

**Madison County Youth Board Meeting Minutes**  
**5:30 pm, Supervisors Conference Room, 2<sup>nd</sup> Floor**  
**County Office Building, Wampsville**  
**June 3, 2014**

**Members:**

Jill Moore, Dawn Post, Ron Cary, Donna Cashman

**Guest:**

Kalila Lehner

**Staff:**

Joanne Eddy and Tina Louis

*The meeting was called to order at 5:35 p.m.*

Members introduced themselves to Kalila Lehner, a guest for the meeting who is interested in becoming a Youth Board Member. Kalila is a sophomore at Chittenango High School. She has been actively involved in the Leadership Program at the high school for two years. Kalila sat in on the meeting to learn more about the Board and determine if she would like to become a Board Member.

**1. Motion to approve Minutes:**

A motion was made to approve Minutes from the March 4, 2014 Youth Board Meeting. Motion made by Jill; seconded by Dawn; unanimously approved.

Prior to the agenda commencing Donna asked when PQA reports are done if summaries are available. Joanne said the full reports could be shared, but cautioned that giving out the information without discussion entertains room for misinterpretation. Joanne said she hesitates to just give out the results as there is a level of training necessary to interpret them and that the results are better discussed in general terms with the Board at meetings.

**2. 2014/2015 Enacted NYS Budget:**

Joanne shared that legislative adds were put back into the budget so 2014 looks the same as 2013. RHY money is identical to 2013. Youth Development funding combined the two funding streams. The state had contracts of their own, but no longer can run contracts, so that money was put back in. This puts us at \$4,500 ahead of last year. This should remain consistent and Joanne stated she does not see us getting any more added back in. Joanne used some of what was initially budgeted for administration to go to programs, so the additional money will go back in to cover those administrative costs.

**3. Director's Report:**

At the March meeting Joanne stated that she had been invited to be on a statewide advisory group to report program outcomes. Under a contract with the Results Leadership Group there is a plan to expand on what was started with pilots. This is a three to five year process to determine common measurements and to agree on a reporting system that can illustrate the impact of programs. The new legislation forced this process to happen in order to provide input to legislators on program outcomes. The advisory group has drastically influenced how to move forward and will expand the pool of Youth Bureaus using the scorecard to track outcomes. The state will pick up the cost of the license.

Joanne presented at the Youth Bureaus' Directors' Training Meeting in May on the importance of outcomes as a lead in for the state to roll out the Results process as a requirement. Donna asked if the Results Leadership Group is doing this process with other states. Joanne stated that they are actively working with other countries as well as states, and various organizations within New York State. The process will be personalized to programs to illustrate what they are interested in tracking within their own programs. The common measures are getting tracked across the state and built into scorecards. Donna asked if Joanne could foresee a statewide report card to which Joanne answered yes. It will take a long time as there are a variety of programs across the state and it will take time for common measures to be developed across the spectrum. Ron asked what data can be entered. Joanne said that she enters data from quarterly reports and is building quarterly reports around the scorecard. All the agencies' reports look different as what they track is being built into their individual scorecards.

The TAP survey will take place in the next school year. Last time all the Madison County districts did their whole population due to a grant application. Last time was the first time we offered staff and volunteer support to do the survey. Joanne stated that we need volunteers to help administer it and asked the Board for their help. DeRuyter did the survey on a one hour delay schedule. Joanne will share this format with schools as she thought it worked well. Donna asked if the survey changed much, to which Joanne responded that it does not change unless she changes it or schools request different questions be added or removed. Joanne will put the survey out to superintendents if they want to get rid of some questions that no one is using. Last time feedback was that some students struggled to get done in one period, and there were issues with reading comprehension. We can adjust questions locally and can pull questions from other surveys. We pay Cornell to run the sheets. Different counties have different versions as the needs are different in different counties. Once you remove a question you lose the history, so it is important to be mindful of changing questions.

#### **4. 1<sup>st</sup> Quarter Program Updates:**

**Community Action Partnership Mentoring Program:** There are 10 kids currently enrolled with the hope for 20. Eight carried over from last year. The staff admits that they are having a hard time recruiting new mentors. They also have a grant to start programming with the developmentally disabled population. Although it is wonderful that they have a new program, when mentors for the new program are taken out of the general pool it has hurt recruitment for our program. Staff is starting to see an upsurge and is confident that the numbers will start picking back up. Kids are doing really well in the program; 9 maintained an increase in grades with 9 out of 10 having less school absences.

**Church on the Rock:** The after school program served 46 kids this quarter with 13 brand new. After the PQA there were recommendations to tighten up the sign in sheet for entry and exit. A new snack bar has been implemented to reduce the need for youth to leave and to raise funds for activities and equipment. There has been an effort to address other recommendations. They have created an assessment instrument and are implementing it. A follow up meeting to the PQA is set for this week with Tina.

**Catholic Charities:** The new staff person is out and meeting with agencies and schools and making an effort to inform the adult population about the program. Case management services are moving along and the staff is seeing people. The interim host home certification paperwork is not back from OCFS and is stalled in the Division of Budget. This is because the paperwork did not get addressed before the state budget passed. Joanne is feeling more pressure to get the interim piece going as surrounding counties are diverting kids to adult shelters which are not equipped to handle a youth population.

**Earlville Opera House:** The contract is for four skill based workshops and two performances. Two workshops in April did not run. The first had 0 kids register and the second had only 4 register. The workshops were supposed to be held for 20 youth. The PR was not good and the online registration that was supposed to be available was not done. Patti is ultimately responsible for the program with staffing assistance. Both Joanne and Tina have offered technical assistance and have provided assessment instruments. Joanne offered to wipe the slate clean and try to redo the workshops in the fall as nothing has been charged to the Youth Bureau. There are two performances scheduled for the summer with a workshop attached. Joanne is concerned with the first workshop being offered July 12<sup>th</sup> at night. The first quarter report included things the Youth Bureau was not funding which Joanne brought to Patti's attention.

**Morrisville Eaton Smithfield Recreation Commission:** The program will be running t-ball. The staff person has come up with an evaluation tool to use as a pre and post assessment. Tina will be working with the staff person to complete the PQA.

**Hamilton Swim Program:** Nothing to report at this time. The program will run in July.

**BRiDGES:** There are issues with the numbers for the quarterly report as there is a large discrepancy between the pre and posttest numbers for the fall. The report stated that 255 students were served, but the breakdowns did not make sense. There were 220 in the classes with only 159 post tested. Joanne asked for clarification for the 61 kid difference as well as the low percentages for outcomes. When looking back on reports the outcomes are not reported the way they are put into the proposal and outcomes are reported differently on post tests. The adjusted posttests created by staff are different from what the original curriculum puts out according to the website. This makes it difficult to see the relevance of the newly created formats to the original curriculum. In addition, follow up suggestions presented regarding the improvement plan based on the results of the PQA were not well received. There seems to be confusion on BRiDGES' end regarding the PQA and the funding process. These two things are not dependent on each other and are on different schedules; therefore they do not influence each other. Clarification has been offered on multiple occasions.

##### **5. Youth Development Specialist Report:**

Chittenango Leadership Groups are finished for the school year. Both groups did very well. Three youth in Group 2 completed the second year service component. They completed service at Wanderers Rest, the Chapman Park Dog Park, and the Madison County Health Rabies Clinic. Youth also completed job shadows with Environmental Health and the Sheriff's Office. Eight youth in Group 3 completed the first year leadership component. The group recently participated in sessions on teambuilding, how to make a first impression, and career exploration with a field trip to learn about jobs in county departments. Six members of Group 3 also completed a service project by facilitating five teambuilding workshops for 4<sup>th</sup> and 5<sup>th</sup> graders at Bridgeport Elementary School.

PQA activities and technical assistance were offered to the Earlville Opera House and BRiDGES Life Skills Program. This week an observation is scheduled with the Morrisville t-ball program and a follow up meeting is scheduled with the Church on the Rock after school program.

A meeting was requested by Cazenovia Central School District staff to again offer the Leadership Program to students. The program will be offered one period a week on Tuesdays starting in October. Tina recommended 12 to 15 students be recruited to allow for attrition. Staff will be present the first five sessions. Staff will send a letter home to parents about the program and each youth will receive a personal invitation. Both Joanne and Tina are very happy with the renewed interest and are impressed in how they are proceeding to implement the program this time. The program was also offered to Stockbridge Valley and Morrisville Eaton, but Tina has not heard back from administration from either district after repeated inquiries.

The post test results and journals for the fall 2013 Local Government Intern program were recently sent to the Youth Bureau from Cooperative Extension. The information provided good feedback that will be used for program improvement.

The Fair will soon be upon us. We are happy to report we have a full tent with many organizations returning from years past. We are really excited to have secured a donation through assisting the Red Cross in the tear down of a trade show at the Turning Stone. We connected with the Red Cross last year, but were too late to benefit, but this year we helped pack items from a general merchandise and candy show and received puzzles, kites and board games to give away at the Fair. There was so much left that CAP was also able to benefit from the donation. Since we had been getting a number of rejections for donations from toy companies, CAP had been nice enough to help us by collecting board games, so we returned the favor. The trade show should be around for a few more years, so we will continue to help with the trade show in hopes that we can again receive items to give away at the Fair. The value of the items is over \$1,000.

**6. Miscellaneous:**

A motion was made by Jill to approve Kalila Lehner for appointment to the Youth Board. Dawn seconded the motion. All were in favor (3-0). Joanne will forward a resolution appointing Kalila to the Youth Board to the Board of Supervisors for approval during their June 10<sup>th</sup> meeting. The term of appointment is to begin on August 1<sup>st</sup>, 2014 and expire on December 31<sup>st</sup>, 2015.

**7. Next Meeting:**

The next meeting will be on Tuesday, August 5, 2014. This will be the Collaboration for Community Change/Youth Board Meeting. The location is to be determined.

**Dawn made a motion to adjourn the meeting. Jill seconded.**

**The meeting was adjourned at 7:15 p.m.**

**Respectfully Submitted by Tina Louis**