

APPALACHIAN JUVENILE COMMISSION

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September 19, 2014

The regular meeting of the Appalachian Juvenile Commission was held on Friday, September 19, 2014 at 11:00 A.M., at the Washington County Administration Building located at 1 Government Place, Abingdon, Virginia.

Commission members present included– Wayne McClelland, Chairman - Scott County; Kate McClanahan – Buchanan County; Lanny Large – Dickenson County; Patricia Green – Tazewell County; Mike Carter – Smyth County; Catherine Brillhart – Bristol; and James Lane – Norton.

Commission members absent were Doug Meade – Washington County; Dawn Gilbert – Wise County; C.M. Callahan, Jr. – Lee County; Vicki Porter – Russell County.

Staff present included Tim Dotson – Executive Director, Danny Johnson – Finance Director, Jeremy Hurley, Hunter Harrison, and Jim Moore.

Approval of Minutes

Patricia Green moved to approve the minutes of June 20, 2014. James Lane seconded the motion. Members Wayne McClelland, Catherine Brillhart, James Lane, Patricia Green, Mike Carter, and Lanny Large voted in favor. Kate McClanahan abstained.

Financial Report

Danny Johnson presented the financial report through August 31, 2014. Mike Carter moved to approve the Financial Report as presented. Patricia Green seconded the motion. All members voted in favor.

Audit Report

Judy Olinger of Blackley, Olinger and Associates distributed copies of the Audit Report for FY2014.

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” but two significant deficiencies were identified. (See attached Schedule of Findings and Responses 2014-01 and 2014-02)

“SERVING SOUTHWEST VIRGINIA”

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

HJDC School Principal

Teresa McNeil, School Principal at the Highlands Juvenile Detention Center informed the Commission about two different Educational Programs offered to all students at the Detention Center; ServSafe: Food Handler and CareerSafe Cyber Safety Awareness.

Per Diem Rate

After discussion, Mike Carter moved to raise the Per Diem rate to \$175.00 per day effective September 19, 2014 at 12 noon. James Lane seconded the motion. All members voted in favor.

Staffing

Tim Dotson informed the Commission that during the past two months, there has been four staff members on Short Term Disability and Family Medical Leave including the Director of Secure Detention, Trey Murray. During his absence, Jeremy Hurley is interim Director of Secure Detention and Hunter Harrison is assuming Mr. Hurley's duties. Both of these changes were done without any pay changes.

Mr. Dotson also informed the Commission that random drug testing for all employees is now implemented and will be done quarterly.

Certification

Mr. Dotson informed the Commission the 3 year Certification was finished and the Detention received a 100%. He also noted that to his knowledge, we have never received 100% and he was proud of the staff for all their hard work.

Open to Commission Members

All Commission Members expressed their appreciation for the results of the Certification and various ways to reward staff was discussed.

The next Commission Meeting will be December 19, 2014.

Adjourn

With no further business to discuss, Chairman Wayne McClelland adjourned the meeting.

X



Tim Dotson
Executive Director

X



Wayne McClelland
Chairman