

**COMMISSION ON VASAP  
VASAP ADVISORY/ LEGISLATIVE COMMITTEE MEETING**

October 15, 2025

Minutes

Attendance:

Commission Members:

Delegate Patrick A. Hope, Vice Chairman  
Ms. Jennifer Wicker  
Ms. Krystal Hulette  
Ms. Loren Ashley Cole

Commission Staff

Ms. Angela Coleman, Executive Director  
Ms. Shelby Edwards  
Mr. Christopher Morris  
Ms. Charlene Motley

Office of the Attorney General

Ms. Janet Baugh

### **Time and Place**

The Commission on Virginia Alcohol Safety Action Program (VASAP) Advisory/Legislative Committee meeting was conducted in the Third Floor Conference Room of the Bank of America building in Richmond, Virginia on October 15, 2025, at 10:00 a.m.

### **Opening Remarks**

Ms. Angela Coleman, Executive Director, began the meeting by sharing that she met with Delegate Hope to discuss if we need to put forth any legislation regarding the program. She stated that as a premier program, it is important to identify challenge areas and be proactive versus reactive which is the purpose of this committee.

### **Program Oversight and Funding**

Ms. Coleman reviewed some of the findings from the 2021 VASAP Business Analysis conducted by the VCU Performance Management Group. Noting the most common concerns expressed by ASAP directors were:

- Declining client base and revenues
- Need for uniformity and standardization
- Unsustainable office/organizational structure under which they currently function

Ms. Coleman noted that over time, the Commission has provided approximately \$2.9 million in state funding to sustain local programs. Given this significant investment, she stressed the importance of increased program oversight to ensure that client services are consistently delivered.

Ms. Janet Baugh, Attorney General's Office, provided an overview of the VASAP system, the relevant code, and the roles and functions of the local ASAP Policy Boards.

Ms. Krystal Hullette, Director of Court Community Corrections ASAP, shared her experience with her local Policy Board and the role they play in the operations of their program. Ms. Hullette shared her opinion that there needs to be more consistent and efficient oversight of the local ASAP programs.

Ms. Ashley Cole, Director of John Tyler ASAP, shared that prior to her accepting the position of Director at John Tyler ASAP, the Commission provided a strong foundation for the program. She expressed support for increased Commission oversight to ensure efficiency and consistency across all local programs.

Ms. Coleman acknowledged that not all directors favor additional oversight. She cited the example of Capital Area ASAP where the Commission had limited authority to intervene despite clear financial issues.

She added that Delegate Rae Cousins, a voting committee member, had been involved in discussions concerning the matter as Richmond is in her jurisdiction. Ms. Coleman explained that despite regular financial discussions with the Capital Area ASAP Director and Policy Board, the Commission received no indication that rent was unpaid or that closure was imminent. She concluded that if the Code had granted the Commission more authority, the program might have been preserved.

Delegate Hope identified the matter as a governance issue, noting that Policy Boards should serve an advisory role not a policymaking role. He emphasized that accountability requires clear lines of authority regarding hiring and fiscal management. Delegate Hope expressed strong support for granting the Commission greater oversight authority.

Ms. Jennifer Wicker, Citizen Representative, agreed that more governance is required. She inquired about the audit structure, the role of the policy boards, and what models currently exist for the governance structure we are looking for.

There was robust discussion about the topic of governance, the role of the policy board, staff oversight, and the current audit practices for the local programs.

Ms. Coleman presented an overview of state fund transfers, reporting that since 2009, approximately \$8.6 million has been diverted from the Commission's funding to the state's non-general fund.

Mr. Christopher Morris, Special Programs Coordinator, presented to the committee suggested proposed changes to 18.2-271.1 sections B and I to include:

- Cap the amount of money that may revert to the Commonwealth's general fund to ensure the fund balance.
- Redefine policy boards as advisory bodies with no authority over program staff.
  - Advisory boards would focus on community needs, review reports, and make recommendations.
- If a policy board fails to meet or fulfill its duties, the Commission may intervene or reconstitute the policy board.

In addition, Mr. Morris shared the proposed suggestion of adding sections F and G to include the following:

- All employees of the local Alcohol Safety Action Programs (ASAPs) must be certified by the Commission, meeting standards for qualifications, training, and continuing education. Certification may be suspended or revoked for cause, and uncertified individuals cannot work in ASAPs. Program directors are employed and supervised by the Commission and considered state employees, while other staff are managed by the director under Commission delegation.
- In cases where local governments employ ASAP personnel through agreements with the Commission, those staff remain local employees for benefits and compensation but report to the Commission for program operations. The Commission retains full authority over their duties and may recommend disciplinary actions, which localities must follow unless there's good cause not to. The Commission is responsible for setting uniform statewide supervision and disciplinary standards.

Ms. Coleman stated that while the Commission does not receive funds from the general fund the Budget Bill under miscellaneous transfers determines the amount of money that will be taken from the Commission reserves.

Delegate Hope asked if there is a formula to determine the amount of money they pull. Ms. Coleman shared that she is not aware of the formula, only that they can see all the Commission accounts and that the withdrawal does have an impact on program operations.

There was discussion about state share fees, local funding contributions, and the need for financial support both for Commission operations and local program sustainability.

Delegate Hope suggested revising the code to specify a percentage-based formula rather than a fixed figure suggested by Mr. Morris to guide fund transfers. He emphasized that while the Commission should contribute its fair share, the methodology for determining transfers must be transparent.

Discussion concluded with recognition of the need to balance Commission oversight, program autonomy, and financial stability. Delegate Hope recommended scheduling a meeting with the Department of Legislative Services before any final code change proposals are made. He offered to initiate contact to arrange the meeting.

Ms. Coleman closed by stating that Commission staff will keep all members informed regarding upcoming meetings and next steps.

### **Adjournment**

There being no further business, Delegate Hope, Vice Chairman, adjourned the meeting at 11:43 am.