeting

The next meeting was scheduled for January 16th, 2026.

Adjourn

James C Lane, Chair, adjourned the meeting at 11:33am.

X 
James C. Lane
Chairman

 01/16/2026

X 
Fred R. Murray
Executive Director

1-16-2026

