

Juvenile Detention Commission for Northern Virginia

Meeting Minutes

Thursday, March 12, 2024

Call to Order: Mr. Conklin called the meeting to order at 4:42 p.m.

ATTENDEES

Members present: Mr. Earl Conklin (Arlington – Chairperson) Mrs. Marguarite Gooden (Arlington) Mrs. Sonnja Brown (Alexandria) Mr. Yon Lambert (Alexandria)

Staff present: Ms. Johnitha McNair, Mr. Ian Rachal, Mr. Jahi Banks, Ms. Emily Anne Reiney, Mr. Leroy White, Carolyn Pucciarelli

Other Attendees: Mr. Neil Title (Attorney), Mr. Amir Farshchian of 3-iT Accounting & Financial Services Corporation, Zakiya Worthey of KLamb, Mike Mackey(CSU-Alexandria),

APPROVAL OF MINUTES: The minutes were approved unanimously.

PUBLIC COMMENT: There was no public comment.

COMMENTS OF THE CHAIR AND COMMISIONERS: Mr. Conklin wanted to note that it is Women’s History Month, while especially recognizing the women who support and have supported NVJDC. Ms. Brown wanted to share that kids are actually listening even when it appears they are not listening, knowing it is a thankless job, she encouraged everyone to keep going. Ms. Gooden shared a story of a difficult student who is now a successful businessmen.

COMMISSION BUSINESS

Update on Jurisdictional Funding for FY25 Budget: Mr. Conklin reported Arlington had their budget work session with the county board, the request for funding was included in the budget. Falls Church is preparing for their work session and the funding request was included. Mr. Lambert reported that the Alexandria City manager proposed budgets for both detention and shelter care. Funding for detention is about \$260k short of what was requested, while shelter care was \$490k less than requested. Mr. Lambert noted that a work session will be held tomorrow night. Ms. Gooden inquired about the impact of less funding, and how it affects the residents. Mr. Conklin pointed out that utilization would be part of the discussion in Alexandria for their work session. A discussion followed.

Discussion of Communication Practices: Ms. Gooden noted a meeting that had taken place which included commission business, she stated there needs to be boundaries and parameters set up as to how to meet with Ms. McNair Ms. Gooden stated there should be at least two members should be present for meetings that include commission business. Ms. Brown echoed Ms. Gooden’s comments by also noting she had concerns as well. Ms. Brown noted she represents families and needs to be a part of the discussion and decision making. Ms. McNair noted she was uncomfortable conducting any meetings without the full body being aware a meeting is taken place. Mr. Lambert noted the meeting took place to compare notes and to ensure that all questions from the council would be responded to appropriately, and that staff from the center

was included with the effort. Ms. McNair requested the commission create the boundaries needed to perform her job. She noted she would share when something did not feel right or if boundaries were becoming blurred. A discussion followed. Mr. Lambert proposed moving forward that when a response to a governing body is needed, that it is clearly articulated in the meeting minutes, and what the response process may be. Mr. Conklin noted he would be meeting to discuss the budget memo by chance other members would like to join the meeting, Mr. Lambert noted sharing the draft with the body, even by email should be helpful moving forward. Mr. Conklin stated he would commit to sending out an email to alert other members a meeting will be taking place.

REPORTS

Financial Report: Ms. McNair provided the financial reports for shelter care and the detention center which covered up to January 2024. Total assets were \$10.6 million, Ms. McNair noted that there was \$726k in new revenue which included the block grant and the funds from Alexandria. Ms. McNair pointed out that next month's revenue will be reflected from Portsmouth, CAP and CPP. Ms. McNair reported the contingency funds were released by Alexandria. Total expenditures were \$505k. The projected revenues are at 83.2% for FY2024. The fieldwork for the fiscal audit has been completed and a presentation to the commission will be presented once the audit is completed. Ms. McNair stated that she asked the auditors to also look into the new Wells Fargo accounting changes. Mr. Title noted the management of the account is by a separate entity, the funds are not FDIC insured and compliance under the state code is still being looked into. Mr. Lambert and Ms. Gooden noted they would attend a meeting to gain clarity on the account. Ms. McNair noted total assets were up 1.9 million, up from 1.3 million in December. Payroll and pension liabilities were up. New revenue was 361k in January for shelter care. Shelter care is at 79.4% of the projected revenues for FY2024. A discussion followed.

Executive Director's Report: Ms. McNair noted her report is a continuation of all that has been discussed thus far. Staff recruitment is ongoing. There were four new hires. Operational environment is still a focus. There is a musical concert coming soon, which includes classical sound during the residents' spring break. As of today, there are 40 residents. There are two out of jurisdiction residents, four individual bed placements. Ms. McNair stated there is a meeting with NATCAP to finalize the drug treatment program. Mr. Rachal reported that because of the analog system of keys and doors, they are wearing out prematurely. The contractors have visited the facility, some have been unable to meet the facility needs at all, and there have been others who are able to provide a new system. Once all proposals have been collected, there will be an emergency provision request. Mr. Lambert inquired if the utilization percentage is accurate. Mr. Rachal noted the percentage reflects just the jurisdiction .

Care Center Report: Ms. Reiney reported that there are currently twelve residents, seven of which are female. There are currently 18 full-time staff, two members of staff have completed training and are now on the floor. Mr. Brooks was the employee of the month. Residents continue to complete groups, four groups a day at minimum.

NVJDC Principal: No Report.

Ms. Worthey's Report: Ms. Worthey provided an overview of her report and stated there will be some round table discussion with staff. The probation officer's meeting has been rescheduled, just awaiting confirmation. The policies and procedures are still being reviewed and signed. A meeting with NATCAP will take place tomorrow. Staffing analysis for shelter care has been completed and the center is in progress. Ms. Worthey noted the commission needs to create a process regarding the budget shortfall. Mr. Lambert made a motion that the commission direct the director to work with her team to design a process, working backwards with the dates in the memorandum, that would allow the commission to clarify their vision and approach for unit seven and would also allow to incorporate any future FY26 budget consideration items. Secondly, ask staff to design a process to move and consider an update to the IJA by June 30 if possible and if not to ensure the commission has a date that the IJA could be adopted by. A discussion followed.

Neil Title: Mr. Title provided comments on his review of the IJA. He noted there was a portion about borrowing money and in his opinion was not necessary, so it was removed. Mr. Title noted he attempted to make the language of the agreement better, while pointing out sections 2.7 & 3.3 may need to be reviewed by the commission.

CSU (Court Services Unit) Directors Reports:

Alexandria – Mr. Mackey noted working on a centralized email address for reporting but has yet to test it. Mr. Mackey stated there may be a better way to participate in the conversation of family members visiting.

Arlington – No report.

The meeting was adjourned at 7:35 p.m.