

Tompkins County Youth Services Board

Minutes: January 29, 2018

Present: Bernice Yarosh, Kathy Servoss, Pete Angie, Barbara Sadovnic, Lisa Campbell, Patty Vandebogart

Excused: Ronny Hardaway

Staff: Amie Hendrix, Janice Johnson

Meeting called to order @ 5:08 PM, Kathy welcomed the board members.

No updates from members

Minutes: Patty moved the December minutes as written, Pete seconded, approved

Municipal Updates: Janice

- Requested the use of \$3,700 for Danby to maintain a ¾ time program manager for 2018. The increased time will help Danby pilot services to West Danby an area that has been underserved for years. The Town of Danby has moved unused 2017 money into 2018 to provide the needed match. The Danby staff person has already made connections with the Newfield School District and has found a location in West Danby to hold programs.
Kathy moved to allow Danby the full amount of \$3,700 with Theresa and Amie to work out the transfer, Patty seconded, passes
- Janice said she wants to develop a proposal for use of County Youth Service Funds not used by municipalities in the calendar year. She has some ideas such as other municipalities writing grants to use the funds, youth mini-grant, etc.
- The MYSS Point Person team is looking at the RYS coordinators budget and responsibilities of the coordinator. Currently she supervises 9 people, is responsible for 10 budgets, and works with 8 municipalities. More information will be available around resource allocation time.

By-laws: The bi-laws were updated and voted on in 2017, the board decided to wait till 2018 and the new legislature to get them approved. They will be going to the Health and Human Services Committee on February 5, Amie will report back with the outcome.

Roster Review: Gabe has resigned from the board due to his move to Milwaukee. There are a lot of vacancies that need to be filled. Seats can be filled with anyone 16 years or older. The people who have pending on the roster Kathy and Pete, you are approved. An updated roster will be available soon.

AYR Pitch Contest:

There are 11 applications asking for a total of \$32,000. 25 people volunteered to be coaches and or panel members. Some of the applicants did not follow the instructions (no match, too many words), they were sent back to make corrections. The decision to allow corrections was made because there were not a lot of applicants. February 15, is the pitch contest, we are looking for a location. Today the applicants will find out who their pitch coach is. We asked volunteers who are funders or influencers to be the coaches and people who were asked to be on the allocation panels before to be panelists. We did not assign any youth board members to be coaches or panelists since we had so many

volunteers. There are still things we need to make decisions on; we are building this as we go. One of the questions is who should be invited? Can pitch teams bring their pitch coaches, other staff, should we open it up to the public? Pete liked the idea of opening it up to the public, it would be good PR; Lisa also liked the idea of inviting the public. Kathy asked how long Cheyenne would be with us, Amie said till the end of February.

Goal Setting: Kathy

Kathy said it was her hope that this board could become more of a working board vs. a discussion board. Amie said Joanne F. was willing to come on a Saturday to do a training on "How to Better Advocate for Youth In Tompkins County" The board was excited about that and felt like a Saturday in March would work well.

2018 Youth Board Goals:

1. Develop an advocacy plan
2. Full Roster
3. Have each youth board member attend one community event to promote TCYS and TC youth advocacy

Department Updates:

Amie reported that the Governor's budget is out, Youth Development Funds remain the same without the traditional add on that usually happens later in the budget season. Youth development money is on a sun set clause with 2018 being the last of 3 years. The Governor proposed an additional 3 year extension; the Youth Bureau Association is proposing a 5 year extension.

Staff is working on point person areas and clarifying work that they are doing around the RBA (results based accountability goals). They have defined technical assistance into High, Medium, and Low as a way to record technical assistance for RBA. They are also working on reviewing the many areas we are involved with; 0 to 24 covers a wide range of issues. The first area we are looking at is drugs and alcohol.

The Learning Web is still looking for an executive director; their last two searches were unsuccessful. If you know of anyone who might be interested please have them contact the LW.

Meeting adjourned 6:01 PM

Respectfully submitted by Janice Johnson

Tompkins Youth Services Board Meeting

February 26, 2018

Present: Bernice Yarosh, Kathy Servoss, Pete Angie, Barbara Sadovnic, Lisa Campbell, Patty Vandebogart, Ronny Hardaway

Excused: Shawna Black

Staff: Francisco Paler-Large

Meeting called to order at 5:08 pm Kathy welcomed everyone.

Updates: Pete mentioned that the y is giving free memberships to 1st graders. Lisa said she would put it in her newsletter.

Reminder about retreat on **3/10 at 9 am** in the Bev Livesay conference room. It is bring a dish to pass. Sign-up sheet will be sent out

Minutes: Kathy moved to approve minutes, Lisa seconded, approved.

Youth Employment in Tompkins County: Francisco

The survey of respondents identified that the barriers in Tompkins County are similar to those that youth identify nationally. Job Corps remains the most successful model. Educational components as well as trade training are important to a young person's success in sustaining employment. The report is nearly finished and will be presented to the commissioning partner before being released publicly. Discussion was had about apprenticeships and the hope is that in our agency rich region we would be able to use some of the recommendations in the report to look at current practices.

Advocacy: Brainstormed by group

It means making TCYSD more visible at public events in the community. It means advocating to those who hold the money as well. Pete pointed out that individuals have skills in either realms and we should utilize those strengths.

Questions for Joanne:

- Should we focus on all of it? (Not just who we fund)
- How do identify where we focus?
- Is it top down advocacy or do we push it up through?
- How do we make sure that youth know that there are services available to them?
- Do we reach out to state legislators as was done in the past?
- What would we like to get out of the retreat?
- Advocacy topics: funding, staffing, municipalities, agencies
- What do other boards do that works?

There was a discussion about building stronger relationships in municipalities so that there was a stronger advocating force. What are barriers in individual municipalities?

Thinking about advocacy using the AYR to inform decisions is important and it may help focus efforts. Cheyenne had a list of events that she attended to push the 40th celebration this may be good to look at for ideas of where to advocate. Having full membership at the table is important to advocacy so that there is representation of the unique county needs

Staffing:

Dave will be going to county administrator's office continuing his work on county RBA measures and Criminal Justice coordinator

Kris announced her retirement.

Pitch Contest:

Those who attended were very pleased with the diversity and knowledge of the judges. Panel seemed very balanced. Funders got to hear what the works was from those that had their "boots on the ground".

It was recommended that we try for these funds again.

Resource allocation:

Resource allocation needs 3 or more volunteers. Pete, Patty, Lisa

- Looking at a cost of living increase
- Admin assistant for Shelly Lester

Respectfully submitted by Francisco Paler-Large

Tompkins Youth Services Board Meeting

March 26, 2018

Present: Bernice Yarosh, Kathy Servoss, Pete Angie, Barbara Sadovnic, Patty VandeBogart, Shawna Black

Excused: Ronny Hardaway and Lisa Campbell

Staff: Francisco Paler-Large

Guest: Deb Mohlenhoff

Meeting called to order at 5:08 pm Kathy welcomed everyone.

Updates:

- This month marks the 1 year anniversary of a community gathering where we declared that hate has no home here. We gathered after anti-Semitic graffiti was discovered on playground equipment at a local park. Community potlucks have been occurring on a monthly basis. They have been hosted at multiple locations and by community and interfaith representatives. Families come and it is fun. Open hearts open minds. Neighbors getting to know neighbors.
- Youth protest gun violence...local youth came up with their own vision of protest/walkout when they honored the 17 students killed last month. There was middle school and high school representation.
- Lansing Youth Services Annual Spaghetti Dinner is happening on April 13.
- Lansing Community Library, Lansing Loves to Read and the Lansing Historical Association are offering a Poetry Day in April.
- The Lansing Lions Club will be partnering with Lansing Loves to Read for another Summer of literacy enrichment opportunities for youth.

Minutes: Bernice moved to approve minutes, Patty seconded, approved.

Departmental Updates:

The Youth Services Board By-laws have hit a road block in going through the approval process at the Legislature. There is concern around the quorum it had been 1/3 of appointed representatives. We will move to have it as 1/2 of appointed representatives. An additional change was requested around the public meeting law. Shawna and Amie will continue to work on the changes requested by the legislators.

The Deputy Director posting is being submitted to Human Resources today. It will be posed for 35 hours though we are hoping for legislative approval for 40hrs. Position will be posted at 35 hrs. opportunity for increase. Amie will be asking members of the board to sit in on interviews

TCYSD is working with the Tompkins County Continuum of Care, Learning Web and Family & Children's Service to write a planning grant to HUD for a Runaway and Homeless Youth services. The grant will provide \$1 million to our community.

Board Goals for 2018:

Kathy reminded the board members that we are still recruiting board members. The seats that are open are: Danby, Caroline, City of Ithaca, Groton, Newfield, and at-large seats.


Understanding Our Why: Deborah Mohlenhoff

As a follow up to the work done around Advocacy at our retreat, board members were asked to view Simon Sinek's video about finding your why: https://www.youtube.com/watch?v=u4Z0JKF_VuA

Members broke up into teams and discussed using the tribe approach to find our Why for working with youth services. Deb led the group through the following worksheets:

"People don't buy what you do; people buy why you do it."
— Simon Sinek

FIND YOUR WHY - THE TRIBE APPROACH

1. WHY WHY?
2. Get to know your tribe – pair/triple up and share the following:
 - Think back to when you joined this organization. What inspired you the most? What inspires you to keep coming back? Take some notes.
3. The Golden Circle
 - The **WHAT** is your programs and services.
 - The **HOW** is things that make you different.
 - The **WHY** is about your contribution to impact and serve others.
4. Story Sharing: Form two groups. Each group needs to come up with:
 - When have you felt most proud working for this organization? DETAILS!
 - What was the specific contribution made to the lives of others? VERBS!
 - What did the contribution allow others to do or be?

DRAFT YOUR WHY STATEMENT!

Simon Sinek's WHY:
TO inspire people to do the things that inspire them
SO THAT together, we can change the world.

To _____ Contribution

so that _____ Impact


The first blank represents the contribution you make to the lives of others.
The second blank represents the impact of your contribution.

OUR WHY : _____

TO _____

SO THAT _____

"A leader's job is not to do the work for others, it's to help others figure out how to do it themselves, to get things done, and to succeed beyond what they thought possible."
~ Simon Sinek



We discussed **WHAT** the Youth Services Department does:

- Funds programs
- Provides training

- Supports agencies
- Researches young people
- Collects data
- Works with municipalities
- Creates publications
- Coordinates systems

We discussed **HOW** the Youth Services Department does this:

- Staffing resources
- Giving out funding
- Liaison

Then teams broke up into WHY we do what we do. The two groups worked on #4 of the worksheet. For the next board meeting all board members will:

- Work on the attached Tribe worksheet and be prepared to discuss their why statement.
- Remember it is not about what we do (fund agencies, train youth workers, fund municipalities) or how (use county resources, quality monitoring) it is about why we do it.

View:

<https://www.cnbc.com/2017/10/06/this-exercise-will-help-you-figure-out-what-to-do-with-your-life.html>

The meeting was adjourned at 6:24pm.

Submitted by Francisco Paler-Large

Tompkins Youth Services Board Meeting

April 30, 2018

Present: Ronny Hardaway and Lisa Campbell

Kathy Servoss, Barbara Sadovnic, Patty VandeBogart, Shawna Black

Excused: Bernice Yarosh, Pete Angie

Staff: Amie Hendrix

Guest: Kelly Sauve and Ian Schachner

Meeting called to order at 5:08 pm Kathy welcomed everyone.

Introductions: Round-table introductions were made to benefit Ian Schachner and Kelly Sauve, who are potential new board members

Minutes: Patty VandeBogart moved to approve the March 2018 minutes and Barbara Sadovnic seconded. Approved.

“Why do we do this?” Discussion: Led by Amie Hendrix, board members recapped last month’s activities and discussions. A round-table collection of “Why” statements were given and captured by Amie on several Post-It board sheets.

- **ACTION:** Images of these sheets to be provided by Amie.
- **ACTION:** Amie will create and share a Google document that board members will use to capture, review, and edit the YSB “Why” statement elevator speech. Board members will craft two or three bullet points that board members will tailor and communicate, in their own voice, to their specific audience and need. The goal is to have these bullet points ready for approval by the full board at the May 21 meeting.

2018 Advocacy Calendar Discussion: This discussion comprised several topics related to spreading the word about the YSB throughout the county, its municipalities, and its residents. The immediate focus of the Advocacy Calendar will be May through June, 2018.

- **ACTION:** Board members and YSB staff are to identify and communicate potential events and meetings for the May – June advocacy calendar

Board members discussed ideas about how to raise awareness of the YSB, its goals, and the to-be-developed “Why” statement. Topics included: local events, meeting with current government representatives (and new candidates), and liaison reports to their municipalities.

Departmental Updates: Amie Hendrix provided departmental updates to the board members, including:

- YSB By-Laws Update – Is experiencing challenges with the Tompkins County Legislator regarding the definition of YSB quorum. This will be updated and voted on at the next HHS meeting. To help ensure quorum under Public Meeting Law, the YSB may be able to designate a public place, such as a public library, as a satellite location for members who cannot be physically present at future meetings. The current by-laws and recommended revisions will be considered by the Health and Human Services Committee prior to submittal to the County Legislature.
- Francisco Paler-Large will be moving into the Community Coordinator for Youth Services position in May.
- Amie Hendrix will be the TC YSD liaison for the Joint Youth Commission through the Fall of 2018. Janice Johnson will serve as the TC YSD liaison to Enfield, Danby, and Dryden through the Fall of 2018.
- The Deputy Director interviews are proceeding with staff interviews to happen soon. The goal is fill the Deputy Director position with one of the applicants by June. If no applicant is selected, the YSD will continue with current staff until an appropriate applicant is found.
- The YSD submitted a proposal for a \$1M HUD grant related to run-away and homeless youth services. If selected, the YSD will receive one-third of the grant funds for planning. At the end of the planning phase, HUD will evaluate the plan to determine if YSD will receive the remaining two-thirds of the grant. Should HUD decide not to award the remaining two-thirds of the grant funds, the YSD will NOT be required to return the original planning funds.

6:20 PM: Secretary, Ronny Hardaway and Legislator, Shawna Black left at this point in the meeting due to additional meeting conflicts.

The meeting was adjourned at 6:24pm.
Submitted by Ronny Hardaway and Amie Hendrix

Tompkins County Youth Services Board
Minutes
May 21, 2018

Present: Bernice Yarosh, Kathy Servoss, Pete Angie, Barbara Sadovnic, Patty Vandebogart

Excused: Lisa Campbell, Kelly Suave, Ronny Hardaway

Absent: Shawna Black

Guest: Ian Schachner, Bridgette Nugent

Staff: Amie Hendrix, Theresa Albert

Meeting called to order by Kathy at 5:06 p.m.

Appointment:

Ian Schachner has submitted his application to fill an At-Large seat on the Youth Services Board.

Kathy moved to accept his application and to approve his appointment.

Patty seconded. Motion passed. His paperwork will now be forwarded onto County Legislature for official appointment.

Minutes:

Pete moved to accept the April minutes as written. Patty seconded. Motion passed.

Elevator Pitch:

- The 3 goals created on why we're doing our community outreach/engagement were reviewed.
- Need more concrete details; include examples of programs we support.
- Probably not good to try and hit all the points at once.
- What's the most important thing to say?
- Suggestion for a multi-prong approach; talking points plus a one-page hand-out.
- Tell more of the "why" vs. the "what".
- End results.
- Utilize stats more.
- Emphasize we are supporting the organizations doing the "support".
- Keep in mind; we are looking at two different "pitches"; one geared towards board recruitment, and one geared towards what the dept does, education, awareness.
- Caution to how we represent ourselves – we do not directly serve youth; also we are not programs only funding.
- May need to step back, look at larger picture.

A lot of new and reoccurring ideas/thoughts were discussed.

Amie suggested it may be most beneficial if a sub-committee was formed to take on this topic. The Committee will work out details and come up with a plan to present to the full Board to react to at the June or July meeting.

Ian and Pete volunteered to be on the committee. We will reach out to Ronny to see if he would also be interested in working on the committee.

Upcoming events:

Amie – as a Board, we've discussed being present at more local events.

Are there any upcoming events that would be appropriate for us to attend and table?

- Dragon Boat Race – July
- Reggae Festival – Jun 23
- Various 5Ks and Fun Runs

Kathy will get more details about the Reggae Festival.

Recruitment:

- Vacancies: Caroline, Danby, Newfield, City, and 4 At-large/youth seats.
- Ian – approved tonight, paperwork being forwarded onto the County Legislature. He is filling an At-Large seat.
- Jennifer Foote-Dean – still interested in filling the Groton seat.
- Amie will be meeting with another potential next week; Karlem – she was one of the Pitch Contest judges. Not sure where she lives.
- Diversity – are we recruiting members with different views/perspectives/backgrounds?
- Personal connections seem to work best; the one-on-one talk, phone call.
- Targeted outreach.
- Could we put up posters in locations in the municipalities needing representation?
- We need to get as many seats filled as soon as possible.
- Once our by-laws get changed/approved – our quorum will be different. Currently our quorum is 1/3 of filled seats. New quorum will be majority of all seats.

Bylaws:

Amie brought forward additional considerations for the bylaws, that include the quorum change and other discussions from meetings with elected officials. Pete moved to accept the newly revised bylaws as shared by Amie. Patty seconded. Motion passed.

Updates:

Amie introduced newly hired Deputy Director, Bridgette Nugent. She has been offered and accepted the position today. Bridgette will start on June 18th.

Bridgette –

- Lives in Trumansburg,
- Currently working at the Alzheimer’s Association in Syracuse,
- Has a lot of experience in data collection, analysis and writing reports,
- Also worked for FEMA and American Red Cross in NYC.
- Looking forward to not making the drive to Syracuse every day, working and being a part of the community.
- Thank you for the opportunity.

We look forward to welcoming and working with Bridgett.

Office

We will be going through a lot of transition and reorganization over the next couple of months. We will be looking at our structure, priorities and shifting of duties and responsibilities.

Budget

Resource Allocation has begun; renewal applications sent to agencies, due back May 29th.

County budget process is beginning; due July 13th.

New administrator and we have not been given a lot of direction regarding submitting of OTRs and the use of rollover. Unless we hear differently, we will proceed as we have in the past.

When the Resource Allocation Committee meets we will discuss potential OTRs to submit: 2% agency/municipal increase, MYSS Asst Coord for the Rural Youth Services, Pitch Contest funds for a second year. We will also look at our rollover balance and how we may use that. It is unsure if rollover will continue.

State aid: Youth Development fund figures are now known. Receiving a \$9 increase over last year!!

RHY figures are not known at this time; we may not know until July. This causes some issues for programs receiving these funds and not being able to claim for them.

Adjournment: 6:15 pm.

Respectfully submitted
Theresa Albert

Tompkins County Youth Services Board

Minutes June 25, 2018

Present: Ian Schachner, Kathy Servoss, Pete Angie, Barbara Sadovnic, Shawna Black, Lisa Campbell, Kelly Suave

Excused: Bernice Yarosh, Patty Vandebogart, Ronny Hardaway

Guest: Jennifer Foote-Dean

Staff: Amie Hendrix, Bridgette Nugent

Meeting called to order by Amie at 5:00 p.m., and requested that Ian share updates on Elevator Pitch.

Elevator Pitch:

Ian shared that the subcommittee (with Pete and Ronny) had met/communicated and provided the following updates:

- The 3 goals were summarized (to recruit board members, increase awareness, and share how funding is used to support youth).
- Agreed it was a **unique** board role/responsibility and that the responsibilities and opportunities for involvement for this role would benefit from being made clearer.
- Requested that the staff of the TCYSD share information on how board members could/should support the work of the department.
 - Would representation at events be helpful?
 - Advocacy opportunities?
 - Representation at meetings with partner agencies?
- **What** are board members promoting? Let's get specific
- The role seems to have basic/minimal responsibilities with ample opportunity to become involved. These are not currently clear.

Pete reinforced the above summary and noted that the TCYSD seems to do the work on behalf of those serving youth that they don't want to do (working with local/state/federal governments, grants management, data collection, etc.).

Shawna agreed that participation on various boards can differ, some are meant to hold the staff accountable, and others are tasked with setting specific goals/workplans and meeting those goals.

Amie agreed that the Advisory Board role is unique in that the financial/personnel changes happen through the legislative process and that it makes sense with the recent changes to the current board that there are questions regarding the roles/responsibilities. It was agreed that it was a good time to redefine the goals of the Board and what serving on the board should entail.

Next Steps:

- Ian will send request for information to Amie to gather feedback from TCYSD staff regarding the needs of the department and what role board members could fill in meeting these needs.

Amie then turned the meeting over to Kathy to continue with the meeting agenda after formal introductions were made.

Minutes:

Barbara moved to accept the May minutes as written. Ian seconded. Motion passed.

2019 Resource Allocation Process:

Amie explained the resource allocation process prior to discussing what is specifically outlined for this year's request:

- The Advisory Board RAP Committee reviews and make recommendations
 - There are three (3) general budget areas; General Operations, Agencies, and the Municipal Youth Services System (MYSS).
 - 2019 will be Year 3 of 3-Year contracts with agencies, with a possibility to extend to 5 years if that is decided next year. TCYSD uses Results Based Accountability (RBA) measures to monitor progress of funded agencies.
 - The MYSS provides matching funds, and all municipalities are required to have a youth council/commission that conducts needs assessments and recommends how funding should be spent in their community. Cornell Cooperative Extension (CCE) has been contracted to provide program management and support to this system.
- Other budget items also include:
 - Over Target Requests (OTR) ranked by committee
 - Workforce Development Board contracts a part time employee through TCYSD
 - DSS/CSEC Funding also provided to TCYSD for employee
- It was outlined that first the Board would vote on each of the three budgets separately and then the ranking of the three OTRs for recommendation.
- Overview of MYSS Budget provided by Amie:
 - Formula determines how much each municipality receives.
 - Overview of the history of MYSS funding provided.
 - **OTR # 1 - Additional \$50,000 to support a FTE at CCE and increase hours of Danby staff to stabilize the MYSS.**
 - Fiscal cuts have affected smallest municipalities the most (e.g. Danby cannot maintain a staff person at the level at which this position is funded).
 - It is believed that this additional funding will stabilize the system.
 - The concept of Target Funding was clarified. This would be funding, if approved, that would be a part of the baseline budget for the TCYSD in future years.
- **OTR #2 is a 2% increase (Cost of Living Adjustment) split across both MYSS and Agencies**
- Overview of Agencies Budget provided by Amie:
 - No major changes from previous year.
 - Discussed that funding provided to agencies is flexible and not restricted/targeted like many other funding sources.
 - Highlighted that Recreation Partnership funding flows through TCYSD to Ithaca Youth Bureau.
 - City Sales Tax dollars also flow through TCYSD for recreation support services at Ithaca Youth Bureau.
 - TCYSD does not determine how city sales tax dollars are allocated.
- **OTR #3 is a request of \$20,000 to hold the Pitch Contest**
 - The initiative was successful in its first year, with projects that were not awarded money that evening later awarded funding through the relationships that were made at the event.
 - Use of our already certified rollover.

Resource Allocation Discussion and Votes

Kathy led the discussion and voting process.

Agencies Budget

Pete moved to approve the Agencies Budget as written. Lisa seconded. Motion passed, with Kathy abstaining.

MYSS Budget

Barb moved to approve the MYSS Budget as written. Kelly seconded. Motion passed unanimously.

Department Planning & Coordination Budget

Pete moved to approve the Department Planning & Coordination Budget as written. Barb seconded. Motion passed unanimously.

Kathy opened the floor for discussion regarding the current ranking of OTRs as recommended by the Committee.

Amie provided a brief overview of how the RA process works:

- Data is inputted into RA system
- Meeting with County Administrator, builds budget at the end of July
- Budget presented on September 4th to Budget Committee of Legislature
- Expanded Budget Committee receives an overview from the Department
- 2-3 votes are had, with a budget then provided to the full Legislature for discussion/vote

Shawna requested that Amie clearly spell out the OTRs in an email to all legislators as she has done in the past

Amie reinforced the need to create succinct advocacy talking points around the OTRs, with the message that the Committee hates ranking the OTRs, as all are important.

Kathy reinforced Amie's messaging and provided the following reasoning for the current ranking:

- The ranking of the OTRs felt clear to the committee.
- It felt most important to support the MYSS and staff that support this system.
- The committee is always a proponent of the COLA, as those individuals who provide care and support to children are not paid enough.
- The Pitch Contest is also a great opportunity for community involvement.

Amie provided a brief overview of what "Rollover" funding means, and how the TCYSD monitors funding throughout the year for a better picture of how any unspent funds could be best utilized.

Shawna requested that participants from last year's Pitch Contest be present at a future Legislature meeting to share their experience with the process.

OTR Ranking

Lisa moved to approve the OTR Ranking as written. Barb seconded. Motion passed unanimously.

The date is currently unknown for the TCYSD budget presentation, but Amie will keep Board updated.

Upcoming events:

- Barb provided information on Enfield Yard Sale on July 7, 2018. Proceeds benefit Youth Programming.
- Screenagers hosted by TCYSD – July 11, 2018

Recruitment:

- Vacancies: Caroline, Danby, Newfield, City, and 4 At-large/youth seats.
- Jennifer Foote-Dean – has submitted paperwork to Groton Youth Council for review/approval.
- Karlem – pending Common Council approval.
- Naomi – Works at Advocacy Center, would be at-large member.
- Once our by-laws get changed/approved in July – our quorum will be different. Currently our quorum is 1/3 of filled seats. New quorum will be majority of all seats.

Updates:

Amie welcomed newly hired Deputy Director, Bridgett Nugent. She started on June 18th.

Office

Agency and Municipality monitoring is ramping up.

Review of the Department's RBA Framework to ensure goals are met.

Raise the Age discussion is ongoing, with TCYSD serving as an active participant.

- The entire system will be shifting as a result of this policy change
- TCYSD will maintain focus on youth development/prevention

Next Meeting: An orientation/overview of TCYSD for the July 30th meeting. No meeting will be held in August.

Adjournment: 6:30 pm.

Respectfully submitted
Bridgette Nugent

Tompkins County Youth Services Board
Minutes
September 24, 2018

Present: Bernice Yarosh, Kathy Servoss, Pete Angie, Patty Van de Bogart, Lisa Campbell, Ian Schachner

Excused: Kelly Suave, Ronny Hardaway, Karlem Sivia Gimenez, Barbara Sadovnic, Shawna Black

Staff: Amie Hendrix

Meeting called to order by Kathy at 5:03 p.m.

Minutes:

Could not be approved due to lack of quorum.

Budget 2019:

Amie provided an overview of the 2019 Budget presentation to the Legislature. There were three over target requests which the County Administrator has recommended for approval.

- OTR # 1 - Additional \$50,000 to support a FTE at CCE and increase hours of Danby staff to stabilize the MYSS.
 - Fiscal cuts have affected smallest municipalities the most (e.g. Danby cannot maintain a staff person at the level at which this position is funded).
 - It is believed that this additional funding will stabilize the system.
 - The concept of Target Funding was clarified. This would be funding, if approved, that would be a part of the baseline budget for the TCYSD in future years.
- OTR #2 is a 2% increase (Cost of Living Adjustment) split across both MYSS and Agencies
 - Overview of Agencies Budget provided by Amie
 - No major changes from previous year
- OTR #3 is a request of \$20,000 to hold the Pitch Program
 - The initiative was successful in its first year, with projects that were not awarded money that evening later awarded funding through the relationships that were made at the event.
 - Use of our already certified rollover.

Board Focus Areas:

Ian provided an overview of ad-hoc committee that has met to discuss ways board members can be stewards of Youth Services in the community. Working with Pete, Ronny, and Youth Services staff the first two areas we would like to explore as a board are:

- 1) Information Gathering and Distribution: Through attending community and youth services meetings we will be able to provide information to the Youth Services Board on community happenings as well as bring information from the County level to the community. These items may be program experiences in other communities, like lunch bunch, community concerns, or providing other support to youth partners such as attending a Town Board meeting when a commission is sharing their work. Youth Board members should also attempt to attend one of the Youth Commission or Community Council meetings on an annual basis to understand what the planning group is up to.
- 2) Sharing Information Via Print/Social Media: Youth Board members may be asked to create articles for the Newsletter, social media, or other print outlets about things happening with and for young people. The group discussed sharing of the trainings for youth workers on their own social media as well in other groups they are part of.
 - Upcoming Training/Events:
 - October 23 – I am Jane Doe – Movie presentation at Cinemapolis at 6pm
 - October 30 – Project Look Sharp – Training on Youth Culture and New Technologies – at Hotel Ithaca from 8:30am – 12:30pm – registration is required by emailing Theresa
 - November 29 – Raise the Age – at Hotel Ithaca from 9-11am – registration is required by emailing Theresa (this training has not yet been announced)
 - December 12 – PATH Training – more information to come

- 3) The group agreed that they would be willing to take on the 1st and 2nd activity in support of the staff. At the October board meeting the board will discuss the newsletter articles to be crafted for the 11/15/18 newsletter.

Board Recruitment:

- Vacancies: Caroline, Danby, Newfield, and 4 At-large/youth seats.
- Patty will be reaching out to an at-large representative.
- We have 4 at-large seats which can be filled by youth or adults.
- Lisa is working on building a relationship with a potential Newfield representative.
- Pete will be reaching out to Naomi to see if she is still interested in joining the board.
- It is important to not just have a full roster, but a board that can attend meetings. Under the new bylaws 10 members must be present for quorum. We currently have 11 of 18 seats full.

Departmental Updates:

- We have offered the position of Community Coordinator for Youth Services to Shannon Alvord who has accepted and will begin on Monday, October 22nd.
- The Director of Youth Services position has been posted and is open until October 5 at 4pm. Currently there are 9 approved applications (approved means applications that meet the minimum qualifications).
- Raise the Age implementation goes into effect on 10/1/2018. This will mean that youth aged 16 will now be treated as a young person within the legal system. Youth Services has been participating in Raise the Age meetings to ensure that as these changes are made we are looking at how the system change can embrace prevention and after care for these young people.
- Staff should be commended for all of the work and energy they have provided to the department as we experience many transitions in 2018. They continue to impress and inspire through every new challenge and opportunity.
- Amie will begin her new position on October 1 though she will spend time at Youth Services each week meeting with staff to ensure all pieces are moving along. She will also support Bridgette during the onboarding process of the new Community Coordinator for Youth Services. She will continue to serve as Runaway and Homeless Youth Coordinator until the new Director has been brought on and is fully trained in the regulations and services.

Three takeaways:

Board members shared items they can share with the other groups they work with and/or elected officials around the work of Youth Services:

- 1) The Director Search is underway and applicants have until 4pm on 10/5 to apply.
- 2) A new Community Coordinator for Youth Services (Shannon Alvord) will start on October 22nd.
- 3) Agencies were provided 3 year contracts with an opportunity to extend for 2 additional years in 2017. The staff will be recommending how long this extension should be (either 1 or 2 years). Once the recommendation is finalized the agencies will receive notice.
- 4) The Youth Services Department serves as an administrative department for all youth programs throughout Tompkins County, providing research services, training, data collection and much more.
- 5) We are recruiting 7 board members.
- 6) We are offering free trainings to youth workers (defined as people who work with or inspire youth) on a monthly basis. The goal of the department is to publish trainings on a 3 month basis.
- 7) There is much to be learned from program to program and shared in the community, from program activities like lunch bunches to best practices in program models like monitoring. Youth Services and our meetings help to share these things.
- 8) We have a great team at youth services with dedicated staff that continue to support our youth community. There is so much to learn and each meeting we each learn more about what this small department does to support young people.

Adjournment: 6:20 pm.

Respectfully submitted
Amie Hendrix

Tompkins County Youth Services Board
Minutes
October 29, 2018

Present: Bernice Yarosh, Kathy Servoss, Pete Angie, Patty Van de Bogart, Lisa Campbell, Ian Schachner, Ronny Hardaway, Barbara Sadovnic

Excused: Kelly Suave, Jen Foote-Dean, Shawna Black

Absent: Karlem Sivia Gimenez

Staff: Bridgette Nugent, Janice Johnson, Shannon Alvord

Guest: Khaki Wunderlich

Meeting called to order by Kathy at 5:02 p.m.

Introductions and Welcome:

Board Members introduced themselves, along with Shannon Alvord, the newly onboarded Coordinator for Community Youth Services at Tompkins County Youth Services and Khaki Wunderlich, who is interested in potentially joining the Youth Services Board as an At-Large Member. Khaki currently chairs the Community Services Board and serves on the Board of the Finger Lakes Independence Center and is very interested in issues of youth development.

Minutes:

Could not be approved due to lack of quorum.

Board Member Updates:

- Lisa Campbell shared that her and Kelly Suave have been working to recruit a potential board member from the Town of Newfield. Theresa Albert has connected with this potential board member and provided information on the Youth Services Board.
- Lisa also shared that Lansing held a community forum in response to a recent teen's death by suicide. The forum invited members of the community and mental health professionals and encouraged open conversation on the topics of mental health, bullying, and provided information on what resources are available. It was stressed that this issue is a community responsibility.
- Janice Johnson shared that the Trumansburg Youth Commission would be hosting their Pasta Party Fundraiser on Friday, November 2nd to raise youth development funding.
- A discussion was held around the issue of bullying and how the Youth Services Department and Board might craft a message to share with the county on this topic. The monthly message would be a good forum for this.
- Bridgette will ensure all Tompkins County Legislators are on the newsletter listserv.

Board Focus Areas:

- **Youth Services Newsletter** - Discussion was held on what contributions Board Members would like to make to the November 15th Youth Services Newsletter. It was determined that Ian Schachner would take the lead in coordinating articles to include an interview with a new and/or long-term Board member with a focus on recruitment. Pete Angie will be interviewing one of the 40 Caring Adults that was honored at last year's celebration to also be included in the Newsletter. An article/message on bullying will be tabled to create a more researched/informed message.
- **Youth Commission and Council Meetings** – Discussion was held regarding how Board members could attend their respective Youth Commission/Council meetings and share information on the work of the Youth Board and listen to the needs of their specific communities to share with the full Board. Some Board members are members of their respective Youth Commissions and attend meetings, while others agreed to attend and/or attend those that do not currently have representation on the Youth Services Board. Janice agreed to send out the full list of all municipal youth meeting dates/times and encouraged members to touch base with her if they planned on attending an upcoming meeting to ensure the meeting was still occurring.

Board Recruitment:

- Vacancies: Caroline, Danby, Newfield, and 4 At-large/youth seats.
- We have 4 at-large seats which can be filled by youth or adults.
- It is important to not just have a full roster, but a board that can attend meetings. Under the new bylaws 10 members must be present for quorum. We currently have 11 of 18 seats full.

Appointment of a Nominations Committee:

- Bernice and Patty volunteered to be the Nominations Committee for 2019 officer nominations.

Future Board Meetings

- December meeting will be a holiday meeting, on December 17th at 4:30 p.m., Youth Services staff will be invited. It will be a soup/salad potluck and Bridgette was asked to create the sign-up sheet for dishes for this party.

Departmental Updates:

- Amie Hendrix has fully transitioned to her new role in County Administration. The search for the Director of Youth Services is currently underway, a pool of candidates has been finalized and members of the selection committee have been identified. Kathy Servoss, as Chair of the Youth Services Board, has been asked to serve on this committee.
- The CCHY student survey, in partnership with TST BOCES and the Alcohol and Drug Council, was recently disseminated to all 7-12th graders in the county. The results of this survey provide much of the data that Youth Services provides the county at large.
- Phase II of the CSEC campaign has been released, with messaging focused on targeting youth specifically. Posters were shared with the Board with the request that they are disseminated widely throughout the county in locations that are heavily trafficked. Suggestions provided also included schools and the Commons. Billboards, Mall Blades, and Bus Ads/Shelters have all been utilized for this phase of the campaign.
- Notification to agencies that their funding has been extended an additional two years (to 2021) was sent in recent weeks. Shannon will be making introductory visits to many of the agencies she will be monitoring.
- Agency Q3 and Turn the Curve Reports were due October 22nd, information has been received and is currently being reviewed by TCYS staff. TTC report cards will be provided in early 2019 for the Board to review.

Three takeaways:

Board members shared items they can share with the other groups they work with and/or elected officials around the work of Youth Services:

- Legislature needs a presentation about the Youth Board
- Do something related to bullying topic... *upcoming monthly message memo?*
- Recruit, recruit, recruit
- Current members to attend Commission/Council meeting for feedback

Adjournment: 5:50 pm.

Respectfully submitted
Bridgette Nugent

Tompkins County Youth Services Board
Minutes
November 26, 2018

Present: Bernice Yarosh, Kathy Servoss, Patty Van de Bogart, Ronny Hardaway, Jen Foote-Dean, Shawna Black

Excused: Pete Angie, Lisa Campbell, Ian Schachner

Absent: Karlem Sivia Gimenez, Kelly Suave, Barbara Sadovnic

Staff: Bridgette Nugent, Janice Johnson

Guest: Khaki Wunderlich, Eden DeYoung

Meeting called to order by Kathy at 5:05 p.m.

Introductions and Welcome:

Board Members introduced themselves, potential Board Members Khaki Wunderlich and Eden DeYoung from Newfield were also in attendance and introduced themselves to the group.

Minutes:

Could not be approved due to lack of quorum.

Board Member Updates:

- Kathy Servoss shared information on the December 1st tree-lighting event in Dryden, and the week of events leading up to this community celebration.
- Shawna Black shared information on upcoming plays at area middle schools.
- Khaki Wunderlich shared information on the “Be the One” campaign that is a large community-wide collaboration amongst many partner agencies. This campaign seeks to address issues of mental health/suicide by encouraging all community members to “Be the One” positive adult/mentor.
- Bridgette Nugent added to Khaki’s announcement by sharing that the Be the One Campaign has a social media presence and they are coordinating a public event on December 10th from noon to 3 p.m. This event will encourage adults interested in becoming mentors or otherwise supporting this initiative to attend and learn more. Bridgette will share with the Board the campaign’s information via email.
- Bridgette read Lisa Campbell’s updates which included an upcoming community dinner in Lansing, a free community meal on December 8th, and updates regarding the Lansing Central School District’s efforts to begin focus groups to respond to bullying and its partnership with the Special Olympics to build a Unified Sports program.

Board Recruitment:

- Vacancies: Caroline, Danby, Newfield, and 4 At-large/youth seats.
- Khaki has submitted her application, to fill 1 of the vacant At-large seats.
- Eden will be meeting with Theresa Albert in order to complete her application to serve as a representative from the Town of Newfield.
- It is important to not just have a full roster, but a board that can attend meetings. Under the new bylaws 10 members must be present for quorum. We currently have 11 of 18 seats full.

Facilitated Discussion:

- Ronny and Kathy facilitated a discussion amongst Board Members around the question of how members can be collecting information on youth, and issues facing youth in order to bring these topics to meetings for further discussion and potential action items.
 - Janice mentioned that many Youth Commissions have had success in inviting school staff to be a part of commissions in order to offer that perspective on issues facing youth.
 - Khaki shared that she was interested in serving on this board in order to bring the issues she is hearing about in her own personal/professional roles to this forum. For example, there is a large concern regarding mental health (anxiety, depression) amongst youth and access to clinical support/services.
 - Shawna agreed, stating that she knows her own children have friends who are facing anxiety/depression. She wonders how we can encourage youth to speak out/get help.

- Much discussion was then held by all Board Members regarding the presence of screen-time amongst youth today, and what detrimental effects this constant presence of phones/technology has on their mental health and interpersonal skills.
 - Jen Foote-Dean highlighted that her own daughter went to Girl Scout camp where phones were not allowed and, after a bit of anxiety, she fully enjoyed her opportunities to be outside and engaged in many activities. She stressed the importance of outdoor experiences, education, positive outlets & experiences.
 - Members discussed ideas of how the Board and TCYS could address this issue. Janice mentioned that a parent focused education campaign might be successful, as this type of intervention has worked regarding teen drinking/access to alcohol.
 - Khaki stressed that family “norms” are different for each family, and the rules that work for one family may not speak to the experiences of other families (e.g. no phones at the dinner table, not all families eat dinner together).
- Action Ideas:
 - Coordinate a potential meeting of a group of parents who are interested in further discussing this issue.
 - Gather resources for parents to share via TCYS’ website, monthly message, and social media.
 - Bridgette will share the information from the *Screenagers* film screening that TCYS hosted over the summer with members via email.

Nominations Committee:

- Bernice and Patty introduced Kathy, Patty, and Ronny as being nominated to serve again in their respective roles in 2019.
- No additional nominations were made.
- The Board will vote in December on officers for 2019.

2019 Calendar of Board Meetings

- December meeting will be a holiday meeting, on December 17th at 4:30 p.m., Bridgette shared the sign-up sheet for dishes for this party. Please sign up.
- 2019 Calendar of Board Meetings was shared, with tentative topics to be addressed. It was confirmed that the Board Retreat would occur in March rather than February 2019 to involve the new Director of Youth Services.
- It was requested that Board Members think of training topics for this Retreat.

Departmental Updates:

- Shawna Black outlined the likely process for selecting the new Director of Youth Services.
- The Application Package for the 2019 Pitch Program (to be held March 13, 2019) was released in the November Newsletter, and is now available via the TCYS’ website.
- TCYS is currently creating survey tools to collect data for the department’s baseline RBA measures. These measures speak to the Department’s ability to offer technical assistance/coordination, and trainings to youth-serving agencies/municipalities throughout the county.

Three takeaways:

Board members shared items they can share with the other groups they work with and/or elected officials around the work of Youth Services:

- Action Items related to screen-time/technology use amongst youth
- Update on Youth Services Director Search
- TCYS is working to gather baseline data for department RBA measures

Adjournment: 5:50 pm.

Respectfully submitted

Bridgette Nugent

Tompkins County Youth Services Board
Minutes
December 17, 2018

Present: Bernice Yarosh, Kathy Servoss, Patty Van de Bogart, Ronny Hardaway, Jen Foote-Dean, Shawna Black, Pete Angie, Lisa Campbell, Ian Schachner, Karlem Sivia Gimenez, Kelly Suave, Barbara Sadovnic

Staff: Bridgette Nugent, Janice Johnson, Theresa Albert, Shannon Alvord

Guest: Khaki Wunderlich

Meeting called to order by Kathy at 4:44 p.m.

Introductions and Welcome:

Kathy opened the meeting by stating that they would move to vote on agenda items as quorum was obtained.

Minutes:

June Minutes

Lisa moved to accept the June minutes as written. Patty seconded. Motion passed unanimously.

September Minutes

Ian moved to accept the September minutes as written. Patty seconded. Motion passed unanimously.

October Minutes

Lisa moved to accept the October minutes as written. Patty seconded. Motion passed unanimously.

November Minutes

Kelly moved to accept the November minutes as written. Ronny seconded. Motion passed unanimously.

Slate of Officers:

Lisa moved to accept the slate of officers for 2019, as presented at the November meeting:

Kathy Servoss – Chair

Patty VandeBogart – Vice -Chair

Ronny Hardaway - Secretary

Ian seconded.

Lisa expressed her gratitude and appreciation for those willing to serve as officers. Others echoed that sentiment. Motion passed unanimously.

Board Appointments:

Ronny moved to accept the reappointment of Patty VandeBogart as an At-Large representative of the Board. Barbara seconded. Motion passed unanimously.

Patty moved to accept the application of Khaki Wunderlich as an At-Large representative of the Board.

Ian seconded. Motion passed unanimously.

Board Recruitment:

- Vacancies: Caroline, Danby, Newfield, and 4 At-large/youth seats.
- Khaki's appointment will be voted on by County Legislature on December 18th.
- Eden DeYoung is in the process of completing her application to be a representative of Newfield.

Ian asked the group what skills/experience the Board was seeking in new members as he has some interested individuals. Board members and staff mentioned experience in the education field, and individuals who are engaged, and looking to take action. Discussion was also had around the importance of having a more diverse board.

Suggestions for opportunities to connect with potential board members included Jump On Board through Tompkins Connect, and the Professional People of Color networking events.

Departmental Updates:

- Shawna Black and Kathy Servoss provided an update on the Youth Services Director search, which is in process.
- Bridgette stated that the Department is wrapping up 2018 financially and collecting data for the department's RBA measures. Processes have been developed and implemented to gather the required feedback from training attendees, municipal youth commissions, and funded agencies that are required to track RBA progress.
- Shannon and Janice shared information on upcoming trainings in 2019, which are advertised via email and on the TCYS' website. Staff are always open to training ideas that would benefit youth-workers and other members in the community.
- TCYS continues to promote the 2019 Pitch Program, seeking applicants for the funding and coaches/panelists.

Three takeaways:

Board members shared items they can share with the other groups they work with and/or elected officials around the work of Youth Services:

- Promoting Pitch Program 2019
- Update on Youth Services Director Search
- Send training ideas to TCYS staff

Adjournment: 5:30 pm.

Respectfully submitted

Bridgette Nugent