

**Madison County Youth Board Meeting Minutes**  
**5:30 pm, Supervisors Conference Room, 2<sup>nd</sup> Floor**  
**County Office Building, Wampsville**  
**February 2, 2016**

**Members:**

Donna Cashman, Carol Musacchio, Sharon Taylor, Kalila Lehner, Jo Perkins, Cole Jackson, Freeda Windland

**Staff:**

Joanne Eddy and Tina Louis

*Kalila called the meeting to order at 5:34 p.m.*

Joanne welcomed Freeda Windland to the Board.

**1. Approve Minutes from the January 5, 2016 meeting:**

Motion made by Donna to accept the January 5, 2016 minutes as presented; seconded by Carol; unanimously approved.

**2. Director's Report:**

**Funding Levels Contained in Governor's Proposed 2016/2017 NYS Budget**

Joanne explained that because Youth Bureau funding is on a calendar year and New York State's fiscal year is on an April to March calendar, the RHY and Youth Development Program appropriations within the Governor's proposed budget will impact the Youth Bureau's 2017 funding. RHY funding for 2017 shows a healthy increase while Youth Development Program funding remains flat. We are asking our state legislators to re-appropriate their legislative adds to RHY and Youth Development Program funding from last year to bring our 2016 funding up to what it was in 2015. It can be a very confusing system because of the inconsistency between our fiscal years.

The important thing for Youth Board members to know at this time is that we are guaranteed the \$\$ that Joanne has said we have available for our RHY program and in Youth Development Program funds for distribution to agencies to provide youth programming. Anything additional that might be re-appropriated during the NYS budget process will be dealt with later.

RHY and Youth Development Program monies are separate funding streams with separate accounting principles so they cannot be combined. RHY requires the county and agency to have a 20 percent match as is referenced in the Catholic Charities budget; the county has \$15,000 budgeted with \$27,000 OCFS funds. Once the Youth Bureau's county budget is approved the \$15,000 is in the budget as a match piece for RHY money. RHY has separate legislation and separate financial requirements. Joanne shared that she is seeing a push from OCFS that if an RHY program is only running a case management based program with no beds they are pushing Youth Bureaus to fund it out of Youth Development program funds and not RHY.

**RFP Process**

The Youth Bureau has received 10 proposals equaling \$96,100 in requests for \$55,000 of available funding. Joanne suggested taking one proposal off the table and out of the Youth Development funding stream by pulling the \$12,000 request from Catholic Charities for their At-Risk Case Management program. This would drop the \$96,100 worth of requests for Youth Development Program funding down to \$84,100. The Board was in favor of this course of action. Joanne suggested this course of action because she received permission from OCFS to fund the At-Risk Case Management program expenses out of the \$35,000 in Sexually Exploited Youth/RHY enhanced funds that the Youth Bureau was awarded for 2016. In addition, Catholic Charities will also utilize SEY funds to hire a part time person/community educator to devote time to recruitment, certification and public awareness for host homes. The revised budget that Catholic Charities submitted to cover all of this totals about \$28,000. This would allow Catholic Charities to get more host homes and would allow more flexibility for requests through Youth Development funding. Joanne would also like to include in their budget the cost of one

more 'Look Beneath the Surface' campaign training with the woman who formed Courtney's House who is a survivor of trafficking and to cover costs associated with the creation of a task force to develop a coordinated community response and protocol for addressing the issue.

### **Review of Conflict of Interest Policy**

Joanne distributed the Youth Board Conflict of Interest Policy and reviewed it. She informed the Board that they would also be receiving some Statement of Financial Disclosure and Ethics forms from the County Attorney's Office. Joanne can be contacted with any questions about the forms. The forms must be completed, notarized and returned to the County Attorney's office in the blue envelope provided.

### **Establish Process for Reviewing Proposals**

Joanne noted there are some new proposals. She asked if anyone had an interest in having an extra night and inviting agencies to give short presentations. Each agency would get time to present on their program and budget. It would give the Board the opportunity to ask questions. As Tina reports to the Board at every meeting we could exclude the Leadership Program from presentations leaving eight programs. All agreed to schedule an additional meeting for agency presentations on February 23<sup>rd</sup> starting at 5:30 p.m.

### **Approve 2016 Funding Allocation for Catholic Charities RHY program (sole source)**

The RHY proposal is for \$42,000; \$27,000 from OCFS with \$15,000 county match. Catholic Charities has to show expenditures of \$52,500 to include their 20 percent match.

Sharon made a motion to approve the 2016 Catholic Charities proposal for the RHY program; Jo seconded the motion; unanimously approved.

### **Department Move**

Joanne has now also moved to Building 1 which also houses DSS and Employment and Training. If you plan to visit the office please call ahead. You will need to report to the Security Station upon entering the building and ask for the Youth Bureau.

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

#### **Exploring County Government Program**

The Youth Bureau is running a spring session on our own. Registration was sent out to schools. Oneida and Stockbridge are both interested in sending students. Up to four will be Oneida with six from Stockbridge. Tina is going to Stockbridge Valley High School on Wednesday to meet with prospective students to answer questions. We have been working to update materials to reflect the changes needed from the last session.

#### **Chittenango Leadership Group**

Tina reported she is having issues with a number of students not coming during 6<sup>th</sup> period which is generally the time students have lunch. When all students attend there are 12. Kalila volunteered to talk to the students about the importance of coming to the group. She will visit the group on Thursday.

#### **Cazenovia Leadership Group**

The program is running well in Cazenovia. Nine students are committed to coming. They all have good energy and participation.

### **4. Next Meeting – February 23<sup>rd</sup>, 2016, 5:30 to 7:30 p.m.:**

Joanne will set up a schedule for agencies to present and will inform the Board of the schedule.

Sharon made a motion to adjourn the meeting. Jo seconded. The meeting was adjourned at 6:36 p.m.

**Respectfully Submitted by Tina Louis**