

# APPALACHIAN JUVENILE COMMISSION

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October 21, 2011

The Regular Meeting of the Appalachian Juvenile Commission was held on Friday, October 21, 2011 at 11:30 A.M., at the Holiday Inn located on Linden Drive, in Bristol Virginia.

Commission members present included Alice Meade, Vice-Chairman – Russell County; Jim Heaney – Bristol; Lanny Large – Dickenson County; Mike Carter – Smyth County; Dawn Gilbert – Wise County; and C.M. Callahan, Jr. – Lee County.

Commission member absent was Wayne McClelland, Chairman – Scott County; Patricia Green – Tazewell County ; Doug Meade – Washington County; Kate McClanahan – Buchanan County; and Kyle Redman – City of Norton.

Staff present included Tim Dotson – Executive Director, Trey Murray – Director of Secure Detention, Neil Bramlette – Special Projects Coordinator, Connie Leonard - Nurse and Danny Johnson – Finance Director.

## Approval of Minutes

Lanny Large moved to approve the minutes of the Regular Meeting held on July 15, 2011. Dawn Gilbert seconded the motion. All members voted in favor.

## Audit FY 2011

Judy Olinger of Blackley, Olinger and Associates distributed copies of the Audit Report for FY2011.

Ms. Olinger reported the Audit Report was conducted according to the yellow book audit, and must also be submitted to the State. It was found to be a “clean opinion” and the Internal Control Letter states there is no material weaknesses.

Dawn Gilbert moved the FY2011 Audit be approved as submitted. Lanny Large seconded the motion. All members voted in favor.

*“SERVING SOUTHWEST VIRGINIA”*

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

### Financial Report

Danny Johnson, Finance Director, presented the Quarterly Financial Highlights through September 30, 2011. (Copy attached)

Lanny Large moved to approve the Financial Report as presented. Dawn Gilbert seconded the motion. All members voted in favor.

### FY2013 Budget

Mr. Johnson and Mr. Dotson suggested appropriating the \$458,252.00 net income for the FY2011 as follows: \$202,000.00 as a reserve for future capital replace items, 6% be held in case the state follow through with proposed decrease in funding, and 180,000.00 be returned to the localities.

Mike Carter moved to consider a two to a two and one half percent salary increase for the FY2013 budget. Dawn Gilbert seconded the motion. All members voted in favor.

Lanny Large moved to return \$180,000, from the net income from FY2011, to the localities. Dawn Gilbert seconded the motion. All members voted in favor.

After discussion, the Commission concurred that the Quarter Meeting would be changed to December, March, June, and September beginning December 2011.

### Certification

Mr. Dotson stated the three year certification was completed and the Detention Center was only out of compliance on two minor things.

### Dr. Martin Report

Mr. Dotson introduced Neil Bramlette, Special Projects Coordinator and stated he has secured over one million dollars in grants for the Appalachian Juvenile Commission.

Mr. Bramlette presented the Commission with a brief report conducted with grant funds by Teri K. Marin, Ph.D. on Observations and Recommendation for the 27<sup>th</sup>, 28<sup>th</sup>, 29<sup>th</sup>, and the 30<sup>th</sup> districts. (See Attached)

### Detention Re-Entry Program

Mr. Dotson stated he had received a request from the Department of Juvenile Justice for Highlands Juvenile Detention Center to participate in the Re-Entry Program.

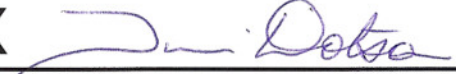
After discussion, Lanny Large moved to authorized Tim Dotson to do a Memorandum of Understanding on the Re-Entry Program and send to each Commission Member for approval. Dawn Gilbert seconded the motion. All members were in favor.

### Open to Commission Members

Dawn Gilbert stated she appreciated all the hard work employees done on the Certification and Audit.

Adjourn

There being no further business to discuss, Alice Meade , Vice-Chairman dismissed the meeting.

X 

Tim Dotson  
Executive Director

X 

Alice Meade  
Vice-Chairman