

Madison County Youth Board Meeting Minutes
5:30 pm, Supervisors Conference Room, 2nd Floor
County Office Building, Wampsville
December 2, 2014

Members:

Ron Cary, Kathy Caezza, Dawn Post, Donna Cashman

Staff:

Joanne Eddy and Tina Louis

Guests:

Sharon Taylor, Cole Jackson

The meeting was called to order at 5:34 p.m.

1. Motion to approve Minutes:

A motion was made to approve Minutes from the October 7, 2014 Youth Board Meeting. Motion made by Ron; seconded by Kathy; unanimously approved.

2. Director's Report:

- **OCFS Results Scorecard and Development of Common Performance Measures:** Joanne shared that the Results Scorecard is an online system for gathering data related to program and participant performance measures and documenting progress. Programs struggled this year to meet outcomes. Although we can accept what groups are doing now, the Office of Children and Family Services (OCFS) is working with the Results Leadership Group to develop common performance measures for commonly funded programs. Their goal is to have performance measures in place in 2016. Joanne will be changing the wording in the Request for Proposals (RFP) for Youth Bureau funding to mirror what is being done now with OCFS.

Joanne is starting to set up Scorecards for each program currently being funded. The process is meant to determine if the program met the outcome they said they would, so it looks at what is included in the RFP versus the outcomes reported in quarterly reports. Documentation of outcomes in this way is a significant shift from what has always been done. Once we get into 2015 Joanne will bring Scorecards to a meeting for Board members to review.

Being able to document outcomes is difficult and some programs are struggling. Pure youth development programs may not be funded anymore. Earlville Opera House (EOH) is a good example. They have been funded for a long time and provide a wonderful youth development experience allowing young people to enjoy and appreciate the arts; however their documentation of outcomes is not happening. We tried to help them to work in skill development workshops, but they were not successful. Kathy commented that she agreed that outcomes would be hard to document with respect to this program. The EOH Director struggled with how to measure outcomes. We spent lots of time helping staff, but it is not working. The EOH Director recognizes that our Youth Development Program funding is not a good fit. Another example is Church on the Rock. They have the ability to do measurement, but need to tighten things up and document what they are doing better.

- **OCFS Draft Rules and Regulations:** The draft new rules and regulations were not discussed by OCFS at the Association of NYS Youth Bureaus conference in October as had been anticipated. The Youth Bureau will continue to operate using the old regulations until the new ones are released.

3. Appointment/Reappointment of Members to the Youth Board: Due to technical difficulties with the Vidyo equipment Joanne asked to move up the agenda item to review and vote on appointments and reappointments before we lost connection with Donna. Joanne announced that she is sorry to lose Kathy Caezza. Kathy stated that she needed to remove herself as her participation has not been what she wanted it to be due to work schedule conflicts. Lisa and Mindy Reeves have also decided to end their involvement after 10 years. Joanne stated that she appreciated the time and effort of everyone leaving the Board. Donna Cashman and Bobbi Jo Hannan have asked to be reappointed. Sharon Taylor who joins us as a guest for the meeting is co-owner of Tim Horton's in Oneida and would like to be voted in as a Board member. Joanne stated that we have never had a business representative on the Board so it will be a nice addition. Sharon/Tim Horton's sends two Oneida area youth to Tim Horton Camp Kentahten in Campbellsville, Kentucky in the summer, all expenses paid, sponsored by the Tim Horton Foundation. Carol Musacchio was on the Board ten years ago. Carol is the Behavior Management Specialist in Alternative and Special Education at Madison-Oneida BOCES. Cole Jackson who is a guest with us tonight is a junior at Chittenango High School and has been actively involved in the Leadership Program that Tina facilitates. Cole is in the second year of the program which focuses on service. Cole will decide after his visit whether he would like to be involved. Joanne explained the purpose of the Board.

Kathy made the motion to reappoint Donna Cashman and Bobbi Jo Hannan and appoint Carol Musacchio and Sharon Taylor to the Board for a two year term to begin January 1, 2015. Ron seconded the motion; unanimously approved.

Returned to the Director's Report:

4. Teen Assessment Project (TAP): The TAP survey is a countywide survey of youth grades seven to twelve. About 2,400 surveys were completed with nine of 10 districts in Madison County participating in the survey at some level. Brookfield has historically participated in the Oneida County survey. There were issues with Cazenovia. The seventh grade completed the survey at the middle school level, but for whatever reason, the principal at the high school could not figure out how to schedule the survey. Joanne said she hated to lose the eighth through twelfth grades in Cazenovia as it will impact the countywide aggregate. Cazenovia will only have data for its seventh graders. Joanne cannot wait on Cazenovia any longer. 2,400 is not a bad sample. Four years ago we had 51% of students with 2,600 surveys completed. We will be close to 50% in this survey. The other districts did a great job. The sample is big enough to have accurate data.

Kathy asked if the survey not being done at the high school level will affect agencies providing programming in Cazenovia. Joanne stated that all anyone else will see is the county data. It is up to each district to look at their own data to see what issues are of concern and address them. The report issued by the Youth Bureau will always be based on the county aggregate data. Not doing the survey only affects the Cazenovia district. They do not have complete data. Joanne stated she would send the superintendent a note that she is disappointed that they will not have valid data to work with. The overall number is good as there are national surveys with less data. The data goes to Cornell and they will send spread sheets with raw data back for analysis. Board members can go to the Youth Bureau website at <http://www.madisoncounty.ny.gov/youth-bureau/2010-teen-assessment-project> to see the 2010 survey report. The survey covers the good and the bad.

5. 2015 RFP Process: The RFP normally goes out at this time. Joanne stated that she is making adjustments to add language from the Results Scorecard. She said she would try to post the RFP to the website next week and distribute a public announcement. The application will have a five

week turnaround time with a mid-January due date. This is a week or two later than 2014. The applications will be electronic and sent out to everyone to review them. We will talk at the February meeting and make recommendations for funding in March. We may see more municipal recreation programs apply this year.

6. Youth Development Specialist Report:

Tina presented pictures and reviewed various program highlights.

- **Cazenovia Leadership Program:** Leadership Group has been going well. About eight students are actively participating at weekly sessions.
- **Chittenango Leadership Program:**
 - **Year 2 Service Group:** Two students completed a heavy job of moving tables and chairs for Clear Path for Veterans in mid-October. Five students planned and facilitated teambuilding activities for 5th Grade Day at Bridgeport Elementary in late November. Students meet weekly to plan service activities.
 - **Year 1 Leadership Group:** There have been some attendance issues with a slow start, but currently about 10 students are attending the group.
- **Association of New York State Youth Bureaus Conference Workshop:** Three students facilitated a 75 minute workshop that reviewed the format and function of the Leadership Program. About 30 adults from all over New York State attended. Students received excellent feedback on the workshop. Cole commented that he was surprised at how timid the adults were when doing activities. Tina commented that Cole has done a fantastic job in all the activities he's been involved with and has improved greatly in his leadership ability.
- **Future Business Leaders of America:** Tina completed three workshops for the fall FBLA meeting in Herkimer, two on making good first impressions and one on teambuilding.
- **Local Government Interns Job Shadow Day:** 14 students involved in LGI will complete their Job Shadow Day tomorrow. Two others have already completed a shadow with the County Historian.

7. Miscellaneous: none

8. Next Meeting: The next meeting will be on Tuesday, January 6, 2015 at 5:30 p.m., Supervisors Conference Room.

**Kathy made a motion to adjourn the meeting. Ron seconded.
The meeting was adjourned at 6:30 p.m.**

Postscript: JoAnn Perkins accepted the invitation to be a Board member on December 3, 2014. Cole Jackson accepted the invitation to be a Board member on December 4, 2014. Joanne sent these additional names to Youth Board members electronically to vote on. A majority vote was quickly received and JoAnn's and Cole's appointments will be voted on by the Madison County Board of Supervisors at their 12/22/14 meeting along with Donna, Bobbi Jo, Carol and Sharon.

Respectfully Submitted by Tina Louis