

# APPALACHIAN JUVENILE COMMISSION

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September 17, 2021

The regular meeting of the Appalachian Juvenile Commission was held on Friday, September 17, 2021 via Zoom meeting at 11:00 A.M., at Highlands Juvenile Detention Center in Bristol, Virginia.

## Commission members present:

Wayne McClelland – Scott County  
\*Dawn Gilbert – Wise County  
Shawn Utt – Smyth County  
\*April Collins – Dickenson County  
\*Kate McClanahan – Buchanan County  
\*Vicki Porter – Russell County

## Commission members absent:

Mr. Kevin Wingard - City of Bristol  
Arlene Matney – Tazewell County  
James Lane – City of Norton  
Sonny Brooks – Lee County  
Jason Berry – Washington County

\*via Zoom

Staff present included Tim Dotson – Executive Director, Danny Johnson – Finance Director, Trey Murray, and Mary Cross.

Wayne McClelland, Chairman called the meeting to order at 11:00 A.M.

## Approval of Minutes

Shawn Utt moved to approve the December 18, 2020 minutes. Dawn Gilbert seconded the motion. All members voted in favor of the motion.

## Financial Report

April Collins moved to approve the Financial Report thru August 31, 2021. Dawn Gilbert seconded the motion. All members voted in favor of the motion.

## Covid

April Collins moved to have staff declare their vaccinated status and if unvaccinated to be tested weekly and Appalachian Juvenile Commission to pay for testing. Dawn Gilbert seconded the motion and all members voted in favor of the motion.

## Audit

Judy Olinger of Blackley, Olinger and Associates presented the annual Audit Report for FY2021. Ms. Olinger reported the Audit Report was conducted according to the yellow

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book audit, and must also be submitted to the State. The audit was found to be a fair clean audit with no material weaknesses or deficiencies in internal control. Shawn Utt moved to accept the Audit. Dawn Gilbert seconded the motion. All members voted in favor of the motion.

State Salary Increase

Mr. Dotson reported on increase in the Block Grant that was to be used to give staff a 3% pay increase that was retroactive to July 1, 2021; however, the money was not included in the 1<sup>st</sup> quarter Block Grant. Mr. Dotson stated DJJ was having a meeting on Monday to discuss this and he would keep the Commission informed.

Open to Commission Members

The next meeting will be December 17, 2021.

Adjourn

With no further business to discuss, the meeting was adjourned.

X

Wayne McClelland  
Chairman

X

Tim Dotson  
Executive Director