

VIRGINIA JUVENILE JUSTICE ASSOCIATION BOARD OF DIRECTORS MEETING

14TH COURT SERVICE UNIT – HENRICO COUNTY, VIRGINIA
September 17, 2004

Minutes

PRESENT: Lewis Wright, Immediate Past President; Beth Mohler Stinnett, Secretary and Website Liaison; Dave Carver, Northern District Chair; Katherine Farmer, Capitol District Chair and Institute Planning Chair; Paul Greggs, Tidewater District Chair; Kyle McMahon, Blue Ridge Chair; Richard Hagy, Standards & Benefits Chair and Scott Warner, Awards Committee Chair.

NOT PRESENT: Bob Bermingham, President and Legislative Chair; Jim Wolf, Vice President; Donna Musiello, Treasurer; Kim Koeppen, Valley District Chair; Mark Thompson, Southwest District Chair; Gary Conway, Editorial Committee Chair; Amy Darby, Bylaws Committee Chair; Sheila Hightower, Public Relations Committee Chair; Rick Teague, Scholarship Committee Chair; Tina Casper, Website Committee Chair; Brigette Peterson, Grants Committee Chair and Diane Floyd, Training Consultant.

GUEST: Michele Fricke

I. Minutes of Last Meeting

There were no corrections or additions to the May 2004 minutes. Paul made a motion to dispense with the reading of and accept the minutes. Katherine seconded the motion and it was carried unanimously.

II. Treasurer's Report

Donna was not present at the meeting (she is off getting married and will return Donna Baker!) She sent the following treasurer's report: as of 09/17/2004 General Account \$15,627.15; Institute Account \$25,953.67.

Dave made a motion to accept the treasurer's report. Katherine seconded the motion and it was carried unanimously.

III. District Reports

A. Tidewater

Paul Greggs, District Chair, was present and gave a report. He indicated approximately 40 people attended a training session the district held at the Barry Robinson Center in June. The topic was juvenile sex offenders. Another training session is scheduled for 09/30/2004. The topic will be new substance abuse treatment approaches and there will be space for up to 120 participants.

- B. Capital
Katherine Farmer, District Chair, was present and provided a report. She indicated the capital district held a training session on June 23rd. The topic, which was juvenile sex offender treatment, drew 65 participants. Additionally, the annual Crab Fest was held on September 16. The morning Paul Greggs was the guest speaker. He delivered a problem solving workshop entitled, "What's Your Problem?" 45 people attended the training and an additional 15 came out for the crab fest. As a result of the recent trainings, the capital district has several new members.
- C. Valley
Kim Koeppen, District Chair, was not present but Samantha Higgins, District Treasurer sent a report. She indicated the Valley District held a training session on August 13th at the Lexington Court Service Unit. Dr. Kelly Shifflett of the Rockbridge Area Community Services Board delivered the training which was entitled, "Media Messages and the Promotion of Juvenile Delinquency". It was attended by law enforcement, court service unit and private provider personnel from throughout the Shenandoah Valley and netted 17 new members. Local Delegate Ben Cline attended the business meeting that took place following the training. Special thanks to Delegate Cline for his attendance and kudos to Samantha for inviting him!
- D. Blue Ridge
Kyle McMahon, was welcomed as the newly elected Blue Ridge District Chair. He indicated his first order of business as District Chair is to increase membership. As most of the district's membership is Roanoke CSU employees, he will be sending out recruitment letters to other CSUs in district. He asked the other Board members for any suggestions in growing membership. A few suggestions were to recruit private providers, school personnel and local DSS employees. In addition to focusing on recruitment, the Blue Ridge district will schedule a training session for the fall. They are hoping to have Ben Anthony from DJJ's Training Unit to speak on gangs.
- E. Northern
Dave Carver, District Chair, was present and provided a report. He indicated the Northern District is planning a training session for October 15th. The topic will be, "Herbal Medications: The Next Club Drug". The training, which will take place in Chantilly, will be free to members and will include lunch. Non-members will be required to pay \$10 to cover the cost of their lunch. Registrations will be done via e-mail to save on postage.
- F. Southwest
Mark Thompson, District Chair, was not present (he's busy coaching high school football!), but Richard Hagy was present and provided a report. While not a VJJA event/meeting, VJJA had a presence at the *Focus on Youth in Southwest Virginia* meeting that took place in Bristol. (Richard and Mark both attended). Other DJJ employees in attendance were DJJ's

Director Jerrauld Jones, Program Development Manager Scott Reiner and Detention Specialist Marilyn Miller. Also among the 55-60 people in attendance were Judges, Senators and Delegates. Convened by Highlands Juvenile Detention Commission, the purpose of the meeting was to discuss levelizing services in all our localities. There was talk of VJCCCA funds, block grants and IV-E funds. Richard said the meeting was a great networking opportunity and had a positive impact.

IV. Committee Reports

A. Legislative Liaison

B. Legislative Committee

President Birmingham, who has assumed the role of Legislative Liaison, was not present but sent his report via Lewis Wright who was chairing the meeting in his absence. He indicated the Legislative Committee needs additional members. He recently sent letters to Senator Colgan and Delegate Bell requesting meetings. They have both been supportive in the past. Bob will be sending letters to each of the District Chairs directing them to identify and make contact with legislators in their areas. In the recent past Bob sent a copy of DJJ's legislative package via e-mail and asked for comments from the Board. To date, Lewis is the only Board member who has responded. A copy of the package was distributed and reviewed at the meeting. Members were asked to indicate which items they support and items for which they have no particularly strong feelings. A few of the items were discussed at the meeting and Board members were asked to review the other items later and provide comment. One item, removing Judicial authority to detain juveniles charged with CHINS, prompted much discussion and debate. Dave Carver expressed opposition. Richard Hagy and Beth Stinnett expressed support, noting that removing CHINS from detention is consistent with other efforts in the state (e.g. JDAI - Juvenile Detention Alternatives Initiative) and just not good practice given the detrimental effects of detention.

C. Institute Planning Committee

Katherine Farmer was present and provided a report. She again reminded everyone that the Fall Conference/Institute is scheduled for November 3-5, 2004, at the Williamsburg Hospitality House and that the theme is Disproportionate Minority Contact (DMC) and Early Intervention/Prevention. National-level speakers are slated to speak for each of the general sessions. A "save the date" announcement went out to DJJ employees via e-mail and the actual brochures will be mailed in a week or so. Katherine indicated the wrong number was listed for reservations and provided the correct number. She made Board members aware that rooms must be reserved by October 15th to get the special \$59.00 rate.

The giveaway item, to be given at the time of registration, is mouse pads. Also, Shauna Epps indicated she could donate 50 DJJ bags she has left from another conference.

District Chairs were reminded to put together a themed gift basket (representative of their district) to be given away as a door prize on the last day of the conference. Approximate value should be \$50.00.

Northern Virginia Counseling Group donated \$1000.00 towards the conference. Their contribution will be recognized by a note of thanks in the registration packets. Family Preservation Services has made a donation in past years and may donate this year as well.

Beth offered to assist with the design of this year's conference brochure and suggested a tri-fold format. Also, she indicated she would be happy to convert the brochure to a PDF file so it can be shared electronically via e-mail and our website. Katherine thanked her for the offer and also noted she'd like to purchase a user-friendly desktop publishing software so that a nicer brochure can be created for future training sessions and conferences. Beth made a motion that the Board approve spending up to \$150.00 on desktop publishing software. Paul seconded the motion and it was carried unanimously.

LEADERSHIP MIXER: There was a reminder that we talked of scheduling a Leadership Mixer to recruit new folks to serve on the Board and various committees. The mixer will be listed in the conference materials. Also, invitations will be extended to members who have demonstrated interest and/or leadership potential. The invitations will say, "Come meet the VJJA Board and learn how you can become more involved in VJJA! The association is on the move. Whether your interest is legislation, marketing, training, recognition, networking or other find out how your active participation can help make a difference". Other after-hours activities for the conference include a Dance/Social.

D. Public Relations Committee

Sheila Hightower, Public Relations Chair, was not present and there was no report. She has sent out letters to prospective exhibitors for the fall conference. The exhibit space is filling quickly, with the room over half full.

E. Bylaws Committee

Amy Darby, Bylaws Committee Chair, was not present and there was no report. Beth Stinnett made the Board aware that she recently uploaded an electronic version of the by-laws to the association's website.

F. Scholarship Committee

Rick Teague, Scholarship Committee Chair, was not present and there was no report. Beth Stinnett made the Board aware she uploaded an electronic copy of the scholarship application to the association's website. She also provided hard copies of the scholarship application and asked that District Chairs share them with interested members.

G. Awards

Scott Warner was present and provided a report. He reminded the Board there is still time for nominations to be submitted for this year's meritorious awards.

There was the suggestion that in addition to giving the 4 meritorious awards, we should start recognizing years of membership in the association. Jim has indicated he has records going back to when he took over as Membership Chair, but that our records before that time are incomplete. The suggestion was made that we query our members (perhaps on the conference registration forms), by asking "What year did you first join VJOA/VJJA?"

Two names, Sue Ann Morgan and Bill Weaver, were submitted for the memorial plaque.

Beth made a motion that we award three long-term members who are retiring from employment this year, with Lifetime Membership: John Matish, John Newell and Jim Thomas. The motion was seconded by Dave and carried unanimously. They will each be recognized with framed certificates.

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 uploaded to the association's website. All future copies will be uploaded simultaneously to the paper mailings.

Concern was voiced re: a recent article that appeared in the *Advocate*. There was discussion about whether the article was appropriate for a professional publication and was in keeping with the image the association wants to project. Beth reminded the Board that Gary has asked for input/articles many times, and as such, every Board member has a responsibility for the contents of the publication. She suggested that each Board member make submissions and specifically recommended that each District Chair submit timely updates re: happenings in their district.

I. Standards and Benefits

Richard Hagy, Standards & Benefits Chair, was present and provided a report. He said there has been very little activity with his committee. They are working collectively with the Legislative Committee and the Court Service Unit Director's Association, with a major focus on VaLORs. Gary Conway has been named as the Legislative Liaison to that group.

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 461 paid members. Because we've started the new fiscal year, there are a number of people who have allowed their membership to lapse because they have not yet paid their dues. Membership will likely come back up prior to the Fall Institute/Conference.

L. Website Committee

Tina was not present, but Beth Stinnett was present and provided a report. Beth made the Board aware of recent improvements to the website. In the near future, each Board member will have their own e-mail address ending with the domain name vjja.org. Using the webmail and list manager features available through the ISP, the Board will be able to begin building a database of the e-mail addresses of our members. E-mail addresses will be requested on Fall Institute/Conference registration forms. Beth again asked for ideas re: website content from each of the district chairs and committee chairs.

M. Grants Committee

Brigette Peterson was not present and there was no report.

V, Old Business

A. 40 Year Anniversary Celebration in 2006

Board members were reminded that plans are underway for a large anniversary celebration in 2006. Paul Greggs has been appointed to head up that effort. All ideas should be submitted to Paul. Some ideas were shared during the meeting: a "museum" type display at the fall 2006 conference/institute to include pictures of past presidents and other officers, invitation to and recognition of all past officers, display of all back issues of the Advocate, display of old giveaways/merchandise featuring the VJOA logo, a written and pictorial history to appear in *The Advocate* and on the website. The following past and current long time members were identified as possible sources of information: Kathy Meenehan, Denise Mullins, Tom Currier, Ron Belay, Bob Truitt, Randy Blevins, Rodney Hubbard, Jim Cornett, Dave Smith, John Newell, Dave Marsden, David James, Jim Thomas and Steve Pullen.

VI. New Business

There was no new business to discuss.

VII. Adjournment

Katherine made a motion to adjourn the meeting at approximately 12:39 p.m. The motion was seconded by Paul and carried unanimously. The next board meeting will be scheduled for November 3, 2004, at 9:00 a.m. at the Williamsburg Hospitality House (on Day 1 of the Fall Institute).

Respectfully submitted,

Beth Mohler Stinnett
VJJA State Secretary