

APPALACHIAN JUVENILE COMMISSION

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January 16, 2026

The regular meeting of the Appalachian Juvenile Commission was held on Friday, January 16th, 2026 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
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
Mark Thompson – Scott 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 Brad Stallard, Attorney

Call to Order

James C. Lane, Chair, called the meeting to order at 10:16 A.M.

Election of Officers

Trey Murray opened the floor to nominations for the position of Chair. Jason Berry made a motion that the current Chair James C. Lane and Vice-Chair Shawn Utt maintain those positions for the subsequent year if they had no objections in doing so. April Collins seconded the motion.

Upon consideration, the motion PASSED by the following vote:

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

NAYES: *None*

ABSTAIN: *None*

Approval of Minutes

After review, Shawn Utt moved to approve the minutes of October 17th, 2025 with the condition that the word “approve” be changed to “accept” under the **Approval of**

“SERVING SOUTHWEST VIRGINIA”

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

FY2025 Financial Audit and **Financial Statement** sections. Arlene Matney seconded the motion.

Upon consideration the motion PASSED by the following vote:

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

NAYES: *None*

ABSTAIN: *None*

****Allen Crockett joined the meeting @ 10:23 am***
Financial Statement

Danny Johnson presented information regarding the FY26 six-month financial report covering 7/1/25 – 12/31/25.

Jason Berry moved to accept the FY26 six-month financial report as presented. Dawn Gilbert seconded the motion.

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

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

NAYES: *None*

ABSTAIN: *None*

Ratify AJC's 457 Notice to Participants Regarding Roth Catch-up Contributions

Trey Murray and Danny Johnson presented information regarding the AJC's 457 Catch-up Contributions for high-income earners. Beginning 1/1/26, under section 603 of the SECURE 2.0 ACT, high-income earners must contribute to a Roth account for those 50 and older who want to participate in catch-up contributions. The required paperwork had to be, and was, submitted by 12/31/25 to allow this benefit.

After discussion, Shawn Utt made the motion to ratify AJC's 457 signed notice to participants, which allows pre-tax and Roth elective deferral contributions. Dawn Gilbert seconded the motion.

Upon consideration, the motion PASSED by the following vote:

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

NAYES: *None*

ABSTAIN: *None*

Budget Proposal

Daniel Johnson presented information regarding the proposed FY2027 budget.

April Collins made the recommendation that, in lieu of the budgeted 3% raise for staff, the Commission follow the State's actions regarding any raises this year.

Shawn Utt made the recommendation that any excess funds at the end of FY2027 be transferred into a building fund. He also recommended that the future building plans be mentioned in the budget letter that will go out to the localities.

After discussion, April Collins made the motion to approve the budget with the proposed local costs of \$3,976,150, with a fund transfer of \$280,920, and with the recommendations listed above. Shawn Utt seconded the motion.

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

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

NAYES: *None*

ABSTAIN: *None*

Updates

Trey Murray presented updates to the Commission members on the following topics.

- Utilization of HJDC bedspace
- The HJDC Sex Offender Program
- The Shelter Care study

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

Open Session

No business was brought forth.

Closed Session

Jason Berry moved to enter into closed session under Code of Virginia Section 2.2-3711(a)(1)(7) Personnel Matters and/or Grievances. Shawn Utt seconded the motion.

The motion PASSED by the following vote:

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

NAYES: *None*

ABSTAIN: *None*

RESOLUTION

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Appalachian Juvenile Commission has convened in a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Appalachian Juvenile Commission that such a meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Appalachian Juvenile Commission hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Appalachian Juvenile Commission.

April Collins made a motion to exit the closed session under Code of Virginia Section 2.2-3711(a)(1)(7) Personnel Matters and/or Grievances. Jason Berry seconded the motion.

The motion PASSED by the following roll-call vote:

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

NAYES: *None*

ABSTAIN: *None*

Merit Raise

Upon exiting from closed session, Shawn Utt made a motion to approve a 5% merit raise for Executive Director Trey Murray. Jason Berry seconded the motion.

The motion PASSED by the following roll-call vote:

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

NAYES: *None*

ABSTAIN: *None*

Next Meeting

The next meeting was scheduled for April 17th, 2026 at 10:00am.

Adjourn

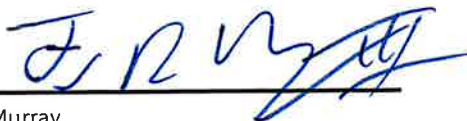
Shawn Utt made a motion to adjourn the meeting. Arlene Matney seconded the motion.
The meeting adjourned at 11:16am.

X



James C. Lane
Chairman

X



Fred R. Murray
Executive Director

