

**Madison County Youth Board Meeting Minutes**  
**5:30 pm, Supervisors Conference Room, 2<sup>nd</sup> Floor**  
**County Office Building, Wampsville**  
**February 7, 2017**

**Members:**

Donna Cashman, Sydney Foster, John Olmsted, Sharon Taylor, Freeda Windland, Beth Totten, Jo Perkins

**Staff:**

Joanne Eddy and Tina Louis

The meeting was called to order at 5:33 p.m.

**1. Approve Minutes from the January 3, 2017 meeting:**

Motion made by Beth to accept the minutes of the January 3, 2017 meeting as presented; seconded by Donna; unanimously approved.

**2. Establish Procedure & Timeline for Reviewing 2017 Program Proposals:**

Joanne asked the Board how they wanted to go forward to address proposals and if there were any they wanted to take off the table. She also stated that the Board last year invited those who submitted proposals to make a 15 minute presentation. She stated it was up to the Board to determine how to move forward.

Discussion proceeded regarding all of the submissions. There is a total of \$84,548 in funding requests for \$55,000 of available funding. The group agreed to remove the following two proposals from consideration:

- Motion made by Beth to not accept the proposal from Jim Marshall Farms Foundation as it is not a complete proposal; seconded by Sydney; unanimously approved.
- Motion made by Donna to remove the Creative Critters 4-H Club proposal from consideration as it does not meet the criteria of the RFP; seconded by Beth; unanimously approved.

Discussion arose regarding the 501c3 eligibility of both the Common Grounds Multigenerational Afternoon Clubs and the Haven at Skanda's Summer at Skanda Farm Program. Joanne said she would contact both organizations to get more information. The Board agreed that if Common Grounds and Skanda's eligibility does work out they could both be invited to do presentations and questions could be asked to clarify the content of the proposals.

The group decided to invite six program representatives to clarify questions that arose during discussion. The group felt it was not necessary to ask the Village of Hamilton to present, as they have been receiving funding for several years and the Board members did not have any questions regarding their proposed program. Joanne will contact the program representatives and schedule times for them to present to the Board. Each representative will have 15 minutes to give an overview, explain their budget and answer questions from the Board. All Board members agreed one night of presentations would work. The following dates were agreed upon for the next two meetings:

- Tuesday, February 14<sup>th</sup>, 5:00 p.m., presentations by six organization representatives, 90 minutes
- **Thursday, March 9<sup>th</sup>**, 5:30 p.m., next Board Meeting (note - the day was changed this month only to insure the maximum number of Youth board members would be able to attend).

**3. Review Conflict of Interest Procedure:**

Joanne reviewed the Youth Bureau's Conflict of Interest Policy to be followed during the Resource Allocation Process. A copy was provided to each member for their reference.

#### **4. Completion of the Youth Bureau's Statement of Disclosure Form:**

Each board member completed the Madison County Youth Board Statement of Disclosure form which identified any conflict of interest that would need to be addressed per the above mentioned Conflict of Interest Policy. In addition to the completion of this form, Joanne reminded the board members that they will be receiving a packet from the County Attorney's Office that includes Ethics and Statement of Financial Disclosure forms. To meet state regulations it is required that members of county appointed boards complete these forms annually. The completed forms must be notarized and returned to the County Attorney's Office in the colored envelope provided by the date noted in the packet. The Statement of Financial Disclosure form looks daunting, but for most the response to the questions asked will be 'none'.

#### **5. Renewal of Catholic Charities Interim Family Home program:**

Catholic Charities is the only certified option in Madison County for the RHY program. The program certified a home in Oneida one year ago that serves females only. There is word that they are in the process of getting paperwork done for a home in the Morrisville area that will take either gender. Joanne does not see a huge need for more than two. The program has not housed anyone so far.

The contract amount is \$42,000; \$27,000 comes from OCFS and Madison County has committed \$15,000 in the county budget. Program costs are more. The agency is required to have a 20 percent match.

Motion made by Beth to fund Catholic Charities Runaway and Homeless Youth Interim Family Home program for the amount of \$42,000.; seconded by Jo; unanimously approved.

When asked if the suggestion to increase promotion of the program was shared with Catholic Charities Joanne stated that Michelle Stewart who was paid under the Sexually Exploited Youth funds had carried on as a volunteer to promote the program. Joanne is aware that Michelle presented to Rotary recently. Joanne also hooked Catholic Charities up with multiple agencies during a recent Madison County Safe Harbor initiative meeting. The agencies were unaware of the program and requested presentations.

#### **6. Director's Report:**

Joanne shared that in the state budget the Governor proposed funding the Youth Bureaus at a flat level without legislative adds. Youth Bureaus will be advocating with their state legislators to have the legislative adds put back into the budget. Last year the State Legislature/Governor doubled the amount for RHY, which still is not a lot of money statewide. This year the same amount is in the proposed budget.

#### **7. Youth Development Specialist's Report:**

Tina shared that Leadership group is seeing about 9 students attending regularly at Cazenovia and 9 at Chittenango. A few behavioral issues with students at both schools have been addressed and both programs are going well. Year 2 students completed their first reading visit at the Chittenango Child Care Center today. Both Sydney and John attended and shared their enjoyment of the experience. Tina shared how well both students did. The group will be returning to the center again in March. Year 2 will also be worked with the Great Swamp Conservancy on their Seeds of Hope project. The Great Swamp received a large donation of packaged seeds and would like to distribute them at community locations throughout the county.

Unfortunately there was not enough interest to run a spring round of Exploring County Government. Only two students from Oneida registered for the program. Tina is actively recruiting for students for

the next school year. She has met with administration and teachers and is hopeful that Canastota, Chittenango and Oneida will send students in the 2017-2018 school year.

Donna commented that she was happy to see both student Board members highlighted in the Chittenango School District newsletter. Tina will add a link to the article on the Youth Bureau's webpage.

#### **8. Miscellaneous**

No content to report.

#### **9. Next Meetings**

- **February 14th, 5:00 p.m., presentations by six organization representatives, Supervisor's Conference Room**
- **March 9th, 5:30 p.m., next Board Meeting, Supervisor's Conference Room**

**Sydney made a motion to adjourn the meeting; seconded by Jo. The meeting was adjourned at 7:04 p.m.**

**Respectfully Submitted by Tina Louis**