

Jefferson County Youth Advisory Board
Cornell Cooperative Extension Association of Jefferson County
Wednesday, January 14, 2026
4:00 PM

Minutes

- 1) Introductions - Present: Mary Jane Mathewson, Caroline Feasler, Erin Fazio, Joe Wargo, Nicholle Lacey, Scott Weller, Ambrose Souza, Sharon Chapel, Erica Whitmore, Ally Wargo, Kirsten Widrick, Brooke Roes, Amy Zukas
Excused: Bobby Cantwell, Monica Makuch, Anita Seefried-Brown
- 2) Review of November 5, 2025 Minutes –Mary Jane Mathewson made a motion to accept the minutes, Scott Weller seconded the motion, the minutes were unanimously approved.
- 3) Youth Bureau Director’s Report and Updates – Nicholle Lacey shared that the Resource Allocation Plan was approved. OCFS requested further information on the Shooting Sports Program Nicholle sent them paperwork centered around safety as well as the program monitor visit report. Claiming for 24-25 is still occurring and reports and spending for 25-26 should also be occurring. All supported programs from Youth Sports spent their funds, YPD spent all but \$.51 and YSEF programs will all spend once CT Sports completes some additional items/paperwork for their program. Recreation scholarship had some unspent due to youth not attending the programs they had registered for unfortunately. We are already receiving invoices for 25-26 for those scholarships so that is a good sign.
- 4) Committee Reports

Proposal Screening Committee, Scott Weller – No Report

Executive Committee, Brooke Roes – No Report

Program Monitoring Committee, Monica Makuch – The new program monitoring form created by Brooke Roes was reviewed and approved by the group for future use. Once finalized, Brooke will send the form to Amy Zukas, who will distribute it to those that are completing monitoring visits along with the program applications and due dates. Forms may be completed digitally and submitted to Monica Makuch.

Recognition Committee, Caroline Feasler – The Committee will be scheduling a meeting to begin planning this year's Youth Recognition Event.

Board Development Committee, Joe Wargo – Nicholle will be reviewing current board members' terms and will let those that might be coming to an end of their term know. Also, the advisory needs to have two youth between the ages of 16-21 participating so make sure we are monitoring. We currently have 4 youth members.

Youth and Community Development Committee, Katie Ramus – No report

- 5) New Business - Erica Whitmore will be taking on the role of Secretary, Mary Jane Mathewson made a motion to approve, and Scott Weller seconded the motion Erica's appointment was unanimously approved.
- 6) Other - Amy Zukas asked the advisory board members to encourage others working with youth in the county to join the Youth Services Network Meetings. The next meeting will be May 11, 2026 at 9:15am. Erin Fazio shared information about the Red Sand Project that VAC is implementing to raise awareness of individuals who may have fallen through the cracks due to sex trafficking. Erin also shared that Renee Young from Homeland Security will be presenting at the Strand Theater. Those interested in attending can reach out to Erin directly.
- 7) Meeting dates and times for 2026, 4:00 PM at CCE in the West Room.
April 1, 2026
August 5, 2026
November 4, 2026

On a motion by Scott Weller seconded by Mary Jane Mathewson, and unanimously approved, the meeting was adjourned at 4:45pm.

Respectfully submitted,

Amy Zukas