MINUTES

MIDDLE PENINSULA JUVENILE DETENTION COMMISSION

Meeting of July 28, 2023

A special meeting of the Executive Committee of the Middle Peninsula Juvenile Detention Commission was held on July 28th at 10:35 A.M. in the conference room of Cooks Corner Office Complex, Saluda, Virginia. Vice-Chair, Rodney Hathaway, called the meeting to order. The following persons were present:

Barbara Dameron – Williamsburg City
Rodney Hathaway – New Kent County
Sharon McCarthy – James City County
Sheri Newcomb – York County
Alan Partin – Caroline County
Jim Taylor – Hanover County (after roll call)
Randy Wheeler – Poquoson City (after roll call)

Gina Mingee – Executive Director
Danielle Powell - Counsel
Kris Walker – Clerk

The Vice-Chair opened the meeting and determined that a quorum was present.

Re: Approval of the Minutes for May 26,2023
Mr. Taylor moved to accept the May 26, 2023, minutes, seconded by Ms. McCarthy. The motion carried unanimously.

Re: Closed Session – Executive Director Evaluation
Mr. Partin motioned that the meeting be convened in closed session pursuant to Section 2.2-3711(A) (1) of the Code of Virginia pertaining to a personnel matter involving the performance evaluation or job assignments of specific employees. The motion was seconded by Ms. McCarthy and carried unanimously. The meeting went into closed session at 10:37 A.M.

Reconvene
Mr. Wheeler moved to reconvene to open session at 10:59 A.M., seconded by Mr. Taylor. The motion carried unanimously.

Certification
Mr. Wheeler moved that the Middle Peninsula Juvenile Detention Commission certify that, in the closed session just concluded, nothing was discussed except the matter or matters of (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that motion. A roll call vote was taken:

Barbara Dameron	yes
Rodney Hathaway	yes
Sharon McCarthy	yes
Sheri Newcomb	yes
Alan Partin	yes
Jim Taylor	yes
Randy Wheeler	yes

Certification adopted.

Mr. Hathaway moved to approve a seven percent pay increase for Gina Mingee effective July 1, 2023, seconded by Ms. Dameron. The motion carried unanimously.

Re: Adjournment

There being no other business, the meeting was adjourned at approximately 11:01 AM.

Randy Wheeler, Chair
Middle Peninsula Juvenile Detention Commission