

Jefferson County Youth Advisory Board

August 5, 2026, 4:00pm

CCE Jefferson- West Room

Agenda

- Welcome and Introductions
- Nicholle Lacey / Allyson Wargo / Joe Wargo / Hayley Richards / Brooke Roes / Anita Seefried Brown / Robin Banks / Sharon Chaple / Ammbrose Souza / Erica Whitmore / Ravneet Kaur / Anne Garno
- 4:02 meeting called to order by Brooke Roes
- Approval of Previous Meeting Minutes
 - Review and approval of April 15, 2026, meeting minutes
 - minutes - change date from 2025-2026
 - motion made by Joe Wargo and seconded by Anne Garno - all in favor approved
- Youth Bureau Director's Report and Updates- Nicholle Lacey, Director

Funding has been granted and the Youth Bureau is ready to accept application submission for financial assistance. The Applications were sent to the list serve and are on our Jefferson County Website. Please feel free to send them to other agencies that may benefit from our assistance. It was voted and agreed upon by the Youth Bureau Advisory Board (YBAB) that Aug 14th would be the deadline for submitting applications. As of today, we have not received any yet. Please share with anyone that has applied in the past or may be applying for the first time to get their applications in by the 14th.

The Youth Bureau received slightly less funding from the state this year, but we did make administration changes that allocated less money to the administration side and more for programming.

The Resource allocation plan was approved for an extension. The original deadline date was August 31st. The state has extended our due date to Oct 9, 2026.

The reason for the extension request is because of the process for approval. The YBAB will not have all of the applications in until the 14th of August, the Proposal Committee needs to meet to determine which programs will be recommended to receive funding, followed by the full YBAB vote, followed by a resolution sent to the Board of Legislatures for oversight approval by H&H and Full BOL, and then final approval by OCFS. This takes some time.

The application process is a little longer this time as we included the QYDS application now which should help in the long run to get the RAP submitted more quickly.

Contracts for 25-26 – The Youth Bureau does not pay any claims until contracts are fully signed and executed.

The three agencies we are waiting for are:

Hearts for Youth, we need the contract returned

CYP, Junior Division Sailing Program, this may be due to insurance paperwork issues -Brooke Roes said she had discussed it during her monitoring of the program

Encompass Recreation, Kylie Schell was sent the contract on June 24th and waiting for signature to fully execute.

Insurance documents needed from 2 different insurance periods does cause some issues for some of the agencies

Claiming for 3rd quarter - ACR Health has not claimed any money as of right now

Hearts for Youth cannot be reimbursed until the contract is received

CHCH summer rec program – the Bureau is waiting for their 3rd quarter documents to be sent

TI Hockey – The Bureau doesn't have 3rd quarter information on them, but they have spent quite a bit of money. Brooke Roes shared they have a new contact as Marcy is not the contact anymore. She will share the information if needed. They have \$4000 unspent so far.

Hopefully, The Bureau will get applications in soon, and the Proposal Screening Committee will send out an invite after the application deadline to meet. There will be a quick turnaround, so if you are on the committee look for an invite.

It was discussed at the last meeting that Amy Zukas was going to send out an email to those members whose terms were expiring to see if they wanted to extend. Not sure if that was done. Follow up needed

Amy Zukas was also going to send out information to guidance counselors about the YBAB to recruit youth members between the ages of 16 and 21. Director Lacey will follow up to see if this has been completed.

- Committee Reports

- Proposal Screening Committee-Scott Weller

- Scott Weller was not present. Reminder is needed for him to set something up after the 14th of August

- Reach out to new members that might want to participate in the committee

- Executive Committee-Brooke Roes

- Nothing to report

- Program Monitoring Committee-Monica Makuch

- Joe Wargo shared that there was a committee meeting on Monday - all site visits were completed and all documents were submitted. There were no problems noted. All the programs were up and running well

- Recognition Committee-Caroline Feasler
Caroline Feasler was not present. No formal report was made
- Board Development Committee-Joe Wargo
Ravneet Kaur is from DSS and works for CPS and Anne Garno works for Employment and Training with the County - they are our newest members. Joe Wargo met with Anne and Ravneet previously and went over orientation and bylaws They are encouraged to find out about our committees and pick some to join. Let Amy Zukas know which committees you have selected.
One of our youths who is going to college this fall asked for a virtual link - Kael Hoselton would like to continue being a part of the Board, but he is not in the area. Joe Wargo would like to advocate for the virtual link option – We all prefer for everyone to attend in person, but that is not always possible. We do need 2 youth on the Board, and we are always in need of more individuals to participate Feel free to ask youth and adults if they would like to participate in the YBAB. Youth are 16 – 21 years of age.
Anne Garno would like to join the program monitoring committee
It was shared that every group has their moments when they have their busy time and that makes it easier to belong to several groups.
Many people make light work
- Youth and Community Development Committee-Katie Ramus
Katie Ramus was not present - No formal report
- New Business
Is this a good time for meetings – Wednesday afternoons at 4:00? Attendance is light and there is a core group that are here regularly. Will ask Amy Zukas to send out a poll before the November 4 meeting about the possibility of a time/day change.
Options: morning meetings / afternoon meeting / no change to the date and time / change day of the week the meetings are held as maybe Wednesday is not a good day for everyone.
- Other
 - The next Youth Network Services Meeting is 9:15 on 9/14/26 @ PIVOT - 167 Court st is the location 3rd floor conf room.
- Meeting Dates and Times for 2026, 4pm at CCE in the West Room
 - The next meeting is November 4, 2026 at 4pm right here - link will be provided

Motion to adjourn came from Joe Wargo / Sharon Chaple seconded it - All in favor

- Adjournment

- Present:
 - Robin Banks
 - Sharon Chaple
 - Anne Garno
 - Ravneet Kaur
 - Nicholle Lacey (Director)
 - Hayley Richards
 - Brooke Roes
 - Anita Seefried Brown
 - Ammbrose Souza
 - Joe Wargo
 - Allyson Wargo
 - Erica Whitmore

- Absent:
 - Robert Cantwell-notified he would be absent
 - Caroline Feasler-notified she would be absent
 - Erin Fazio – notified she will be absent
 - Kael Hoselton-notified he would be absent
 - Monica Makuch-notified she would be absent
 - Mary Jane Mathewson - Notified she would be absent
 - Katie Ramus - notified she will be absent
 - Scott Weller-notified he would be absent
 - Kirsten Widrick
 - Amy Zukas - notified they will be absent

2026 Youth Advisory Board Committee Assignments

1/19/26

Executive Committee

Brooke Roes, Chair

Joe Wargo, Vice Chair

Erica Whitmore, Secretary

Monica Makuch, Program Monitoring Committee Chair

Scott Weller, Proposal Screening Committee Chair

Katie Ramus, YCD Chair

Joe Wargo, Board Development Chair

Caroline Feasler, Recognition Committee Chair

Robert Cantwell, Liaison to Board of Legislators

Scott Weller, Immediate Past Chair

Youth Advisory Board Committee Assignments

Executive Committee

Brooke Roes, Chair

Joe Wargo, Vice Chair

Erica Whitmore, Secretary

Monica Makuch, Program Monitoring Committee Chair

Scott Weller, Proposal Screening Committee Chair

Katie Ramus, Youth & Community Development Chair

Joe Wargo, Board Development Chair

Caroline Feasler, Recognition Committee Chair

Robert Cantwell, Liaison to Board of Legislators

Scott Weller, Immediate Past Chair

Program Monitoring Committee

Monica Makuch, Chair

Brooke Roes

Erin Fazio

Mary Mathewson

Ammbrose Souza

Joe Wargo

Anne Garono(new)

Allyson Wargo

Scott Weller

Anita Seefried-Brown

Proposal Screening Committee

Scott Weller, Chair

Mary Jane Mathewson

Brooke Roes

Robin Banks

Anita Seefried-Brown

Recognition Committee

Caroline Feasler, Chair

Erin Fazio

Sharon Chaple

Robin Banks

Monica Makuch
Erica Whitmore
Allyson Wargo (new)

Board Development Committee

Joe Wargo, Chair
Monica Makuch
Mary Jane Mathewson
Ammbrose Souza

Youth and Community Development Committee

Katie Ramus, Chair
Ammbrose Souza
Brooke Roes
Caroline Feasler
Kirsten Widrick