

Tompkins County Youth Advisory Board
January 10, 2022, from 5:00 PM to 7:00 PM
Hosted via Zoom

Present: Patty Van de Bogart, Marie Kirchgessner, Leonardo Vargas Mendez, Pat Buechel, Lisa Monroe, Randy Smith, Khaki Wunderlich, Ian Schachner, Lisa Campbell, Jennifer Dean, Tamer Elshourbagy
Absent:

Staff: Kate Shanks-Booth, Theresa Albert, Bridgette Nugent, Meghan Lyons

Meeting called to order: 5:08 PM

Patty and Khaki's Reappointment to Board

- Patty asked some clarifying questions about the appointment of Khaki and herself to the Board.
- Theresa expressed concern that the normal procedure for reappointment was not followed by the County, and then asked some additional clarification questions about how Khaki and Patty were notified about their appointment.
- Khaki said that she had received her appointment letter, and that she had fill out the application a few months earlier. Patty said that she got the same letter and had also filled out her application.
- Theresa said she would follow up with the County to see what the changes in the process were about.
- Marnie moved to accept the reappointment of Khaki and Patty to the Board, and Patty seconded that motion. The vote passed unanimously.

Slate of 2022 Officers

- Pat said that an email had gone to the whole board asking for nominations for officers.
- Pat then said the following slate of officers for 2022 were proposed:
 - Patty for Chair
 - Khaki for Vice-Chair
 - Lisa M. for Secretary.
- Patty moved the slate of officers. Marnie was the second to that motion. The slate of officers as proposed by the nomination committee were passed unanimously.

Update on the Runaway and Homeless Youth (RHY) Request for Proposal (RFP)

- Patty reminded the Board that the RHY RFP was sent out in November, and that the Resource Allocation Committee (RAC) had reviewed two bids from the Learning Web and Family and Children's Services.
- Patty said that after conversation the RAC did not feel they could fund either of the bids in their current state, and they had asked Kate to go back with some additional clarification questions.
- Patty said they had agreed to give each applicant two weeks to revise their bid and then resubmit for the next review of the RAC.

- Kate provided an update to the RAC and the Board that she had already reached out to the Learning Web to have that discussion and it had gone well.
- Kate also said that she had reached out to Mike Ellis, and they had a discussion scheduled for the following day.
- Kate and Patty said that the bidders have two weeks to get the responses back to the RAC.
- Patty said given these clarification processes there was no official RAC recommendation tonight, but they would keep the Board updated on the process.
- Khaki wanted to make sure that both bidders were told that they had the option to redo their budgets. Kate assured her that she had let LW know that and would also let FCS know the next day.
- Khaki encouraged members of the board to get involved with the Resource Allocation Committee. She said that it was the best way for her to gain the knowledge of how the money flows into our department and how it is used in the County to fund programs for youth.
- Patty said that she would second what Khaki said, and it would be well worth the time.
- Pat followed up with a clarification question asking about the time commitment.
- Theresa responded that this year it would be more because it was a new process/cycle, but that it would be less during a renewal year. For example, she said that this year it would be several hours over the course of a month.
- Patty told Pat it was a very defined period and welcomed her to join if she would like to do so.
- Khaki said that she would like to see the whole board involved in the RFP discussion.
- Marnie said she thought that would be good, and she would like to see that that. She further suggested that maybe the board use our already scheduled meeting.
- Kate added that she said that conversation was already in flux, but if we did ask for additional help, we would try to ask the board during the regular meetings that are already scheduled.

The 2023 RFP Process

- Patty opened the conversation around the updates that were being suggested to the RFP per the prior board meeting discussions. She said that there were four areas that each member had been asked to look at, and she would like to go through those.
1. Introduction: Patty said that this introduction is completely different than it was in 2017. She stated the due to Covid they are looking for new and innovative ideas on how to address the changes in our world.
 - a. Pat said that she thought the introduction was good. She added that it addressed a lot of issues that have been talked about in prior meetings and seemed to address the six Touch Stones
 - b. Lisa Campbell said she thought the introduction was very clear.
 - c. Pat did note that youth employment issues had been talked about but were not addressed in the introductions. She wondered if maybe we wanted to add it? Khaki and Patty agreed that was a good point and pushed the question to the larger group.
 - d. Randy mentioned that Ian felt strongly about a classroom focus, and asked how he felt about this?

- e. Ian said that he thought the introduction was good He did question if it was clear to the applicants that they could focus on one or two of these things, not have to look at everything. Ian did ask if it was a work in progress? Patty said yes, and we were looking at the finer details as we move forward.
- f. Patty did say that we were not narrowing the Touch Stones.
- g. Randy was surprised by how much was required by the bidders for the money, noting that they only really get half of the money.
- h. Pat then asked if agencies could submit multiple applications? The answer was yes, we are open to multiple applications.
- i. Lisa Campbell said this introduction really gives a good opportunity for an organization to “toot” their horns a bit and really tell us what they are hoping to do. She said that there will be lots of overlap, and that’s not a bad thing, but to let them speak to how they specially address them.
- j. Randy asked, why we can’t say TCYSD has x amount of funding in any one of these areas, and then let them come at us with lots of ideas?
- k. Patty noted that we do need to narrow it down just a little bit.
- l. Kate also added that the areas of the Touch Stones are dictated by OCFS, and most of the agencies have already been doing work under certain Touch Stones for some time. The introduction was a chance for them to move beyond the copy and paste, and really let them brag about how they have been doing, and then how we can be supportive to them.
- m. Khaki reminded everyone that this is only part of the thing funded by youth services. She noted that just because we aren’t addressing things here, it doesn’t mean we aren’t supporting those areas in another way.
- n. Theresa circled back to Randy’s question, and noted that the Department did try to be more open in the RFP process before, but they found they were funding more agencies but at smaller amounts. She said that the Board made the decision that they wanted to focus larger sums of money in fewer areas to increase the impact that we could have. Randy said that explanation made sense.
- o. Lisa said that she thought that the Touch Stones were created as the results of a major reach out effort from the department in the past. Kate said that the Achieving Youth Results was what she was thinking about, noting that AYR was the community’s response to the Touch Stones from OCFS.
- p. Khaki asked that if we did add something for employment, what is the language that we wanted to add and where would we add?
- q. Kate reminded the board that historically we did share a position with the WDB, but that no longer lives with our Dept. However, this was County/State funds that do go there.
- r. Kate said that in addition, we do help fund through MYSS some employment through RYS.
- s. Marnie added that we currently fund the IYB’s Youth Employment Services, as well as the Learning Web via Career Exploration.
- t. Khaki came back to the question about asking if we wanted it to be an area of focus in the introduction? Pat said since we fund a lot, maybe that was enough?

- u. Lisa Campbell said that we could add it to the areas of focus a little later, the funding opportunities would be a good place to put it, and everyone agreed.
2. Target Population section of the RFP – Page 10 – 11
- a. Patty said that this is very similar to the 2017 RFP section. She wanted to know if anyone thought we needed to add anything to it?
 - b. Randy asked if the age group here was 0 – 24 years. Kate said yes, that is the age range that we serve. Randy said he thought that this section was good.
 - c. Ian asked why we were asking the applicants to tell us why they are selecting this target population? Ian wanted to know how the bidder reached their conclusion of the numbers they expect to serve.
 - d. Kate said that maybe what he was asking about was that applicants flush out the number of young people serve, not why they selected the target population? Kate noted that if they have been funded previously the numbers, they provided should be consistent with the numbers reported in the prior year. But it was a new question for newly funded agencies, and they could elaborate on it more.
 - e. Khaki said that there should be some thought that goes into the process of how many youths they will serve.
 - f. Marnie said that it is still problematic given her prior experience with filling out applications for funding.
 - g. Khaki asked if we have differentiated direct and indirect services. Kate noted that it is all direct service, and the department has done a good job on flushing out the differences in the youth served under those categories.
 - h. Bridgette was asked if she agreed, she wanted to know if it was looking at research, etc., it could be tracked better. And that would not be an issue.
 - i. Jenn Dean joined the meeting at this time and was asked if she had any feedback, she said that she has none right now.
 - j. Tamer asked us to elaborate on the point system that is mentioned in the RFP. Kate said that it was tied to a rubric that was given to the RAC. Tamer asked if it was provided to the applicants prior to their submission?
 - k. Khaki said it helps her when she applies. Patty said it was an interesting question.
 - l. Ian asked about if/how feedback is gathered from community partners? Kate asked if there is anyone who has been through the process before, that might like to elaborate on the issue?
 - m. Theresa said we don't always ask the feedback, but the applicants do often give it to us. Ian wanted to see a place for interesting takeaways from the process to be noted.
 - n. Kate said that community members will be added to the RAC process. Khaki said that she has never really using the point system, but it looks like the system is based on the number of pages provided.
 - o. Pat said performance accountability would be measured very heavily, and she would focus there. What are their measures? How do they plan to do that?

- p. Kate reminded everyone that the way the agencies measure success is tied to the AYR. She said that it is something that we could talk about in the weekly meetings and bring that back to the larger board.
- q. Khaki said she likes page limits, but they are putting those into the one system and that may not give page numbers. Kate said that we are using the Bidnet system, which does include pasting word documents into it. Thus, page numbers are accurate.
- r. Lisa asked if we can go back to the bidder after they submitted for follow up questions? Theresa said that we can follow up with the agency.
- s. Lisa asked if the follow up with the agencies was common? Theresa said that we have done this a couple ways over the years, where we would have every applicant come in to meet with the RAC. However, she said that was changed because the RAC felt that someone might be wonderful in person in personality, and could sway a decision. So, to make it fair it was no longer done in person, and we have gone back for clarification questions and that is not that much more work.
- t. Marnie asked if the submission have to be done online now, and Kate said yes, we are now having to go through the Bidnet process and they are submitted online.
- u. Tamer asked if any point in the process, we are going to have the applicants come in and talk to us in person? Patty said that it was done for the RAC, not the full board
- v. Patty asked if that was something we wanted to do? Tamer said that it would be nice to put a face to the application and hear from them.
- w. Theresa said that the timing of all this was the issue because the County Budget timeline is tight between when applications come in and when we must make decisions. She felt it was not possible to have all the applicants come in .
- x. Tamer asked how many we are expecting? Theresa said last time we had 26 enter the process, 13/14 went on to the next round, and then 9 were funded.
- y. Khaki said she would want some specific reason to ask them to come in. She noted that having applicants come in person allows implicit bias to sneak in.
- z. Kate said that she thinks Tamer said is valid, but the truth is that we have difficulty making quorum on a regular basis, and it is a matter of the actual board capacity to set those up and make them meaningful would be. She did not support having applicants come into an in-person meeting.
- aa. Patty asked for anything additional, and she loved the conversation that we were having with the full board.

3. Program description and Details: Pages 11-12

- a. Patty asked us to look at this and opened the floor for discussion on this area.
- b. Patty said we did include a request for program changes that are resulting due to Covid.
- c. Kate said we added how the applicants were going to be accessible to those who have disabilities?
- d. Khaki said we are looking at changes the applicants have made in response to Covid, but also how they will continue to be flexible in the future.
- e. Lisa Campbell, said that is good to ask that question.

- f. Word change was suggested from “Not currently funded” to “new programs” can – Khaki noted this suggestion in the question section.
 - g. Jen said, the “programs not currently operating”, not exactly “new programs”.
 - h. Patty said that was a good point.
 - i. Khaki also suggested changes to the phrasing around asking applicants to outline the action they will take to help outreach, retention, and sustainability for the new programs.
- Kate said that we would take this feedback and provide an updated version for the next board meeting.
 - Kate said we would continue to discuss the need for a pre-application process or just move to the full application.

End of the Year Report

- Lisa Campbell – said that each year she goes to the Town of Lansing and reports out to them about the items that the Youth Advisory Board does. She said that it is so uplifting, and this year was such a rough year, it was wonderful to be able to go back and look at all the great things that we have done.
- She asked that next year everyone reach out to her and tell her what meant the most to the members, or what they are most proud of. Lisa said that it does fall into our goals to work on the relationships with those municipalities, and it is a really easy way to do that.
- Patty asked if Lisa would be willing to share that with each of us. She added that it is wonderful to take stock of the good things that we have done.
- Lisa said she would like to encourage the board members to make their own. She said she would be happy to share highlights but didn’t want to send the whole thing.
- Patty asked if Marnie does something for Danby? Marnie said she typically goes in person and that she always ties it back to the funding.
- Patty also said that Glen Morey has stepped off the Board due to the end of his term on the Tompkins County Legislature, but Patty was going to ask him to consider him joining as an At-large member.

2022 Board Retreat

- Patty said she hopes that we can do it in person.
- Patty asked the group to think about the goals, and what we want to accomplish. She said the new RFP but asked if there was anything specifically, they had been talking about.
- Kate reminded the board that the goals in prior years were on their agenda.
- Lisa said that one of the best things our department does is share information with the Board, and it was awesome to look back and learn from all the information that was sent. That’s great because the education part was a huge piece of the education of the Board.
- Ian asked for clarification on what the point was for the conversation around the goals.
- Kate said that this is the introduction conversation. The existing goals were set in 2020 and we moved them to 2021, and really this was just the start of the conversation about the goals.
- Pat asked how people feel about the goals, and have we achieved them?

- Patty said we are doing a better job of getting information to the board, and there is more work to be done, but we have done good stuff.
- Lisa C. said that we have done a really good job at building new relationships with the Commissions/Community Council – example was using the vitality checklist. She said her biggest issue was recruitment and we are limited.
- Kate noted that as she looked back over the last two years a lot of good things that have been done. Progress has been made on all the goals.
- Ian said that agencies are offering a huge amount of money, are having trouble getting people to show up. He said that volunteer recruitment will continue to be an issue.
- Pat said that she was curious if the board members had attended the Commission/Council meetings, she asked if that was happening. Patty said that yes, we have been attending meetings.
- Kate said that it's a lot easier via Zoom, and maybe we need to have some work done around expectations of Board members at these meetings.
- Meghan said she would connect with Pat about getting her to attend a meeting.
- Ian commended on the idea of the goal, having a debrief for a community look like? What are the lessons learned about partnerships, streamlining of process, uses of technology?
- Kate said that this is exactly what we might use part of the upcoming MYSS event that is happening in the Spring.
- Khaki pointed out that the next meeting is on the Feb. 28, 2022, at 5:00 pm.

Meeting was called at 6:38 PM.

Submitted by Kate Shanks-Booth



Youth Services Advisory Board Meeting
SPECIAL February Meeting Minutes
Feb. 2, 2022 from 5:30 PM to 6:00 PM

Members in Attendance: Marnie Kirchgessner, Patty Van de Bogart, Lisa Campbell, Ian Schachner, Khaki Wunderlich, Randy Smith, Jen Dean, Pat Buechel, Lisa Monroe, Tamer Elshourbagy, and Leonardo Vargas-Mendez

Members not in Attendance: Randy Brown

Staff: Kate Shanks-Booth, Theresa Albert, Meghan Lyons, Bridgette Nugent

Welcome – Meeting called at 5:30 PM

Update: The 2022 RHY Resource Allocation Committee Process

- Patty said that the Youth Service’s Department received two bids for the 2022 RHY RFP: (1) The Learning Web and (2) Family and Children’s.
- Patty said that Learning Web had a good application with positives, but Patty said the decision was that Family and Children’s would be the better choice now.
- She added that the RAC did go back to each of the bidders to ask several follow up questions, and before the final decision was reached.
- Patty said that not only did they have the RHY experience with this population, they also provide the mental health services. That was a huge factor in the decision-making process.

Discussion: The 2022 RHY Resource Allocation Committee Recommendation

- Patty said that the RAC is recommending that the Youth Services Board fund Family and Children’s of Ithaca’s Open Doors Program, per their bid for the 2022 RHY RFP.

Action Item: Full Board voted to approve the Resource Allocation Committee Recommendation

- Marnie moved to accept the RAC’s Recommendation.
- Ian asked if we could hold off on that, wasn’t sure if we wanted to just right in or have discussion. Patty said moving then discussion is the protocol.
- Khaki said that Patty was correct due to Robert’s rules.
- Theresa said we need a second for the motion before we can have the discussion.
- Lisa Monroe seconded the motion.
- Patty asked if there were any additional comments and questions.
- Marnie said she thought the write-up provided was clear, succinct, and fact based.
- Randy S. said that it was very clear, and he understood why the RAC was making the decision they did.
- Patty put it to a vote: It passed unanimously.
- Kate said that because this counts as a “new contract” the decision will go before the Health and Human Services Committed on Feb. 16, 2022 for informational purpose, and then it can be moved upon. She said that she would let purchasing know, and they would send out the winner and regret to inform you letters.

- Kate said that lately, they would begin the process of working with OCFS to get Open Door's licensed and up and operational ASAP.
- Pat asked when Kate expected to see Open Doors up and running, she said more than likely April 2022.
- Marnie had asked if there will be any overlap with YHDP grant? Kate said that one of the great things about the Open Door's application, was that F&C is planning to hire some youth from the YHDP Youth Advisory Board to help advocate, advertise, and recommend changes to the RHY programming. Kate said that Mike Ellis who runs the Open Doors program has been a part of the YDHP Core Team and the two programs will interface nicely.

Adjourn & Next Meeting

- Kate said the next meeting was on the Feb 28, 2022 and not Feb 21, 2022. Had to make that correction because it was wrong on the agenda.

Meeting called at 6:37 pm.



Youth Services Advisory Board Meeting
February Meeting Minutes
Feb. 28, 2022 from 5:00 PM to 6:30 PM

Members in Attendance: Marnie Kirchgessner, Patty Van de Bogart, Lisa Campbell, Ian Schachner, Khaki Wunderlich, Jen Dean, Pat Buechel, Lisa Monroe, and Randy Brown

Members not in Attendance: Leonardo Vargas-Mendez, Randy Smith, and Tamer Elshourbagy

Staff: Kate Shanks-Booth

Welcome – Meeting called at 5:00 PM

- Randy Brown – Appointed Leg. Liaison was in attendance for his first meeting.

Things to be Voted on:

- Jan 2022 Meeting Minutes – no quorum so could not vote.

Director's Report:

- Kate said that one of the things that the Youth Commissions/Community Councils are asked to do is a needs assessment to determine the needs of their community. Kate said that the Determent is working on a streamlined approach to ask the same base questions across the system, but also allowing the survey to be customized for each community.
- Kate said the Community Needs Assessments are currently under review and one of the ways they are incorporating youth voice into the process is PHOTOVOICE. This is a project that gives local youth a camera and they can take pictures that represent the needs of their community through their eyes.
- Kate said there are several things that can be done with the photos that the youth take, and she walked them through those options.
- Kate reminded the youth board that they're on trainings are on the website, most recently the Bully Prevention Workshop that was done.

Discussion: Update on Request for Proposals 2023

- Patty said that we have the 2023 RFP together, and the dates associated with the timeline will be set by the Tompkins County Purchasing process.
- Kate said that it is under final review and will then need to be posted live for 30 days. Once that is done and the bids come in, we can move into the Resource Allocation Process.
- Kate said she would be happy to send a copy of the timeline to the Board, but not the entire RFP unless they wished to see it. She said they could contact her, and she would have Theresa send that out upon request.
- Patty said she wanted to have a vote on the RFP, but she was curious if there was any conversation around it.
- Khaki said we didn't have quorum and she didn't think we needed a vote.
- Kate said no we didn't need an official vote, but rather the general blessing of the Board members present in the meeting to move forward would be nice to have.
- Kate said that while it didn't have an official vote, it was important that the board had been part of the process to review and make any changes that they felt needed to be reflected in the new RFP. That had been the case, so she was just really looking for consensus that it was ok to move forward.

- Kate did say that they are looking for board members to serve on the Resource Allocation Committee (RAC). She said it is a great way to get a much deeper understanding of the funding streams and what the money is going towards.
- Kate also said that they would be looking for a couple community members to join the RAC, and if the membership had any recommendations. She suggested that they let her, or Theresa know.
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Discussion: 2022 Youth Services Adviosry Board Goals

- Patty asked if everyone had a chance to look at the 2020/2021 Youth Board Goals.
- She mentioned that the goals came from the Board Retreat in 2020, which were created a month before COVID19 hit.
- She was curious if people thought we should work on them
- Ian said that we should keep them, the board put a lot of thought into the creation of those goals. Instead of coming up with new ones, we should go deeper.
- He said that since the last board meeting he had visited the DRYC and enjoyed getting to know what was going on at the Dryden Youth Commission.
- Ian also wanted to pitch the involvement in the RAC, he said that he has enjoyed the discussion, and to review and learn how the money should be spent, and what additional information is needed from bidders.
- Khaki supported what Ian said, but asked if we have achieved our goals. Khaki said we should keep them and find different strategies to work towards the goals.
- Khaki would like us to see if we can review the by-laws, and the main issue is being the quorum. She said that there is no recourse to make the municipalities have representations.
- Lisa Monroe responded to Khaki and said yes, it is annoying. She said the same thing happens with COFA advisory board, and Cathy Covert said it was more than just the Leg. it involves changing local laws. It involves the charter, and that is more complex than just talking to the
- Khaki said that is not the case with all boards, and she wants to have a conversation about it. The County will be looking at the Charter around the merger of Mental and Health Department, it might be a great time to have that conversation.
- Randy Brown said he supports that change.
- Kate said that it would probably start at the Health and Human Services Committee (HHS). Lisa M. said she would also check with Cathy Covert.
- Marnie asked if Randy was on the HHS, and he said yes.
- Lisa said that maybe we could review the by-laws at the next meeting, it makes sense because we are having the new member orientation.
- Khaki said that she had just reviewed the charter and there was nothing about quorum in there. Lisa M. and Kate, said they didn't think that the law was in the youth services charter, but the one that was the next level up.
- Pat said that when she was on the DWI, and they did they're by-laws it was a lot of work and it was a huge amount of work. She also said that if we are going to keep the goals, lets write them down, given them dates, and work on getting them done. She also noted that she set in on the Lansing Youth Commission she was very surprised that they are doing a fundraiser, she was confused how that happened, but enjoyed the conversation.
- Kate noted that it is CCE who does the fundraising, as a 501c3 and that is how that happened. Other commissions, such as Trumansburg also do it.
- Khaki said she wasn't sure what we are saying we are going to do, and she would like to see us look at what we have done, and what would need to happen in order reach those goals, if they feel they have not done so.

- Kate said that she had just read a book called “Measure What Matters” by John Doer. This premise is that you break things down into quarter goals, and then touch base over the course of the year on the progress, and not just check-in at the end of the year.
- Pat asked if that would be a good retreat topic? Both Patty and Kate said, yes.
- Khaki said that she would like us to have some agreed upon language to move forward with this progress.
- Patty asked if we should have everyone come prepared to talk about this. But she said that she didn’t know if we were going to be able to do that in person.
- Marnie asked where the vacancies are on the Board, and Kate said that she could get that for the board.
- Lisa suggested that we take the goals, those who have been a part of them, and prior to the next meeting reflect and give feedback prior to next meeting so we have something to work with. Patty said that was a great idea.
- Khaki said a structure for a series of conversation, and what we are looking for out of those conversations.
- She added, what have we done under those goals, and then we can find the gaps.
- Randy B. said he likes the conversation but with companies that he is all about writing down action and not just ideas, which means we are help accountable. We must know where we want to end up, before we can know where we want to go.
- Randy B. also said that he was working to figure out how to better support youth on all the committees in the Leg. He feels a lot of kids are falling through the cracks.
- Marnie said we aren’t through the pandemic, and we have accomplished a lot. She said there are needs that will come from the pandemic, and let’s not get to crazy about if we met our goals from two years ago. She said there was so much to be proud of and she wants to have us come from a positive place.
- Patty asked if we wanted to talk about the retreat, and she said she didn’t think we were ready to have that conversations.
- Patty said that next month is the New Membership Orientation and she would like everyone to come. Kate also said that it would be great if everyone could come.

New Old Business:

- Nothing to report

Adjourn & Next Meeting:

- Next Meeting is March 28th, 2022 at 5:00 pm.

Meeting called at 6:05

Respectfully Submitted by Kate Shanks-Booth



Youth Services Advisory Board Meeting
March Meeting Minutes
March 28, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Marnie Kirchgessner, Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Pat Buechel, Lisa Monroe, Mike Allinger, and Kate Kelley-Mackenzie

Members not in Attendance: Leonardo Vargas-Mendez, Tamer Elshourbagy, Randy Brown, Jen Dean Lisa Campbell, and Randy Smith.

Staff: Kate Shanks-Booth, and Meghan Guerra Lyons

Welcome – The meeting started at 5:30 PM

- Patty Welcomed Everyone:
 - Mike Allinger is a new board member from Newfield.
 - Kate Kelley-Mackenzie is from Caroline.
 - Kristen Wells is here as a guest

Items to be voted on:

- Did not have a quorum so we couldn't vote on the minutes.

Director's Report:

- Lisa Holmes has been officially being appointed Tompkins County Administrator
- Free Ryde – March 24th passed the full board of TCAT to begin May 29th. Kate has a meeting with the Superintends of schools on April 1st and will happen to figure out how to roll out the program this summer.
 - Marnie asked if TCAT was going to take the lead on getting information to parents, and Kate said yes. They plan on taking buses out to local schools and other youth-serving organizations and telling them all about the program. As well as information and awareness campaigns will be happening before the schools reopen in the fall of 2022.
- OCFS is trying to decide if they want to change the calendar year from January to December, from September to October. This is very problematic for contracts and reporting, and we will be notified if the change is going to happen soon.
- Lisa said that the Sept. to October was the Federal year and asked if the money was coming down from the feds. Kate said no, but that she felt there was more to the story than what was being said. Lisa said that if Theresa needs help, her department has many different calendar years and they would be happy to help.
- Erie and Tompkins Counties went to NYS Assembly to ask for funds to address childcare needs. Part of this request was data used by the CDC, and Kate has given Bridgette the go-ahead to work with the CDC staff to create a survey that is administered over time in a way that provides consistency and validity to the data. She will keep the Board updated on that.
- Kate also noted that there were 2 applicants for the NYS Gov's Youth Council. Patty, Ian, and Pat said they would like to be judges. Kate said she would forward the applications and let them rank them.
- Kate reported that the CCHY Golf Tournament, along with Friends of Newman Golf Course, would be happening in June again this year. Khaki asked what the purpose was, and what is the money used for. Kate provided a brief history of the CCHY and what the funds have gone for historically.

- Kate did provide an update from Mike Ellis on Open Doors and the hiring process and has suggested that due to difficulties in the labor market F&C will need to post all job openings now and try to fill them in the order of interest and availability of staff, which might be out of order from what they originally would have done.
- Kate asked Meghan to provide an update on the Community Needs Assessments. Meghan spoke about the adult Survey, and how that was tailored by each planning body. She mentioned the use of Photovoice by all the RYS coordinators, and that additional focus groups will help each municipality to garner more youth input into the process.
 - Meghan was asked by Ian if the survey was digging into the content of the youth's consumption of social media.
 - Pat did ask if the survey questions were so different that we wouldn't be able to see trends around the county. Both Kate and Meghan assured her that while there are small differences in questions, they are very similar and will not be comparing apples to oranges.

Discussion: Review of 2022 Board Goals Survey Results

- Patty went through each of the Youth Board Goals, recapped the responses that were provided to the survey, and asked board members in this meeting to comment.
- There were five responses to the survey in total.
- It seems that the action step of bringing in funded agencies was a favored way to inform the board of what is happening in the County.
- Another idea was to standardize a sheet that board members could take at the monthly MYSS Commission/Council meetings, and thus they would feel more comfortable reporting back. Also, the idea of having members of the MYSS Commissions/Councils come in and talk to the Youth Advisory Board.
- Meghan provided an update on the Facebook group that she has started to help the Commissions/Councils connect. Khaki asked if the intent was to be a private membership where they would have honest conversations. Meghan said that because it was a County lead page, she had to monitor it. The idea was that if a Board member does join it, they need to make sure that they can be active.

Discussion: Review of By-Laws

- Each Board member was sent a copy of an email that Lisa Monroe received from Cathy Covert a few years ago regarding quorum.
- Patty read through that and explained why this is such a huge issue for us, and every other Advisory board in the county.
- Khaki said she got another answer, a week prior that was concerning that question. Lisa asked her what she was told?
- Holly Mosher – said that the definition of quorum was fine, as it. The key is to be consistent in how the board determines and defines it.
- Lisa M. asked Kate to follow up with that email and show Holly because it seems like there is some confusion. Kate asked Khaki to send the email to her, so she could follow up and make sure that there was no misunderstanding.
- Lisa said that they think that Lisa said, was that we needed to look at the number of people on the board. Khaki said that the number of members is not set by anyone but the board.
- Again, Kate said she would follow up and see what she could find.

New Membership Board Orientation

- Patty and Kate walked the new Board members through the PowerPoint Slides provided in Advance for orientation.
- Patty took the Board Section

- Kate took the Dept. Section

Adjourn Next meeting:

- April 25, 2022, at 5:00 PM via Zoom

The meeting was called at 5:37 PM

Respectfully submitted by Kate Shanks-Booth



Youth Services Advisory Board Meeting
April Meeting Minutes
April 25, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Jen Dean, Lisa Campbell, Faith Emery, and Tamer Elshourbagy

Members not in Attendance: Leonardo Vargas-Mendez, Randy Brown, Marnie Kirchgessner, Kate Kelley-Mackenzie, Mike Allinger, Lisa Monroe, and Pat Buechel,

Welcome – The meeting started at 5:30 PM

- Patty Welcomed Everyone:

Items to be voted on:

- Did not have a quorum so we couldn't vote on the minutes.

Director's Report:

- Kate welcome Faith Emery to the meeting, she is visiting this meeting to determine if she might like to join as an At-Large member. She is currently in the running the for the Tompkins County Rep for the Gov Youth Council. She is also an intern at Assemblywomen Anna Kelles's Office.
- Kate reported that the County will be changing its policy regarding Rollover during the 2023 Budget process to remove it from existence. The Rollover process is not something that falls within the favorable side of our County's auditing teams, and thus the reason behind this proposed change. It will be moved on officially during the first or second Legislature meeting in May.
- Kate also reported that County Administrator will be having the budget retreat in 2023 and in that presentation, she will go over the economic drivers for her budget proposal, and the Leg. will vote on that.
- The YHDP Core Group has release the CCP, and that can be found online. Their RFP is out and due on 5/13/22. Faith did ask if someone wanted a copy of that plan, how they might get it. Kate said she would be happy to forward the link to her and anyone else who would want it.
- Kate did report the HSC's Nichole LaFave did not understand the difference between TCYSD and DSS, and thus did not list TCYSD as a supporting parting in parts of the report. Kate said she has reached out to Nichole and has asked her to make that correction, as the Department has been a huge supporter and part of the process since the beginning.
- Kate said that the Snapshot was out, and that there is a link to the surveys for the different geographical areas of the MYSS programs that the families may use.
- Kate said that the 1st RHY meeting – she met Olan Mack and Mike Ellis said that the program will be up and running by June 1st.
- Kate did highlight the training that is happening on May 18th. Khaki asked what we are doing to accommodate Jeff's speech issues. Kate said that was a great question and would be getting back to her shortly about the planning that was taking place.

Presentation: Funded Agency Update

- Theresa Albert was not able to attend this meeting due to a family issue. She will present her presentation next month

Discussion: RFP/Resource Allocation Committee

- The RFP is due 5/13/22. Theresa will need one week to put together the packets, and it will be like three weeks, and three or four 1-hour meetings each.
- Ian said he would serve on the RAC
- Khaki said that would do it, but she couldn't say 100% until we got closer

Discussion: Executive Order for Online Meeting & Future Meeting Structure

- It has been extended through May 15th.
- Patty said that she was talking about having every 3rd meeting to be a voting meeting.
- Ian asked who made the final determination, because it seems so odd that we always want better representation and turn out from folks, but we have some challenges that won't go away with Covid19. He said it was a missed opportunity on a larger level.
- Kate that it was ultimately the County interpretation and that this is something that the Legislature will vote on and set the rules on.
- Lisa Campbell suggested that we send out a survey to the full board and see if there are conflicts that we can help by changing the meetings.
- Khaki said that she would also challenges us to think about the bring the people to the meeting, how to we engage membership in coming to the meetings.
- Lisa Campbell said that she really enjoyed hearing from Faith Emery.

Adjourn Next meeting:

- May 23, 2022, at 5:00 PM via Zoom

The meeting was called at 6:00 PM

Respectfully submitted by Kate Shanks-Booth



Youth Services Advisory Board Meeting
May Meeting Minutes
May 23, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Marnie Kirchgessner Lisa Monroe, and Pat Buechel

Members not in Attendance: Leonardo Vargas-Mendez, Randy Brown, Kate Kelley-Mackenzie, Mike Allinger, Jen Dean Tamer Elshourbagy, Lisa Campbell, and Faith Emery

Welcome – The meeting started at 5:30 PM

- Patty Welcomed Everyone:

Items to be voted on:

- Did not have a quorum so we couldn't vote on the minutes.

Director's Report:

- Kate reported that the budget launch happened last Friday. Lisa H. recapped her budget presentation from the Leg. Retreat that happened a few weeks ago. She said that the budget includes a 3% increase for those agencies that hold direct contracts with the County, and that the tax increase was adopted at 1.88%.
- Kate said that all County Budgets are due to County Administration July 1st, and date is consistent with past due dates for the budgets.
- Kate reported that Amie Hendrix will be leaving her post as Deputy County Administrator and will be going to Geneva, NY as their new City Manager, effective June 15, 2022.
- Kate noted that the RFP for 2023 funding close last Friday at 3 pm. She said that there were no new bidders, but we had received bids from those who we have previously funded. Kate did note that sadly we did not receive a bid from the Child Development Council.
- Marnie did inquire if that was the TP3 Program, and asked if there was anything that we could do? Kate said that we were not able to make an exception at this point, as the County is now in charge of the bid process and they set the deadlines, without exception.
- Kate noted that Theresa has started working on the Resource Allocation Packets and would be sending emails out to those members who had volunteered to be apart of that process.
- Theresa said it was disappointing that we didn't get any new applications, but she would start reaching out to people this week to form the RAC.
- Khaki then asked for an update on the Family and Children's RHY bid. Kate said that F&CS did not submit a bid by the deadline. However, because the dept had set aside \$153,000 for RHY funding specifically in the 2022 budget, and because no other bidder submitted a bid to operate an RHY program w/ a Host Home model included, we were able to issue a second RHY RFP for the \$153,000 that is due back June 17th.
- Kate also noted that Unbroken Promise Initiative, the non-profit that works with youth of color over on West Hill, tired to upload their bid three minutes before 3 pm and they were locked out of the system. Thus, we were not able to accept their bid either.
- Lisa Monroe asked if we can reallocate any of those funds to something else? She said she was saying that when they have additional funds, they can do an addendum to the contract and then can adjust the budget?

- Theresa said we cannot reallocate this year because this is an RFP for a new cycle of funding, so we don't have an ongoing contract with them to adjust. Theresa said that TP3 is funded for 2022, but this for 2023.
- Ian asked why is this so hard deadline? Kate said it is not our choice and that that we are forced to use the new bidding process. Khaki said that even the County can't just make new rules for an RFP that closes, they would likely get sued. Theresa said in the past we have had the ability to do our own RFP, but now all County Dept. must use this new process.
- Ian asked how we feel about that new process? He asked, "Is the first year a good time to make sure the impact isn't negative?" Kate said that the County is now making these rules, and that as much as she wished should could have changed it or tell the board that there was a good reason that it was not submitted, that is just not the case.
- Khaki said that bids are set up to protect everyone, and there is no way to change it.
- Marnie asked even if that means a negative impact on the County youth? Khaki said that it was not the bid process that was the issue. People just did not submit it on time. Lisa M. asked if they were getting funding from another source and that is why they did not submit it? Kate said nope, they just missed it.
- Training on May 18th was done on Inclusion and Accessibility. Khaki added that it was a very good training, and she wished there was a way to push it out and make it available to others who did not attend. Kate said that she thought that was something that the Department could do.
- Ian asked regarding agency funding, and the 3% increase to the whole budget. "Is crazy to ask if we asked that the staff salary of these agencies get a larger increase than just 3%?" Kate said she agreed with Ian and thinks that there needs to be more than 3% increase but doesn't have the data around her to make a recommendation at this point on what that needs to be.
- Marnie said that she agreed with Ian, but the thing that has been kicking up salary is the increase in minimum wage. Marnie said that tides is raising some boats, but not everyone.
- Lisa M. spoke of a historical program that did a direct care worker increase for the NGOs that do homecare, some folks still do this, but not many people still do it because of the paperwork associated with it.

Presentation: Funded Agency Update

- Theresa Albert gave her report on agencies. She said that the overview has passed from Bridgette to her, and she started this year by doing a monitoring with each of them to help relationship building. She did this with all 8 programs.
- TP3 has a new ED this year.
- CCE has an interim ED, but she is on her way out and they are looking for a new one who will be there for 2 years. There has also been a great deal of staff turnover. In the past we have discussed the fiscal issues with CCE, and they have now started a new fiscal system that will improve their financial response times to their community partners and staff.
- Learning Web has a new ED, Olan Mack. They are having a large amount of staff turn over and since March have had 2 staff leave. Ian asked why? Theresa said in the past it has been personality conflict, and the salary is not the highest. She said that sadly they get young people and they are a stepping stone for many, and recently lost a long-time staff person. So, they are going through many different types of struggles right now.
- IYB has had no staff turnover, and they have added new people. The numbers are starting to come back from Covid, getting up and running and getting ready for summer.

- Every program was thinking that they would keep some hybrid model in some form or fashion, it did help with some families. However, not all and they were going to be working to figure out how to maximize that as an option moving forward.
- She said that there were no big issues with any one program, and everyone is moving back into in-person.
- Kate said that the feedback from the agencies has been very positive and they felt very supported by Theresa, and she wanted to make sure the Board knew that.

Presentation: MYSS/YSB Roles & Responsibilities for Meetings

- Lots of things are going on in the Commissions, needs assessments, equitable data, collection of data from different means, Photovoice. And we wanted to make sure that board members are part of that.
- The purpose and the membership are copies from the roles and responsibilities of the By-Laws.
- Khaki asked if she was appropriately an At-Large member? Kate said she was fine.
- When a board member attends a meeting, Meghan just asked first and foremost that people learn and then bring those things back to the youth services advisory board. And then vice versa.
- Meghan asked that if a board member would like to go to a meeting, please contact the dept. liaison for that specific committee.
- She asked that the reports are kept high level, mostly report back to the board.
- Khaki if we were changing the request to board members? Meghan said no, we are just trying to keep things relevant.
- Kate said that she asked Meghan to investigate this to create and experience on both ends that is meaningful, especially for new board members. Kate asked pat if there was anything specific she would have found helpful prior to her process/experience at Lansing? In turn we will be able to do that at our meetings with the Commissions join us.
- Khaki said that she would suggest that board members ask Commissions if there is anything that they wanted to be relayed back to the larger youth board?
- Pat said that she enjoyed the meeting for the most part, but she would have like to have had more information about what was going on before she went.
- Marnie said that the Town Supervisor of Danby expects her to go, so she does what she needs to do to make sure the needs of the youth are being taken care of.
- Ian said it was a helpful form where can be asses it? Meghan said she will email it out.

Discussion: Executive Order for Online Meeting & Future Meeting Structure

- Kate said last Leg meeting, and there is a local law being adopted that will allow for a hybrid model. It is still under review, but nothing has been decided. Kate noted that several local MYSS governing bodies have asked what the County is going go to be doing that they will follow that guidance. Kate said she has reached out to the County Attorney and has not yet heard back, she assumes that is because his response would fall under the larger interpretation and adoption of this local law.
- Kate said that she isn't sure if we would have to do an in-person meeting at the end of June. This is an important meeting because we vote on the Department's Budget.

Adjourn Next meeting:

- June 27, 2022, at 5:00 PM (not sure if this will be in-person or on ZOOM)

The meeting was called at 6:08 PM

Respectfully submitted by Kate Shanks-Booth



Youth Services Advisory Board Meeting
June Meeting Minutes
June 27, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Marnie Kirchgessner Lisa Monroe, Pat Buechel, Randy Brown, Jen Dean, Lisa Campbell, and Mike Allinger

Members not in Attendance: Leonardo Vargas-Mendez, Kate Kelley-Mackenzie, Tamer Elshourbagy, and Faith Emery

Welcome – The meeting started at 5:30 PM

- Patty Welcomed Everyone:
- Mike Jordan – was visiting he is the new Rec Director in Newfield, NY. He will be the primary person for the Youth Advisory Board and the Rec Partnership.

Items to be voted on:

- Did not have a quorum so we couldn't vote on the minutes.

2023 Resource Allocation Recommendations

- Theresa thanked the Resource Allocation Committee for the time and effort they put into the meetings.
- She noted it was an Open Cycle, meaning any 501c3 in Tompkins County was able to apply. She said it was disappointing that there were no applicants. She reminded the Board that we had to go through the County's Bidnet Procurement System for this process.
- Theresa said there 7 applications and 1 application for the RHY RFP.
- Theresa highlighted the RAC's recommended funding allocations for agencies that applied.
- Marnie complimented Theresa on the format of the process; Khaki jumped also said that Theresa did a wonderful job.
- Theresa reported out on the MYSS funding breakouts with the Target budget, they noted that don't go through an RFP process like agencies. She also reminded the board that many years ago they made a decision that State Aid would be passed on to the smaller municipalities. Finally, she added that RYS Coordinator's budget also flows thought our budget.
- Kate walked the board through the department budget, laying out the changes that will occur without our department's staffing structure, and then how any leftover funds would be utilized. The Board was very supportive of the changes Kate outlined and was glad to see a plan of substantiality is being created.
- Theresa then went on to walk the board through the RAC recommended Over Target Requests (OTRs) that were put into the 2023 budget.
 - #1 Ranking OTR MYSS - \$55,047 – it recovers the 12% cut in 2020 plus and additional amount - as the costs have continued to go up. It helps offset the huge gaps that will be created in the municipal RYS budget if this is not passed.
 - #2 Ranking OTR Agencies – \$30,224 – this is the difference between the amount of funds that were requested in the 2023 RFP bids and those funds that we had allocated in the 2023 Target Budget.
- Marnie spoke to the importance of the funds being included in the MYSS OTR. She said, "This is a huge asset for the municipalities." Rand Brown said, "He though this program was a huge asset and really would advocate to help this pass."

- All these Recommendations passed unanimously with all the board members who were at the meeting.
- Agency:
 - Moved: Ian
 - Second: Patty
 - Passed: Unanimously
- MYSS:
 - Moved: Ian S.
 - Second: Patty V.
 - Passed: Unanimously
- Department
 - Moved: Khaki W.
 - Second: Marnie K.
 - Passed: Unanimously
- OTR Approval for Putting forward and Rankings:
 - Moved: Pat B.
 - Second: Lisa C.
 - Passed: Unanimously

Director's Report

- Department Budgets are due to County Administration are due by July 1, 2023.
- July 20, 2022, is when the Dept meets with County Admin to go over our submitted 2023 budget.
- Rec Partnership has their meeting tomorrow night, and they have placed an OTR for an MOE budget in 2023.
- Lots of shifts in dept. staffing, with Meghan and Bridgette both leaving our department for other local opportunities.
- Resource Allocation has been meeting for the last few weeks to determine what the recommendations would be in the 2023 dept. budget.
- Newfield has determined that they would like to go forward to setting up with a Rural Youth Services Program out there. Lisa C. and Patty said that is super exciting, and it's a huge deal for us.
- Commissions/Community Council are working on their 2023 budgets.
- Supporting Transgender Training is coming up, and 45 folks are registered.
- Kate also mentioned that there had been a meeting with Heather Murphy and Theresa to talk about getting a special needs/accessibility and hands on tips to assist youth workers.

New/Old Business

- Khaki wanted to know if we were going to have the July meeting or August meeting this summer?
- Lisa C. said that skipping July would work better for her.
- Pat B. and Marnie K. said that skipping July would be great.
- Decision was to skip July and meet in August.
- The board was very upset that there is such a huge issue getting a quorum, and this is not something that we have much power over.

Adjourn Next meeting:

- August 29, 2022, at 5:00 PM (not sure if this will be in-person or on ZOOM).

The meeting was called at 6:23 PM

Respectfully submitted by Kate Shanks-Booth



Youth Services Advisory Board Meeting
August Meeting Minutes
August 29, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Marnie Kirchgessner Lisa Monroe, Pat Buechel, Randy Brown, Jen Dean, Lisa Campbell, and Kate Kelley-Mackenzie.

Members not in Attendance: Leonardo Vargas-Mendez, Mike Jordan, and Faith Emery

Welcome - Meeting was called to order at 5:30 pm

- Patty welcomed everyone to the meeting and had us go around and introduce ourselves.
- Patty announced that Theresa Albert is the new Deputy Director of Youth Services.

Items to be voted on:

- Did not have a quorum so we couldn't vote on the minutes.

Director's Report & Budget Updates

- Kate reported that the two OTR that the Dept submitted into the 2023 Budget County Admin's Recommended budget. The Rec Partnership was also included in the County Admin Budget.
- Kate also reported that the Dept. is working with the members of the MYSS to determine what type of asks will be made of the local municipalities to make up the difference in their individual budgets.
- Legislator Brown reached out to Lisa, and Kate thanked him for his support. Gave him an opportunity to speak, and Kate said thanks again to Randy Brown.
- Sept 23rd is when the Budget Presentation for the Dept.
- Legislature also agreed to move on the security recommendations for the HSB. Nothing has come to fruition yet; the County Administrator is working on that. Mental Health is also working on Security issues on their building.
- Randy Brown said that facility did a review, and there are camera updates that are happening. In addition, they are cutting down bushes, and improving lightings.
- YHDP update: Village of Ithaca and Learning Web were selected to use this funding for projects.
- Kate said the Dept is also working with Open Doors to use the budget they were given, since they have, no been allowed to open the Host Home portion of their program yet. Since we no longer have Roll Over, it is important to make sure that money is spent by the end of the year. Kate also provided an update on the RHYP planning that is happening for November, which is RHYP month.
- Coordinator for Community Youth Services – position was offered to Rick Alvord, who is currently with the Learning Web. He will start of Sept 19th.
- Kate reported that CSEC 101 was hosted at the TCPL with the Advocacy Center and for both days there was between 20-25 persons at each day.
- Ramona Cornell is retiring from Urban this year. Kate said that we did increase their allocation via our RAC process, and the Dept reached out to make sure things would still be on track, and they will be.
- Meg Cole has been named Interim ED for CCE, and Kate will connect with her to see how they can best work together.
- Marnie said that our Dept has been working with only 50% staff and wanted to say thank you. She did ask about filling Theresa's Admin position. Kate said that they want to get Rick

onboarded and be able to have a longer discussion about what roles/responsibility that new person will need to do before hiring. Also, Kate said that the position is included in the 2023 budget, so we will not lose it, and it will be filled by within the year.

Discussion: Future Board Meeting Dates/Times

- Patty reviewed the draft 2023 schedule that was sent out and went over the ideas that she and Kate talked about.
- Patty also touched on the Exec Order that is allowing people to meet via Zoom for meetings. Kate did say that there was some conversation about online meetings, but that it will be determined by the County Attorney.
- Kate did follow up on the survey results taken by the board, which said Monday was a good night, the last Monday of the month seems to be best. In addition, there was no real desire to change the time of the monthly meeting.
- Khaki asked that the November meeting be held on the 27th to avoid Thanksgiving. There was also given to Jewish holidays in Sept.
- Pat asked if we know what the reason is that people are not coming. Kate said that it was not a time/date, but just we cannot get the seats filled by municipalities.
- Kate said that she had reached out to Cayuga Heights to see what they could get done.
- Randy said that Mike Jordan has evening programs, so that is why he may not be here. Mike asked what the age groups could do it, and Kate said you have to be 16 years or older.
- Kate did ask if they wanted to do meetings online, and then a quarterly in-person meeting.
- Kate also said that maybe doing working meetings instead of having an actual Saturday morning retreat.
- Pat said she was really disheartened that there has been no quorum and Kate said that she understood, was really sorry, and appreciated that fact that those who keep coming do so.
- Lisa C. said that this was her last year, she was going to try to do some outreach to see if she can get the word out for some folks who are a good fit.
- Patty said she appreciated that and asked everyone to reach out. Randy asked if we could provide a list of the open seats to them? Kate said yes and was happy to do so.
- Lisa M. said that there was some good public information out from County Communications, and maybe that would be helpful to share again.
- Pat asked if Kate would have enough time, and Kate said yes, she felt like she could streamline the process and it could be accommodated.

New/Old Business

- There was no new/old business to talk about.

Adjourn Next meeting:

- September 2022, at 5:00 PM (not sure if this will be in-person or on ZOOM).

The meeting was called at 6:10 PM

Respectfully submitted by Kate Shanks-Booth

Youth Services Advisory Board Meeting
October Meeting Minutes
October 24, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Marnie Kirchgessner Lisa Monroe, Pat Buechel, Randy Brown, Kate Kelley-Mackenzie, Mike Jordan, and Lisa Campbell.

Members not in Attendance: Leonardo Vargas-Mendez Jen Dean,

Staff: Rick Alvord, Kate Shanks-Booth, and Theresa Albert

Welcome - Meeting was called to order at 5:30 pm

- Patty welcomed everyone to the meeting and had us go around and introduce themselves to Rick Alvord. This was his first Youth Advisory Board Meeting since he came to work for the Dept.

Items to be voted on:

- The meeting January 2022 August Meeting Minutes
- Moved by Ian Schachner
- Seconded by Pat Buechel
- Passed: Unanimously

Director's Report

- Budget Presentation was done in September, and there was no question from the Legislature. Both of the Dept. OTRs and the Rec Partnership OTR was also included. Legislator Brown also put in an OTR for us for \$40,000 to help us do some important work over the next year about mental health issues in youth, barriers to services, and do some resource mappings of what services are available at an agency, municipal, and county level.
- Kate mentioned that the Dept. has been having conversation with 211 about how to create a place online that will allow a parents could go search for what resources were available to them.
- Family and Children's certification for OCFS should be moving forward, we know we have two families that are willing to be Host Homes for RHY.
- Kate provided an update on YHDP for the Learning Web's 16 scatter house model. Kate also said that the Village at Ithaca plans to open Village House, stating there is currently a conversation around the need for an Operation Certificate from OCFS, because they intent to serve 14- to 24-year-old in the same location. A call has happened between the Village, HSC, and TCYSD around the need for that to happen, there is a difference of opinion on what the policy/regulations actually say. Kate also said that the Village House can operate for youth 18 years and older, they do not need to be certified for those above 18+.
- Rich Alvord has been to all of the youth commissions, with the exception of Lansing. Rick with be stepping in to the RHY Coordinator position for Tompkins County.
- Learning Web is going to going through their OCFS Audit – they look at property and at the case notes/client files.
- Theresa also updated that Romona Cornell will be retiring from Urban Outreach, and the other staff is leaving due to family health issues. The program is in flux, but they are looking to hire some new staff, and locations to host the program.

- 3rd quarter reports just came in, and Theresa said she would let the Board know if there were changes of note.
- The office will be closed for two days, as Kate, Theresa, and Rick go to the OFCS conference.
- Date also updated the Board that our state aid will be moving to an Oct 1 to Sept 30th calendar year.
- Theresa and Kate updated the Board on the MYSS Event, it looks like it is going to be held in early December.
- Kate stated that there is upcoming guidance from County Attorney on the ability for meetings to happen online, and what the changes to our by-laws will need to be made.

Discussion: 2023 Board Meeting & Schedule of Topics

- Patty reviewed the draft 2023 schedule that was sent out and went over the ideas that she and Kate talked about.
- Theresa shared her screen, and we showed the Board a draft of the 2023 Youth Advisory Board Schedule.
- Patty liked the idea of having community partners come to talk to us, funded agencies, and the community.
- Pat said she really liked this idea.
- Kate raised questions about the boy scouts/girl scouts/etc. were not on this list. Kate explained that the agencies that were on here are the funded agencies, but that bringing in outside speakers/agencies with different perspectives is a great idea and that can/and should be done.
- Randy Brown said that everyone knows that there is an issue, and each town is trying their best to address the youth of issues. He is very excited about the possibility of the OTR that he has put into the County Budget.
- Lisa Campbell suggested that Board members could do more reporting out on their community.

New/Old Business

- Faith Emery's application will be tabled at this point. Per Khaki's request Kate has agreed to reach out and talk to Faith to see why she has not been attending.
- Christian Ward – Is interested in joining the Board.

Adjourn Next meeting:

- November 28, 2022, at 5 pm.

The meeting was called at 6:03 PM

Respectfully submitted by Kate Shanks-Booth

Youth Services Advisory Board Meeting
November Meeting Minutes
November 28, 2022, from 5:00 PM to 6:30 PM

Members in Attendance: Patty Van de Bogart, Ian Schachner, Khaki Wunderlich, Marnie Kirchgessner Lisa Monroe, Pat Buechel, Randy Brown, Kate Kelley-Mackenzie, , Leonardo Vargas-Mendez, and Lisa Campbell.

Members not in Attendance: Jen Dean, Mike Jordan

Staff: Rick Alvord, Kate Shanks-Booth, and Theresa Albert

Welcome - Meeting was called to order at 5:05 pm

- Patty welcomed everyone to the meeting. There was a robust conversation about the Tompkins County Recovery Fund process, and where the applications for youth stood.
- Khaki did ask if we should be talking about a currently ongoing process, but Lisa Monroe said it was completely public and can be seen on YouTube.
- This was Lisa Campbell's last meeting with the Youth Advisory Board

Items to be voted on:

- The meeting November 2022 Meeting Minutes – No Quorum
- Slate of 2023 Officers - No Quorum

Director's Report

- QYDS – we are currently working on that and OCFS approval is still pending for our 2022 Resource Allocation Plan.
- The MYSS event is being postponed until the Spring of 2023, due to several set back in planning and staff capacity. All of the Councils and Commissions have been notified of this. Marie asked how we would find that, and Kate said there was money in our training budget that would allow for that.
- Theresa is wrapping up 2022 Budget year, and we have been working to made budget adjustments and ensure that money all gets claimed.
- CSEC 2023 Budget funding notification came. Marnie asked about the Community Dispute Center, and Kate said that she had not heard of it.
- RYS is spending down the sports funding we got from OCFS. Pete Angie has been hired as the New 4H Project Manager at CCE.
- Marnie did note that the feedback from the Town of Dandy about having a 40 hour a week RYS Manager has been really positive, and a huge difference in programing for the kids.
- We continue to work with MYSS Vitality Checklist in 2022 – looking at goals completed and setting 2023 goals.
- There was a good conversation about the data collection that will be used county-wide, Kate said that she would be talking about the calendar for the board soon.
- Kate did say that the department is looking and keeping a close eye on the Learning Web, lots of staff turnover and issues have with using funds.

Discussion: The 2023 Board Meeting Schedule

- Khaki opened the conversation about online meetings vs. in-person meetings.

- Patty put the conversation to the whole board for discussion, she noted that she liked in-person meetings
- Pat said that she likes online more, and Lisa M. said that the hybrid option is how they are doing it. She also noted that more people are able to participate. Ian said he was in favor of Hybrid, as well. He did mention that the staff would need to be considered, in the fact that they can't stay due to weather – they could be let the board know.
- There is a need to better facilitate a hybrid meeting. This is something that needs to be addressed, it is really hard to hear the other meeting.
- Khaki wants to make sure the June meeting is beefed up to engage the whole board.
- Randy wanted to make sure we have prepared questions for each presenter, and not just listen to the report. Khaki said she liked that idea of questions for each of the presenters.
- Marnie said that once this is done, we can send this calendar out to help them see the issues that they are missing.

New/Old Business

- Kate provided an update on County online meeting rules and the possible change to By-Laws
- No December 2022 Meeting

Adjourn Next meeting:

- January 31, 2023, at 5 pm.

The meeting was called at 6:04 PM

Respectfully submitted by Kate Shanks-Booth