

Jefferson County Youth Advisory Board
April 11, 2018
4:07 – 5:04pm
Cornell Cooperative Extension Association of Jefferson County, West Room
Watertown, New York

MINUTES

Present: James Schell, Matthew Rogers, Brooke Bazinet, Robert Cantwell, Stephanie Graf, Sheryl Foan, Tom Powlin, Dan Deegan, Scott Weller, and Jane Gendron

Excused: Mary Jane Mathewson, Rebecca Reed, and Grace Babcock

Meeting was called to order at 4:07pm by Sheryl Foan. The group shared in a moment of silence for Irene Wilson.

Introductions were made.

The **January 31, 2018** meeting minutes were reviewed and approved unanimously with a motion by Dan Deegan and seconded by Tom Powlin.

DIRECTORS REPORT

The Director's Report was provided by James Schell. The first quarter has just finished. Sexually Exploited Youth (SEY) resolutions are complete. \$30,000 was provided to the Jefferson County Department of Social Services for "public awareness." Mr. Schell distributed postcards for board members to view and stated he would like to speak to Christina Mills, District Attorney, regarding statistics as they move forward with public awareness. Victims Assistance Center (VAC) was the agency chosen to provide the trainings. \$15,000 was allocated to the training portion and VAC currently has five staff who are in the process of receiving the training. VAC will be able to train approximately 900 others. VAC will begin with training DSS staff. Additional monies were set aside for clothing, housing, phones, food, etc. for those identified as SEY.

VAC will be presenting at the next Youth Services Network Meeting. Discussion was had about how the attendance for these meetings is inconsistent. Meetings are held five times per year and it serves as a forum for youth-based organizations to be informed of what opportunities are available for youth in the community etc. The next Youth Services Network Meeting is scheduled for 5/14/18 @ 9:15am at Cornell Cooperative Extension.

With regards to the SEY funds, if additional funding is provided next year it will be part of the Safe Harbour Funding and the money will be given directly to the county for service dollars. Mr. Schell discussed how the YB is using scorecards now to show data.

COMMITTEE REPORTS

YOUTH AND COMMUNITY DEVELOPMENT COMMITTEE (CHAIR, JANE GENDRON): *The committee shall be responsible for preparing the Youth Bureau portion of the Jefferson County's Comprehensive Youth Services Plan as specified by NYS OCFS regulations and guidelines and presenting said plan to the Youth Advisory Board for approval. The committee shall educate the community on positive youth development and shall advocate for, support, coordinate and expand positive youth development programming and opportunities.*

Ms. Gendron indicated the committee has not met. Last year the committee decided to offer Youth Mental Health First Aid Training. All training sessions were completed with the last one taking place in September 2017. The training was a success. The committee has not met and it has not been determined if another needs assessment will be needed. Mr.

Schell discussed the County Plan and areas we should focus on should include teen pregnancy. The board discussed a higher teen pregnancy rate among the LGBTQ community as well. North County Prenatal Perinatal Council (NCPCC), Planned Parenthood, and Aids Community Resources are agencies who have programming to address this issue. A suggestion was made to look to partner with these agencies to see how we can assist with addressing the teen pregnancy concern in our community. Ms. Gendron will schedule a committee meeting.

YOUTH RECOGNITION COMMITTEE (CHAIR, JANE GENDRON): *The committee shall plan and implement community recognition of youth, adults and youth programs. The committee shall also be responsible for the recognition of Youth Advisory Board members, and shall prepare a slate of officers to fill officer positions every two years, or as needed.*

Stephanie Graf provided an update regarding the Youth Recognition Awards. Awards banquet will take place 5/10/18 @ Elks Lodge, Watertown, NY. The flyer has been distributed 2-3 times already. The group attempted to try on-line registration using PayPal. As of 4/10/18, only one person has registered online and one in person (two total registered). Award nominations are due by 5pm on 4/16/18. There was a brief discussion of the awards and the one application which was received and sent out to the committee for review. There was discussion about using an online nomination form for next year. The Elks donated lunch for each winner and two guests. Lunch will be a "deli buffet." Brooke Bazinet indicated the Children's Home will be submitting two nominations by the due date. Further discussion was had regarding who received notification and who was included on the email list servs.

PROPOSAL SCREENING COMMITTEE (CHAIR, KATHY LaCLAIR): *The committee shall be responsible for receiving all proposals for OCFS state aid, developing funding criteria, ranking proposals, and presenting recommendations to the Youth Advisory Board. This committee is the ONLY committee that needs to be comprised of ONLY BOARD MEMBERS.*

Committee has not met. No update.

PROGRAM MONITORING AND EVALUATION COMMITTEE (CHAIR, SCOTT WELLER): *The committee shall have general responsibility for developing program monitoring and evaluation strategies, instruments and reports. It may review programs that have been funded by means of site visits and/or review of agency reports. It shall report and make recommendations to the Proposal Screening Committee and Youth Advisory Board regarding continued and future program funding.*

Scott Weller, Chair, was present and indicated the committee last met in September. They are due to have another meeting soon after all programs send in their reports. Mr. Weller will schedule a committee meeting.

BOARD DEVELOPMENT COMMITTEE (CHAIR, JESSIE ROSHIA): *The committee shall have the responsibility to develop, in conjunction with the Board and Executive Director: 1.) methods for identifying needed skills and talents for the Board and its committees; 2.) recruitment of potential board members who can provide identified skills and talents; 3.) methods for Board succession planning; 4.) board annual self-assessment materials.*

Mr. Schell indicated there are a possible five new members slated for the board (3 adults, 2 youth). Discussion was had regarding the need for a "board orientation" for new members and this has not always taken place. All agree it is a need. Mr. Schell plans to speak with Jessie Roshia, Chair, to move forward with new board members. Ms. Bazinet indicated she reached out to Kylie Peck, CEO Watertown Chamber, regarding emerging leaders that would be great for the board.

EXECUTIVE COMMITTEE (CHAIR, REBECCA REED): *The committee will be composed of the Chairperson, Vice-Chairperson, Secretary, County Legislator, immediate past Chairperson, and the Chairpersons of the standing committees. The committee shall have responsibility for periodically reviewing and maintaining the organizational structure of the Youth Advisory Board and be decision making in the event that the Youth Advisory Board cannot meet as a whole.*

Committee has not met. No report.

OLD BUSINESS

None

NEW BUSINESS

- Irene Wilson, a previous member of the board, passed. A scholarship fund was established in her name and is managed by the Northern New York Community Foundation. A donation will be provided on behalf of the Youth Bureau. If anyone is interested in providing a donation for this cause, money can be provided to Stephanie Graf and she will write one check. If you would like to donate, please do so prior to 4/30/18. This donation to the scholarship fund will be acknowledged at the YB Awards banquet.
- The board was informed of two recent resignations; Kathy LaClair and Kristina Shaw.
- Finally, Stephanie Graf and Jim Schell asked the board if all would be interested in participating in “strategic planning” for the board. The purpose of this would be to take a look at where we are at as a board and where we want to go. Mr. Schell will look to see if we have money in the budget to hire a facilitator to assist us in this task. The commitment will be the better part of a day. It was discussed we could focus on the committees and what each committee is doing. Possible facilitators discussed included: Dick Helpin, Betsy Penrose, Melanie Rafferty, and Fred Schmitt. Mr. Schell will determine if we have the funds and the rest of the board is encouraged to provide Mr. Schell and Ms. Graf with names of facilitators we could possibly use. All present seemed interested in engaging in strategic planning and felt it was a good idea to consider. All agree the new board members should be included (especially if this is planned prior to the next meeting). Mr. Schell will also assist to look into what other Youth Bureaus are doing and he spoke about asking some questions on a regional telephone conference next week.

NEXT MEETING DATES/TIMES

- August 8, 2018 @ 4pm (Jane Gendron will not be present and Matthew Rogers is unsure he will be able to attend)
- November 28, 2018 @ 4pm

All meetings will take place at Cornell Cooperative Extension. Board members will be notified of any changes in scheduled dates/times/locations.

A motion to adjourn the meeting at 5:04pm was made by Robert Cantwell and seconded by Dan Deegan.

Respectfully submitted,
Brooke Bazinet