

Blue Ridge Juvenile Detention Commission Meeting
Thursday, July 14, 2022 @ 10:30 AM
Blue Ridge Juvenile Detention Conference Room
195 Peregory Lane, Charlottesville VA 22902

- I. Call to Order
- II. Matters from the Public
- III. Meeting Minutes – May 12, 2022
- IV. Old Business
 - Amended FY23 Budget
- V. New Business
- VI. Matters from Director
- VII. Matters from Commission Members
- VIII. Matters from Commission Attorney
- IX. Adjournment

**Blue Ridge Juvenile Detention Commission Meeting
May 12, 2022**

A scheduled meeting of the Blue Ridge Juvenile Detention Commission was held on May 12, 2022 @ 10:30 AM via Zoom. The meeting was held electronically due to the COVID-19 pandemic.

Members Attending: Doug Walker (County of Albemarle), Ashley Reynolds Marshall (City of Charlottesville), Kelly Belanger Harris (County of Fluvanna), Mark Taylor (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. Taylor at 10:35 AM.

II. Matters from the Public

None.

III. Meeting Minutes

A motion was offered by Mr. Walker and seconded by Ms. Marshall to approve the March 10, 2022 meeting minutes. The motion was approved by a 3-0 voice call vote.

IV. Old Business

A motion was offered by Mr. Walker and seconded by Ms. Marshall to approve the revised contract for the Director as presented. The motion was approved by a 3-0 voice call vote.

V. New Business

- FY23 Pay Increases - Mr. Boland requested BRJD mirror the 4% pay increase that Albemarle County has approved effective July 1, 2022. Discussion followed and Mr. Walker requested that the BRJD FY23 budget be amended and presented for approval at the July meeting to reflect the increase. A motion was offered by Mr. Walker and seconded by Ms. Marshall to approve the 4% increase for BRJD staff effective July 1, 2022. The motion was approved by a 3-0 voice call vote.
- Fiscal Agent MOA – A motion was offered by Ms. Marshall and seconded by Mr. Taylor to approve the Albemarle County Fiscal Agent MOA as presented. The motion was approved by a 3-0 voice call vote.

VI. Matters from Director

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

- We currently have no staff out with COVID
- We are moving forward will the compensation study with Gallagher
- Zero cases of COVID for our residents

VII. Matters from Commission Members

- There was discussion regarding returning to in-person meetings.

VIII. Matters from Commission Attorney

- Mr. Gore discussed the potential for DJJ to end the CPP program and has at some facilities. Mr. Boland stated that our CPP has consistently been full and under the new Director of DJJ's he anticipates that numbers for CPP could actually go up.

IX. Adjournment

The meeting adjourned @ 11:10 AM.

Respectfully submitted,
Jodi L. Dillow, Recording Secretary

BLUE RIDGE JUVENILE DETENTION COMMISSION

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> FY23 Amended Budget FY22 Projected Performance	<u>AGENDA DATE:</u> July 14, 2022
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>FORMAL AGENDA:</u> <u>INFORMATION:</u> XXX <u>ACTION:</u> Yes
<u>STAFF CONTACTS:</u> Boland, Dillow	<u>ATTACHMENTS:</u> Yes
	<u>REVIEWED BY:</u>

FY23 Amended Budget

No recommended changes in revenues

Expenditure revisions to reflect approved salary increase, incorporate vacancy savings and address changes in expectation since budget adoption:

- Salary budget updated for a 5% pay increase (4% previously approved by this Commission to mirror Albemarle, and an additional state mandated 1%)
- Salaries and benefits also updated based on staffing profile as of mid-June
- Overtime/holiday pay budget increased to reflect current trends – as vacancies are high, overtime has increased
- VRS retirement contribution rate updated using the FY23 rate which decreased the required contribution
- Vacancy savings contra budget of \$124,000 recommended to balance other net expense increases
 - There are currently eight (8) Resident Advisor vacancies
 - Annual salary and benefits cost approximately \$53,000
 - To achieve the vacancy savings of \$124,000, approximately 2.5 Resident Advisor position vacancies will be expected throughout FY23
 - This is reasonable in light of past trends and current employment challenges
- Workers' compensation and fire insurance budgets updated to reflect premiums in VRSA renewal
- Professional services increased and Expenses ACRJ & BRJD decreased to reflect decision to use contract financial management services

The recommended revised FY23 budget is balanced at \$4,032,971 and is unchanged from the adopted budget.

Recommendation: Approval of the amended FY23 budget.

FY22 Projected Performance

Projections for FY22 based on performance through May 31, 2022 when YTD excess revenues over expenses were \$717,000.

Revenues of \$4,048,000 are projected, \$113,000 or 3% in excess of budget

- A DCJS Grant of \$48,000 was not budgeted
- A 5th quarterly payment of \$57,000 will be received from the Department of Juvenile Justice
- Other than this payment, the revenue forecast conservatively anticipates no additional revenues in FY22

Expenses of \$3,487,000 are projected, \$448,000 or 11% under budget

- The majority, \$379,000, from net salaries and benefits under budget due to vacant positions
- Savings in various other operating accounts also contribute to overall positive budgetary performance

Revenues over expenses of \$561,000 currently forecasted for FY22

Recommendation: None at this time.