

**Juvenile Detention Commission for Northern Virginia  
Meeting Minutes  
Tuesday, April 12, 2022**

Members present virtually: Mr. Earl Conklin (Chair-Arlington), Mr. Mike Mackey (Alexandria), Ms. Zakiya Worthey (Arlington)

Staff present: Ms. Johnitha McNair (Executive Director), Mr. Ian Rachal, Mr. Jahi Banks, Ms. Emily Anne Reiney

Staff present virtually: Ms. Susan Lumpkin, Dr. Victor Martin

Others present virtually: Mr. Neil Title (Attorney), Mr. Charles Smith and Mr. Amir Farshchian of 3-iT Accounting & Financial Services Corporation, Mr. Luis Pitarque and Mr. Tony Bell of Mosley Architects, Ms. Christina Sheriff, and Mr. Frank LeBlanc of ABM

Mr. Conklin called the meeting to order at 4:40 p.m.

APPROVAL OF MINUTES: Mr. Mackey motioned to approve the minutes. Ms. Worthey seconded. The minutes were unanimously approved.

PUBLIC COMMENT: There was no public comment.

COMMENTS OF THE CHAIR AND COMMISSIONERS: Mr. Conklin opened the meeting by asking Mr. Mackey to introduce the newest member appointed to the Commission. Mr. Mackey recognized the appointment of Ms. Sonnja Brown, who is well known in Alexandria. She provides input as a family representative and has worked with the Georgetown Center for Juvenile Justice Reform as a voice for juvenile justice. Mr. Conklin spoke of the opening for Falls Church.

ABM Presentation: Mr. LeBlanc introduced Ms. Sheriff and himself and provided a PowerPoint presentation describing their services. Mr. LeBlanc stated their vision is centered around creating a positive experience for staff, residents, and the community. Ms. Sheriff noted the relationship with the center began when ABM presented to the Virginia Juvenile Detention Association (VJDA) during a conference last fall. Mr. LeBlanc asked if there were any other missing trends and challenges not noted on the slide. Mr. Conklin pointed out one missing fact would be growing demand for services and the declining population of the juveniles at the Center. Ms. Worthey expressed interest in options on how best to serve the community moving forward. Mr. Mackey was interested the impact of studies like JLARC and others, and how identifying cost-saving initiatives might help the Center. Ms. Sheriff reviewed a possible Energy Savings Performance contract which was developed after ABM conducted a preliminary study on opportunities for efficiency. Mr. LeBlanc stated that instead of a design to bid to build process, ABM could offer a design straight to build. Ms. Sheriff spoke about potential revenue by placing electric vehicle (EV) charging stations in the parking lot which could also benefit and contribute to the community. Mr. Conklin asked how ABM would work with others in the scope of renovations. Ms. Sheriff responded that they would work with Mosley, for example, and identify the work and carve a path from there. Mr. Conklin thanked Mr. LeBlanc and Ms. Sheriff. Ms. Sheriff noted they would make the presentation a pdf and would send to Ms. McNair to be distributed to members.

## STAFF & OTHER REPORTS

Financial Report: Mr. Farshchian briefed the Commission on the financial status with total assets as of Feb 28<sup>th</sup> are 9.9 million dollars down from 10.2 million in January. Mr. Farshchian confirmed all information has been provided to the auditors and we are awaiting the final audit report. Mr. Conklin asked what funding was available from FY21. Mr. Smith stated that the surpluses from FY21 could be used to reduce the contributions from the jurisdictions for FY23. Mr. Smith stated he submitted a proposed policy for both operating and capital reserve accounts. Mr. Smith stated their proposal would require the accounts be built up over a certain amount of time with a capital reserve based on the accumulated depreciation, and 75% percent of that would put the center at 5.1 million. Mr. Smith noted currently the center is at 4.7 million. Mr. Smith also added that with the loss of CPP we would need analyze the budget we submitted. Ms. McNair pointed out the loss of CPP would be addressed by cutting costs associated with the program and reviewing other cost-saving measures. Mr. Smith stated that having a three-to-six-month operational savings for funds would help cover unexpected costs. Mr. Conklin inquired if the three-to-six month and 75% were recommendations based off industry standards for a reserve. Mr. Smith confirmed this to be true. Mr. Title stated there were technical issues that needed to be addressed, such as how the center is identified and if the policy were to be accepted, he would like the opportunity to address those issues in the document. Mr. Conklin recommended taking this information back to the jurisdictions to get feedback about the recommendations from 3IT and Ms. McNair. Ms. Worthey and Mr. Mackey concurred.

Approval of Revised Procurement Policy: Mr. Conklin suggested the procurement policy be reviewed at a later meeting. Ms. Worthey and Mr. Mackey agreed.

Update on Development of Equipment Replacement Schedule: Mr. Conklin stated this topic will be deferred to a later date.

Update Facility Enhancement/Design: Ms. McNair requested the recommendations for the ADA compliance entry and upgrades be addressed as priority. Ms. McNair also requested permission to cost out possible additions to the school. Mr. Conklin inquired whether this would be one project or three separate projects. Ms. McNair confirmed that the fence upgrade was one project, and any others would be additional projects. Mr. Mackey asked if the video arraignment room would provide increased confidentiality, and Mr. Pitarque confirmed it would. Mr. Conklin asked if the ADA area was addressed first and the additional areas later, would that interfere with work already completed. Mr. Pitarque said it would not. Mr. Pitarque addressed the additional unit upgrades, and what that would entail. Mr. Manthey suggested upgrading to LED lighting which might result in reimbursement from the power company. Mr. Mackey made a motion to authorize the bidding process. Ms. Worthey seconded. The authorization was unanimously approved.

CPP Letter: Ms. McNair reported that the program would not be renewed in the new fiscal year. DJJ cited utilization as the reason they would not be renewing the contract. Mr. Mackey inquired if the youth would be able to complete their placement or be moved elsewhere. Ms. McNair stated the goal was to complete all three program participants. Mr. Mackey asked if there would be any impact to staffing. Ms. McNair advised, currently there is no impact, as she has halted any new hiring and with the current state of the program, vacancy rates and attrition, the staffing would be

minimally impacted, if at all. Mr. Conklin requested that the FY23 budget be revised and submitted by the next meeting.

Executive Director's Report: Ms. McNair reported residents have been able to enjoy educational outings and programming activities outside of the center. Impactful service provision continues with mental health and psychoeducational groups. 286 groups were completed last month which keeps the residents engaged and focuses on character-building, life skills, and treatment. Mr. Mackey asked if the official certification from DJJ came in. Ms. McNair advised that it has not.

NVJDC Principal: No report due to spring break.

ShelterCare Report: Ms. Lumpkin reported they are in the process of preparing for a PREA audit which requires renewal of their agreements with Alexandria Sexual Assault Center and the Alexandria Police Department. Ms. Lumpkin reported they were able to pick up additional furnishings for the program. Ms. Lumpkin thanked Ms. McNair for allowing Mr. Moye to assist them in moving the furniture. Mr. Conklin asked if the utilization was at 71%, and Ms. Lumpkin confirmed that it was.

Neil Title: Nothing to report.

CSU Directors:

Alexandria – Mr. Mackey reported new staff would be starting soon and thanked everyone for helping to craft language for the report to city leadership.

Arlington – Mr. Conklin reported on the new judge. He also spoke of concerns around the increase among middle school children with offenses.

No Executive Session.

Commission Meeting Adjourned at 6:28 p.m.