

APPALACHIAN JUVENILE COMMISSION

P.O. BOX 16248
BRISTOL, VIRGINIA 24209

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

September 16, 2016

The regular meeting of the Appalachian Juvenile Commission was held on Friday, September 16 at 11:00 a.m., at the Washington County Administration Building at 1 Government Place, Abingdon, Virginia.

Commission members present included – Wayne McClelland, Chairman – Scott County; Doug Meade – Washington County; Jim Steele – Bristol; Kate McClanahan – Buchanan County; James Lane – Norton; Brenda Bailey – Lee County; Patricia Green – Tazewell County; Vicki Porter – Russell County; Mike Carter – Smyth County; Lanny Large – Dickenson County.

Absent Commission member was Dawn Gilbert – Wise County.

Staff present included Tim Dotson – Executive Director, Danny Johnson – Finance Director, Trey Murray and Jeremy Hurley. Teresa McNeil from HJDC school program was also present.

Judy Olinger of Blackley, Olinger & Associates was also present to present the audit results.

Wayne McClelland, Chairman, called the meeting to order at 11:00 a.m.

Approval of Minutes

Mike Carter made the motion to approve the minutes with the stipulation that the last sentence be amended. Tim Dotson stated he would take care of it. Lanny Large seconded the motion. All members voted in favor with the exception of Jim Steele who abstained due to not being a member at the last meeting.

Financial Report

Danny Johnson presented the financial report through August 31, 2016. Mike Carter questioned how many localities paid monthly versus quarterly. He was advised all but two pay quarterly. Lanny Large made the motion to approve the Financial Report as presented. Vickie Porter seconded the motion. All members voted in favor.

New Commission Member

Jim Steele was welcomed as a new member. He introduced himself to the Board and in turn the members introduced themselves to him.

"SERVING SOUTHWEST VIRGINIA"

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

School Report

Teresa McNeil, HJDC School Principal, advised that the Detention Center was now approved for Microsoft Certification for residents. She also gave the new art work calendars to the Commission members. She was thanked for her dedicated service.

Audit

Judy Olinger of Blackley, Olinger & Associates distributed copies of the Audit Report for FY2016. A letter from our attorney, Peter Curcio, concerning the Virginia State & Local Government Conflict of Interest Act was handed out to each Commission member. Mike Carter made the motion to approve and James Lane seconded. All members voted in favor.

Authorization To Sign Checks

Tim Dotson requested that Jeremy Hurley be added as an authorized check signer as James Moore retired. Approved signers will be Tim Dotson, Trey Murray, Neil Bramlette and Jeremy Hurley. Mike Carter made the motion to approve and Lanny Large seconded. All members voted to approve.

Change By-Laws to move Annual Meeting to December

Tim Dotson requested a change to the By-Laws moving the annual meeting to December from July. Mike Carter made the motion to approve and Patricia Green seconded. All members voted to approve amending the by-laws.

Tim Dotson advised the Commission that Mary Cross was off work for eight weeks due to hernia surgery.

Staff Incident

Tim Dotson advised the Commission that a staff member had been arrested for DIP. Wayne McClelland also added the staff member was on his own property. The staff member was suspended for a number of days that seemed appropriate. Mr. Dotson had also contacted the Police and Sheriff's Department to ascertain if they had any problems with the staff member during or after his arrest. There were no issues and no other charges. Mike Carter asked if it was a first offense and the reply was yes. Per Tim Dotson a memo was placed in the staff's file stating that if there were any other similar issues it could result in dismissal.

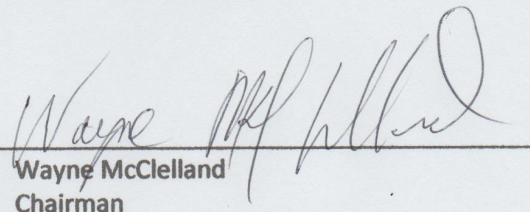
Open to Commission Members

No one had any questions or comments. Wayne McClelland thanked the other nine members for their attendance. The next Commission meeting is scheduled for December 16, 2016.

Adjourn



Tim Dotson
Executive Director


Wayne McClelland
Chairman