

VIRGINIA JUVENILE JUSTICE ASSOCIATION

BOARD OF DIRECTORS QUARTERY MEETING

Sheraton Park South
Richmond, Virginia

September 12, 2003 – 10:00 AM

MINUTES

Present:

Bob Bermingham, President; Lewis Wright, Immediate Past President; Jim Woolf, Vice President & Membership Chair; Beth Mohler Stinnett, Secretary; Dave Carver, Northern District Chair; Katherine Farmer, Capitol District Chair and Institute Planning Chair; Richard Hagy, Standards & Benefits Chair; Teri Larsen, Legislative Committee Chair; Scott Warner, Awards Committee Chair; Sheila Hightower, Public Relations Committee Chair and Brigette Peterson, Grants Committee Chair.

Not Present:

Donna Musiello, Treasurer; Paul Greggs, Tidewater District Chair; Kim Koeppen, Valley District Chair, Bridges Spiva, Blue Ridge Chair; Gary Conway, Editorial Committee Chair; Amy Darby, Bylaws Committee Chair; Mark Thompson, Southwest District Chair; Rick Teague, Scholarship Committee Chair; Tina Beck, Website Committee Chair and Diane Floyd, Training Consultant.

The meeting was called to order at approximately 10:13 a.m.

I. Minutes of Last Meeting

As there was no quorum at the meeting on May 30, 2003, the minutes from the March 26, 2003 meeting were not approved. There were no corrections or additions noted regarding the minutes of March 26, 2003 or May 30, 2003. Jim Woolf made a motion to dispense with the reading of the minutes. The motion was seconded by Dave Carver and carried unanimously.

II. Treasurer's Report

Donna Musiello, Treasurer, was unable to be present for the meeting. In her absence, Jim Woolf and Sheila Hightower provided the report. The balance in the Institute Account was reported as \$16,141.41. The balance in the General Account was reported as \$15,072.76. Katherine Farmer made note that meals provided following board meetings should be posted to the General Account. Sheila made the Board aware that though a check in the amount of \$970.00 written

to the Newport News Detention Home (for conference reimbursement) has cleared our bank, the amount was never posted to Newport News' account. Newport News will need to investigate the matter further and determine who signed the back of the check. A motion was made by Dave Carver to accept the treasurer's report. Katherine seconded the motion and it was carried unanimously.

III. District Reports

A. Tidewater

Paul Greggs, Tidewater District Chair, was unable to attend the meeting and there was no report.

B. Capital

Katherine Farmer, Capital District Chair, was present and provided a report. The Capital District held their annual training and crab feast. Robert Franklin spoke on Healthy Relationships and Teen Dating Violence. There was a great turn out with 63 participants, 12 of whom signed up as new members. Some participants came from as far away as the Eastern Shore.

C. Valley

Kim Koeppen, Valley District Chair, was unable to attend the meeting, but sent a written report. The Valley District recently held an officer's meeting. They discussed hosting a day of training. The district has no money to pay a speaker, so they are soliciting ideas for free speakers. In addition to discussing training, they discussed contacting their local legislators. Kim recently had the occasion to meet Mark Obenchain who is running for state senate in the Shenandoah Valley (<http://www.obenshainforsenate.com/speech.html>). She took advantage of the opportunity to make him aware of VJJA and current issues of concern.

D. Blue Ridge

Bridges Spiva, Blue Ridge District Chair, sent her regrets that she was unable to attend the meeting. While there was nothing new to report, after expressing concern that her familial and work responsibilities have caused her to be less actively involved in VJJA than she would like, Bridges indicated she is considering stepping down as District Chair. Input was sought from the Board re: potential (free) speakers to provide training in the Roanoke area. Beth Stinnett indicated that the Virginia Wilderness Institute (VWI) in Grundy is starting a Canine Assistance program. The youth will be training dogs to serve as companion animals for handicapped children. Once the program is operational, they might

have an interest in bringing a couple of students and dogs to provide a demonstration.

E. Northern

Dave Carver, Northern District Chair, was present and provided a report. In October, the Northern District will co-sponsor a training with Graydon Manor. The full day of training, which is scheduled for October 17, 2003, at Centreville Training Center, will cover two topics: Art Therapy and Interpreting Psychological Test Results. The Northern District has 20-30 new members. Some of the new members are encouraged by VJJA's recent legislative efforts and successes and want to get more involved in proposed amendments to the Virginia Law Enforcement Retirement System (VALORs).

F. Southwest

Mark Thompson, Southwest District Chair, was unable to attend the meeting, but Richard Hagy reported on his behalf. The Southwest District held a training on July 31, 2003. It was a group effort with numerous other agencies involved. Nearly 250 people attended the training sessions at the Abingdon Higher Education Center. The training was said to be a great opportunity for collaboration across agencies.

IV. Committee Reports

A. Legislative

B. Legislative Liaison

Teri Larsen, Legislative Liaison, was present and provided a report. She reported that VJJA was recently the recipient of a citizen award. She brought the award to show other members. Teri recently had a meeting with Deron Phipps, DJJ Legislative Liaison, to work on some talking points. We are looking to get CSU folks out of the business of writing custody investigations and processing advisements/financials. Teri said Delegate Bell, who has been very supportive of our efforts, should be invited advised to the upcoming business luncheon. VALORs continues to be important to folks in the field. There is a membership recruitment/VALORs meeting in Manassas on September 30th. New members are considering joining because of our recent legislative involvement and their hope that we will continue to actively pursue VALORs. Teri has e-mailed Director Jones to seek his opinion on pursuing VALORs this year. He responded that though he did not believe we could be successful this year, it was important to keep the issue alive. Additionally Teri and Richard had the occasion to chat with Mr. Jones at this year's crab feast. He suggested partnering with other associations.

C. Institute Planning

Katherine Farmer, Institute Chair, was present and provided a report. This year's conference will take place on November 5, 6, & 7, at the Sheraton Park South. She has contacted but not heard back from Steve Pullen re: financial support from DJJ. She has also written letters to local businesses asking for donations for door prizes. This year's giveaway item will be lanyards. There will likely be 2 speakers from OJJDP. Also, former DJJ Acting Director Dave Marsden and AMI CEO Bob Weaver will be speakers. The president's reception will be held on Wednesday night and the social is slated for Thursday. Private agency donations are needed to fund the President's reception. Feedback from the membership and Board is needed re: the location for next year's conference. Williamsburg and Charlottesville have been proposed.

D. Public Relations

Sheila Hightower, Public Relations Chair, was present and provided a report. She indicated plans are underway for the vendor displays at this year's conference. Letters have been sent to prospective vendors and 10 vendors have already confirmed. There is space for 22 vendors @ \$375.00 per table/booth (up from \$350.00 the last few years). A press release will be sent to print and television media 2-3 weeks before the conference. The Public Relations Subcommittee hopes to start working more closely with the Legislative Committee. For example, the Legislative Committee has invited Delegate Robert Bell (who has been supportive of our legislative efforts) to the conference business luncheon. The Legislative Committee shared that information with the Public Relations committee, who will include Delegate Bell's name in the upcoming press releases.

E. Bylaws

Amy Darby was not able to be present and there was nothing new to report. Bob Bermingham, President, indicated that he would contact her to ask about District Chair vacancies.

F. Scholarship

Ricky Teague was not able to be present and there was no report.

G. Awards

Scott Warner, Awards Committee Chair, was present and provided a report. He indicated he has award nominations that were carried over from last year. Additionally, he will be sending a correspondence next week soliciting additional nominations.

H. Editorial

Gary Conway, Editorial Committee Chair, was unable to be present but sent a written report. The Editorial Committee has published 3 issues of the *Advocate* this year. The next issue is due out in late October. Last year, they were able to mail out conference registration information with the fall issue, but they will not be able to do the same this year (the editorial staff cannot meet the September deadline that would be necessary to get the conference information to folks in time to seek non-routine travel approval 30 days in advance). The *Advocate* budget is looking good. With one (1) issue of the newsletter remaining to be printed and mailed, the balance is \$1,290.50. An itemized budget was submitted for review.

I. Standards & Benefits

Richard Hagy, Standards & Benefits Committee Chair, was present and provided a report. He indicated that representatives from the CSU Director's Association, the Virginia Municipal League (VML), the Virginia Association of Counties (VACO), the Virginia Council on Juvenile Detention (VCJD) and some other groups continue to meet on a quarterly basis. The coming together of these various entities with common goals was an initiative of DJJ Director Jones. Richard is the VCJD representative. One thing that came out during the initial meeting was mistrust. The committee representatives are to submit recommendations for the use of VJCCA funds in the new biennium to DJJ Deputy Director Tim Howard.

Long time VJJA member and DJJ employee John Newell has joined the Standards & Benefits Committee. He is employed by the Division of Community Programs at the Central Office. Additional committee members are needed.

The issue of new Probation Officers (former Grade 10 position – now Band 4) being started at the bottom of the former Grade 9 pay scale was raised as an issue for the committee to consider looking into/addressing.

J. Membership

Jim Woolf, Vice President and Membership Committee Chair, was present and gave a report. He indicated that the current membership is 407 (down since the conference, but higher than this same time last year). He recently had new application forms and brochures printed and copies of both were distributed. Beth Stinnett, Secretary, indicated she would mail copies to the absent District Chairs.

K. Training Consultant

Diane Floyd, Training Consultant, was not able to be present. Her report was made by Sheila Hightower. She indicated that the site for next year's Spring Institute was changed from the Ramada Inn to the Quality Inn. Also, the Institute will be held in mid-March, not during the last week of March as in previous years.

L. Web Site

Tina Beck, Website Committee Chair, was unable to be present. Beth Stinnett indicated that given the space constraints of our current (free) website, it may be necessary to obtain a new ISP, even if that means paying an annual web hosting fee.

M. Grants Committee

Brigette Peterson was present and provided a report. She has sent letters to the Annie E. Casey Foundation, Freddie Mac, the Robert Wood Johnson Foundation and the MacArthur Foundation. So far, the only response has been from Freddie Mac. They have requested additional information with regard to how our objectives, training, etc. are relevant to their cause. Brigitte indicated we may need to make a decision about to what extent we want to allow potential funding sources to impact the selection of our training topics.

V. Old Business

- A. Expansion of Legislative Efforts
- B. Scholarship – Institute Account
- C. Failure to Reach Quorum at Last Meeting
- D. Adoption of the Minutes (computer crash resulted in loss of Nov'02 minutes)

VI. New Business

- A. 2003 Training Institute
- B. Public Relations Effort w/ CSU – Role of the District Chair
- C. Election Year:

As this year is an election year for state offices, President Bermingham appointed Lewis Wright as the head of the nominating committee. Additionally, the district chairs were appointed to serve on the committee.

VII. Adjournment

Jim Woolf made a motion to adjourn the meeting at approximately 12:00 noon. The motion was seconded by Dave Carver and carried unanimously. The next board meeting is scheduled for Wednesday, November 5, 2003, at 9:00 a.m. at the Sheraton Park South (conference location).

Respectfully submitted,

Beth Mohler Stinnett