

**VIRGINIA JUVENILE JUSTICE ASSOCIATION
BOARD OF DIRECTORS MEETING**

**HOSPITALITY HOUSE – WILLIAMSBURG, VIRGINIA
May 21, 2004 – 10:00 AM**

MINUTES

PRESENT: Bob Bermingham, President; Lewis Wright, Immediate Past President; Beth Mohler Stinnett, Secretary; Samantha Higgins, Valley District Treasurer; Scott Warner, Awards Committee Chair; Marie Bristow, Capitol District Vice Chair; Dave Carver, Northern Virginia Chair; Sheila Hightower, Public Relations Committee Chair.

NOT PRESENT: Jim Woolf, Vice President; Donna Musiello, Treasurer; Katherine Farmer, Capitol District Chair and Institute Planning Chair; Paul Greggs, Tidewater District Chair; Mark Thompson, Southwest District Chair; Richard Hagy, Standards and Benefits Chair; Brigitte Peterson, Grants Committee Chair; Diane Floyd, Training Consultant; Amy Darby, Bylaws Committee Chair; Gary Conway, Editorial Committee Chair; Steve Spero, Legislative Liaison and Tina Beck, Website Committee Chair.

VACANCIES: Blue Ridge District Chair; Legislative Committee Chair

The meeting was called to order at 10:00 a.m.

I. Minutes of Last Meeting

There were no corrections to the March 2004 minutes. Dave made a motion to dispense with the reading of and accept the minutes. Lewis seconded the motion and it was carried unanimously.

II. Treasurer's Report

Donna was not present at the meeting and there was no treasurer's report, Lewis made a motion that Donna distributed copies of the minutes via fax or e-mail within 2 weeks of the meeting. Dave seconded the motion and it was carried unanimously. The treasurer's report will need to be accepted at the September 2004 meeting.

Dave Carver reported he served on the audit team that reviewed the treasurer's books (in March). Other members of the audit team were Brigitte Peterson and Paul Greggs. The audit went well and no inconsistencies were identified.

III. District Reports

A. Tidewater

Paul Greggs, District Chair, was not present, but Sheila Hightower was present and gave a report. She indicated the district held elections and

elected the following officers: Paul Greggs, Chairperson (34 votes), Dennis West, Vice Chair (34 votes), Robin Bailey, Secretary (34 votes) and Pat DeLauder (33 votes). Sheila made a motion to certify the election results. The motion was seconded by Beth and carried unanimously. The district will sponsor training in June. The topic will be juvenile sex offenders and the site will be the Barry Robinson Center. In addition to the June training, a membership drive is planned.

B. Capital

Marie Bristow, district co-chair, was present and provided a report. The capital district is planning a training session on June 26. The event is being sponsored by the United Methodist Family Services. Additionally, the annual Crab Fest is being planned for September 16.

C. Valley

Kim Koeppen, district chair, was not present but Samantha Higgins, district treasurer, was present and provided a report. She indicated the Valley District recently held elections. 19 ballots were returned. The results were: Kim Koeppen, Chair, Tim Showalter, Vice Chair, Kristie Shuey, Secretary and Samantha Higgins, Treasurer. Samantha made a motion to certify the election results. The motion was seconded by Lewis and carried unanimously. The district is hopeful to hold training during the month of August.

D. Blue Ridge

The district chair position is currently vacant and no one was present from the Blue Ridge district. Lewis Wright will call Rick Smith, the district's Vice Chair, to assist the district with holding elections.

E. Northern

Dave Carver, District Chair, was present and provided a report. He indicated the Northern District held elections, with the following results: Dave Carver, Chair (23 votes), Brigitte Peterson, Vice Chair (23 votes), Shannon Hanekamp, Secretary (23 votes) and Ellen Patterson, Treasurer (23 votes). Dave made a motion to certify the election results. The motion was seconded by Beth and carried unanimously. In addition to holding elections, the Northern Virginia district recently sent a training survey to its membership. Using the input they receive re: topics, they are hopeful to offer training during the month of July.

F. Southwest

Mark Thompson, District Chair, was not present and there was no report. It is believed the district held elections. The results will need to be certified at our September meeting.

IV. Committee Reports

A. Legislative Liaison

Steve Spero was not present and there was no report.

B. Legislative Committee

The position of Legislative Chair is currently vacant and President Bermingham has been covering the position in the interim. He recently sent letters to Senator Colgan and Delegate Bell thanking them for their support of our efforts during the 2004 legislative session. Also, as an assignment for his graduate studies in public policy, Bob had to write a research paper about the state's current budget situation. He interviewed a number of members of the General Assembly, including Delegate Dave Albo and Senator Ken Cuccinelli. Bob said he threw VJJA into a number of his conversations. Bob made the Board aware that the association recently received a letter from Delegate Robert McDonnell, from Virginia Beach, praising our efforts towards HB 1146 ("Rocket Docket"). The letter was copied to DJJ Director Jerrauld Jones and the Secretary of Public Safety's office.

C. Institute Planning Committee

Katherine Farmer was not present, but has booked the Hospitality House in Williamsburg for the fall conference. Bob indicated that he and Scott Warner are continuing to work with Shauna Epps from DJJ and Will Bronson from DCJS to secure speakers for the conference. The theme will be Disproportionate Minority Contact (DMC) and Early Intervention/Prevention. In following with tradition, Friday's keynote speaker will be from the FBI. Beth suggested that if an FBI speaker is to be used for the last day, the topic should fit with the theme. One suggested topic was Racial Profiling & DMC. Beth also suggested keynote speaker Rick LaVoie (www.ricklavoie.com) whom she heard at a recent conference in Florida. Scott will check into using Mr. LaVoie for this or a future conference. Lastly, Beth made the Board aware she recently contacted the Missouri Juvenile Justice Association (MJJA) for asked what software program they used to design their conference brochure (it was very professional looking). They used PageMaker and were nice enough to share the template via e-mail. It can easily be modified for our event.

D. Public Relations Committee

Sheila Hightower was present for the public relations committee and provided a report. She is in the process of sending out letters to prospective exhibitors for the fall conference. She hopes to have all tables/booths filled by August 1. Bob made the Board aware VJJA has been invited to set up a table at the DCJS conference scheduled for June 15 and 16. The cost for setting a table is \$250.00. Sheila made a motion that the association allocate the necessary \$250.00. The motion was

seconded by Lewis and carried unanimously. Dave Carver will work on putting together a display board. The literature and handouts on the table will include membership applications and copies of The Advocate.

- E. Bylaws Committee
Amy Darby, Bylaws Committee Chair, was not present and there was no report. Amy will be contacted for an electronic copy of the by-laws for inclusion on the organization's website.
- F. Scholarship Committee
Rick Teague, Scholarship Committee Chair, was not present and there was no report. Beth Stinnett made the Board aware the scholarship application was recently amended and converted to PDF format. It will be added to the association's website.
- G. Awards
Scott Warner was present but indicated there was nothing new to report.
- H. Editorial
Gary Conway, Editorial Committee Chair, was not present but sent a written report (attached). Beth made the Board aware that back issues of The Advocate for the last few years have been converted to PDF format and will be uploaded to the association's website. All future copies will be uploaded simultaneously to the paper mailings.
- I. Standards and Benefits
Richard Hagy, Standards & Benefits Chair, was not present and there was no report.
- J. Training Consultant
Diane Floyd, Training Consultant, was not present and there was no report.
- K. Membership Committee
Jim Woolf, Membership Committee Chair, was not present but sent a report. He indicated the association currently has 627 paid members. Beth suggested the association approach DJJ's HR Department about the possibility of membership dues for DJJ employees being paid through payroll deduction. Director Jones will be approached with this idea.
- L. Website Committee
Tina was not present, but Beth Stinnett was present and provided a report. She made the Board aware that the website has been switched to a paid site with 150 MB of hosting space, 5 GB of data transfer, and 10 POP e-mail accounts. With the addition of the new space and data transfer, she and Tina will be able to add much more information, including a page for

each district and each committee. A long range goal is for members to be able to pay their dues on-line. Beth again asked for ideas and contributions from each of the district chairs and committee chairs.

- M. Grants Committee
Brigette Peterson was not present and there was no report.

III. Old Business

- A. 40 Year Anniversary Celebration in 2006
Plans are underway for a large anniversary celebration in 2006. Paul Greggs has been appointed to head up that effort. All ideas should be shared with Paul.

IV. New Business

- A. Future Board Members and Active Members
There was discussion about the small number of members exhibiting leadership and taking on an active role in the association. It was discussed that significant turnover within DJJ positions (as a result of low starting pay) was partially to blame, as a result of many people not staying in the profession long term. An idea to stimulate interest in people getting more actively involved was to host a Leadership Mixer during the fall conference. This idea will be added to the agenda for the next meeting.

V. Adjournment

Sheila made a motion to adjourn the meeting at approximately 11:45 am. The motion was seconded by Dave and carried unanimously. The next board meeting will be scheduled for September 17, 2004, at the Henrico County CSU.

Respectfully submitted,

Beth Mohler Stinnett
VJJA State Secretary