

**Capital District Youth Center, Inc.**  
**Board Meeting**  
Wednesday, March 18, 2015  
Capital District Regional Planning Commission  
One Park Place, Suite 102  
Albany, New York 12205

**Members Present:** Laura Bauer, Fred Acunto, Steven Bayle, John Lockwood

**Members Absent:** William Connors, Lucille McKnight, Michael Whalen, Jr., Stan Brownell, Barbara Mauro

**Staff:** Rocco Ferraro & Donna Reinhart

**Advisory:** Michael Hall, Legal Counsel & Gene Terry, Facility Director

**Presiding:** Fred Acunto, President, called the meeting to order at 9:30 am.

1. **Welcome & Introductions**
2. **January 21, 2014 Meeting Minutes**

The minutes were distributed before the meeting and no changes were made.

**Action Taken**

No action taken due to lack of quorum

3. **Financial Statement through December 31, 2014**

The financial statement represents activities through December 31, 2014. The year ended with a surplus of \$383,768 which is a different amount than is identified on the Reconciliation Statement (\$338,594.60). The primary difference is the Financial Statement applies Depreciation Expense while the Reconciliation Statement applies actual debt service costs to pay off the bonds.

These are the financial statements that will be provided to the auditor as part of the 2014 audit of our financial records. A final audited financial statement will be prepared and presented to the Board at either the May or July 2015 Board meeting.

**Action Taken**

No action taken due to lack of quorum

#### **4. Financial Statement through February 28, 2015**

For the first two months, the actual revenues are at 21% and expenses are estimated at 14%. The revenue represents actual revenue through February and the expenses represent actual Operation Expenses through January and an estimate for February.

The revenues are ahead of budget due to a higher utilization rate at the facility.

##### **Action Taken**

No action taken due to lack of quorum

#### **5. 2014 Reconciliation Statement**

Total revenues for 2014 were \$2,829,950.61, which includes Oneida County unused bed days and interest revenue. Total Expenditures were \$2,491,356.01 resulting in a surplus of \$338,594.60. The formula to determine the amount to be refunded to the counties in years when there has been a surplus do not take into account the surcharges and interest income but does include unused bed revenue leaving a 2014 surplus of \$329,850.25 that would be refunded to the counties on a pro-rated basis based on 2014 usage.

Rocky inquired if the Board would consider revising the current formula to exclude income from unused beds in order to provide for a slightly better financial cushion to withstand potential losses during the year. If the unused bed revenue from Oneida County was subtracted out, the amount refunded to the counties would be \$287,884.97.

Once the 2014 audit is completed and approved by the Board, the refunds will be sent out to the counties.

##### **Action Taken**

No action taken due to lack of quorum

#### **6. Facility Usage: January & February**

The facility was operating in January at 79.2% which is significantly higher than 2014 at 53.4% and 84.8% in February which is much higher than 2014 at 41.5%. Year to date utilization is 82% up from 47.5% in 2014.

If the utilization rate continues to be 80%, there may be some discussion at the May meeting of possibly reducing the per diem rate to reflect the higher utilization rate. Right now the per diem rate is based on a 65% utilization rate.

Gene Terry added that as of yesterday, the facility is at 69% occupancy rate. In January there was one rejection due to the facility being at capacity.

**7. Facility Operation/Agency Report**

Gene reported that over the winter months, five doors were damaged due to the continued below zero weather. The concrete froze much deeper than in other years which caused the issue. The doors are functioning properly now, however they will need to be repaired this year.

**8. Other Business**

A memo was sent out to the Board last year regarding a lawsuit against Oneida County by a youth who was at the facility between January 26<sup>th</sup> and February 23<sup>rd</sup>, 2011. While in the custody of the Detention Center, the youth claims that he was “neglected and subjected to cruel and inhuman treatment”. CDYCI and Berkshire Farm are not named in the suit.

Michael Hall informed the Board that there has recently been a parallel claim against the State of New York. Gene was contacted by the State of New York looking for information on the case. Last year, it was reported that CDYCI does not have any information that would suggest there is merit to the claim. There is no record of confinement or restraints at the time the child was in the facility and there were no allegations of child abuse made to NYS at the time. There is no information available on the child since all information is destroyed once a child turns 18 years of age.

Michael Hall will continue to monitor the issue and keep the Board updated on any new information.

A copy of the recent OCFS Detention Site Visit Report was given to the board to show the positive reviews that Gene and his staff receive.

**9. Next Meeting Date**

The next CDYCI Board meeting is scheduled for May 20, 2015 at 9:30 am.

**Action Taken**

No action taken due to lack of quorum.

Respectfully submitted,

Lucille McKnight  
Secretary