

**Blue Ridge Juvenile Detention Commission Meeting**  
**Thursday, March 10, 2022**  
**Via Zoom @ 10:30 AM**

- I. Call to Order
- II. Matters from the Public
- III. Meeting Minutes – January 13, 2021
- IV. Old Business
- V. New Business
  - January 2022 YTD Unaudited Financial Report
  - Commonwealth of VA 457 Deferred Comp Plan Resolution
- VI. Matters from Director
- VII. Matters from Commission Members
- VIII. Matters from Commission Attorney
- IX. Closed Session – Director’s Performance Review & Contract
- X. Adjournment

**Blue Ridge Juvenile Detention Commission Meeting  
January 13, 2022**

A scheduled meeting of the Blue Ridge Juvenile Detention Commission was held on January 13, 2022 @ 10:30 AM via Zoom. The meeting was held electronically due to the COVID-19 pandemic and the declaration of a local emergency by Albemarle County that remains in effect.

Members Attending: Doug Walker (County of Albemarle), Ashley Reynolds Marshall (City of Charlottesville), John Egertson (County of Culpeper), Eric Dahl (County of Fluvanna), Tracy Morris (County of Greene)

Others Attending: Jay Boland, Jodi Dillow, Jeff Gore, Ann Shawver

**I. Call to Order**

The meeting was called to order by Mr. Walker at 10:36 AM.

**II. Chairperson Rotation**

The new chairperson will be Mr. Taylor, however since he is not present at this time, Mr. Walker will chair the meeting.

**III. Matters from the Public**

None.

**IV. Meeting Minutes**

A motion was offered by Mr. Dahl and seconded by Ms. Marshall to approve the December 9, 2021 meeting minutes. The motion was approved by a 5-0 voice call vote.

**V. Old Business**

- Mid-Year Pay Increase – Mr. Boland presented and discussion followed. A motion was offered by Ms. Marshall and seconded by Mr. Dahl to approve a 6% mid-year pay increase effective December 1, 2021, or as soon as Albemarle Payroll is able to accomplish the change due to the recent implementation of the Payroll Clarity Project. The motion was approved by a 5-0 voice call vote. The Commission requested BRJD conduct a compensation study.

**VI. New Business**

- FY23 Budget- Ms. Shawver presented the proposed FY23 budget and discussion followed. It was noted that the budget does not include a pay increase for staff and that the compensation study may result in an adjustment to salaries. A motion was offered by Mr. Dahl and seconded by Mr. Egertson to approve the FY23 budget with any salary increases to come from vacancy savings. The motion was approved by a 5-0 voice call vote.

**VII. Matters from Director**

Mr. Boland gave an update to the Commission on the following items:

- We currently have 6 Resident Advisor vacancies
- DJJ Certification audit has been scheduled for February
- 3 staff cases of COVID; zero resident cases

**VIII. Matters from Commission Members**

- Mr. Walker stated that the local Emergency Ordinance is still in place for Albemarle County and they are not having any in-person meetings. After the local emergency ordinance is lifted there is a 12 month period to transition back to in-person meetings. Ms. Marshall stated that Charlottesville is still under an emergency ordinance and City Council has no plan to lift it at this time.

**IX. Matters from Commission Attorney**

- Mr. Gore stated that the General Assembly convened the 2022 session yesterday. He anticipates bills regarding virtual meetings. There are concerning recommendations regarding the recent JLARC report about potentially closing facilities and other concerning items about education. Mr. Boland added that the VJDA Executive Committee has requested a meeting with the new Secretary of Public Safety to discuss the inaccuracies in the JLARC report. He is not concerned for BRJD due to our utilization of Post-D and DJJ programs. Mr. Gore stated that he agreed with Mr. Boland, and that the facilities that are leveraging the opportunities to contract with DJJ for Re-entry and CPP puts them in a good position should the state decide to close additional facilities. He added that we need to be vigilant on the revenue we are getting from those contracts and stay on top of what the new administration might propose. Mr. Gore requested reviewing the contracts for compensations studies from the localities so that BRJD could potentially utilize the cooperative agreement clause.

**X. Closed Session**

At 11:22 AM a motion was offered by Mr. Dahl and seconded by Ms. Marshall that the Commission go into Closed Session pursuant to Section 2.2-3711(A) 1 of the Code of Virginia to consider a personnel matter (performance evaluation of the BRJD Director). The motion was carried by a 5-0 voice call vote.

At 11:32 AM the Commission reconvened into open session and a motion was immediately offered by Ms. Marshall and seconded by Mr. Dahl that the Commission certify by a recorded vote that to the best of each member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing closed session were heard, discussed or considered in closed session:

Albemarle County	Yes
Charlottesville	Yes
Culpeper	Yes
Fluvanna County	Yes
Greene	Yes

A motion was offered by Mr. Dahl and seconded by Mr. Egertson to increase the Director's salary by 6% effective December 1, 2021 or as soon as Albemarle Payroll is able to process the change due to the recent implementation of the Payroll Clarity Project. Mr. Gore stated that only the contract and pay increase were discussed, the performance evaluation will be completed at the next scheduled meeting.

**XI. Adjournment**

The meeting adjourned @ 11:34 AM.

Respectfully submitted,  
Jodi L. Dillow, Recording Secretary