



Agenda

DATE 9/25/14 TIME 3:40p
BY Chris Sanchez
BY [Signature]

CHILDREN AND YOUTH COMMISSION MEETING

Monday, September 29, 2014

Market Station

Conference Room

500 Market Station

6:00 p.m. - 8:00 p.m.

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: August 26, 2014
4. New Business:
 - a. Vote for Commission Chair
 - b. Presentation to City Council
 - c. Commissioner Michael Multari
 - d. Providers meeting to discuss RFP
5. Old Business:
 - a. Evaluation Tool
 - b. RFP for Data Project
6. Comments from the Chair and Commissioners
7. Report from Staff:
 - a. Initial Steering Committee Meeting for the Mayor's Children, Youth and Family Community Cabinet.
 - b. SER Jobs for Progress
 - b. Communities of Care
 - c. Upcoming October 2014 National Bully Prevention month
8. Matters from the Floor
9. Adjournment

Interpreter for the hearing impaired available through the City Clerk's Office upon five days notice

**CHILDREN AND YOUTH COMMISSION
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SEPTEMBER 29, 2014**

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| Cover Page | | Page 1 |
| Call to Order and Roll Call | The Children and Youth Commission meeting was convened by the Acting Chair at 6:00 pm, City Railyard Offices, Santa Fe, New Mexico. A quorum was declared by roll call. | Page 2 |
| Approval of Agenda | <i>Ms. Lefrak moved to approve the agenda as presented, second by Ms. Aarnokoski, motion carried by unanimous voice vote.</i> | Page 2 |
| Approval of Minutes August 26, 2014 | <i>Ms. Dry moved to approve the minutes of July 22, 2014 as presented, second by Ms. Aarnokoski, motion carried by unanimous voice vote.</i> | Page 2 |
| New Business a. Vote for Commission Chair b. Presentation to City Council c. Commissioner Michal Multari d. Providers meeting to discuss RFP | <i>Ms. Fidel moved to accept the nomination of Joanne Lefrak for Chair, second by Ms. Dry, motion carried by unanimous voice vote.</i> <i>(b-c-d) Informational</i> | Page 2-3 |
| Old Business a. Evaluation Tool b. RFP for Data Project | <i>Informational</i> | Page 3 |
| Communications from Chair and Commissioners | <i>Informational</i> | Page 3-4 |
| Report from Staff a. Initial Steering Committee Meeting for the Mayor's Children, Youth and Family Cabinet b. SER Jobs for Progress report by Katie Dry c. Communities of Care d. Upcoming October 2014 National Bully Prevention Month | <i>Informational</i> | Page 4-5 |
| Adjournment and Signature page | There being no further business to come before the Children and Youth Commission, the meeting was adjourned at 7:30 pm | Page 6 |

CHILDREN AND YOUTH COMMISSION
SEPTEMBER 29, 2014
6:00 PM – 7:00 PM
MINUTES

- 1. The Children and Youth Commission meeting was called to order by Mr. Thomas Bustamante, Acting Chair at 6:00 pm. A quorum was declared by roll call.**

Roll Call - Present

Thomas Bustamante
Paige Aarniokoski
Catherine (Katie) Dry
Dolores Fidel
Joanne Lefrak

Not Present:
Jill Reichman

Others Present:
Chris Sanchez, Staff Liaison
Fran Lucero, Stenographer

- 2. Approval of Agenda:**

Ms. Lefrak moved to approve the agenda as presented, second by Ms. Fidel, motion carried by unanimous voice vote.

- 3. Approval of Minutes**

Ms. Dry moved to approve the minutes of August 26, 2014, second by Ms. Aarniokoski, motion carried by unanimous voice vote.

- 4. New Business**

- A. Vote for Commission Chair**

Ms. Fidel moved to accept the nomination of Joanne Lefrak for Chair, second by Ms. Dry, motion carried by unanimous voice vote.

- B. Presentation to City Council**

Mr. Sanchez said that now that a Chair has been elected, the CYC should schedule a date to go before the Mayor and City Council for the data development project and regional juvenile justice board. The Chair will meet with Mr. Sanchez to create an agenda for the presentation to the Mayor and Council.

C. Commissioner Michael Multari

Mr. Multari has resigned. Discussion was to request a Muchas Gracias from the Mayor for Sue Anne Herrmann and for Mr. Multari. Mr. Sanchez will follow through with this request with the Mayor's office.

D. Providers Meeting to Discuss RFP

Mr. Sanchez discussed the format and review of the RFP. Next steps are to convene a group of providers for review. Mr. Bustamante conveyed the importance of assuring that the outcome is expressed in the review. Mr. Sanchez said that it is important for the providers to know that the tool that has been created is to assist not to critique negatively.

5. Old Business

A. Evaluation Tool

B. RFP for Data Project

Ms. Dry made mention that some of the indicators do not exist under early childhood education.

The Chair reiterated that this assessment tool is to be reviewed before updating the RFP. The Chair clarified for the new member that this assessment tool is used when reviewing the providers. Mr. Bustamante said that the process should be to send the tool electronically for review. The CYC members said that the RFP should be drafted by staff based on the information from the assessment tool. Mr. Sanchez offered a timeline and process; he will work on a draft RFP and once that is reviewed the RFP and assessment tool will be sent to the providers for review.

Mr. Bustamante had a question on the percentage score in the RFP. Mr. Sanchez explained the scores and grading. It was recommended that wording should be more explicit, for example – 35 out of 100 possible score. There is a correction to be made: \$50,000 should be \$60,000.

Mr. Sanchez asked the question regarding the award to multiple individuals. What are the wishes of the CYC members in this specific area in the event there is shared talent. The CYC members said they would like to see who responds to the RFP before a final decision is made.

Mr. Bustamante asked Mr. Sanchez to assure that the purpose is included.

The Chair said that an assessment should be made once the results and return are back from the 5 selected providers.

6. Comments from the Chair and Commissioners

The Chair asked the CYC members to submit names of individuals who could fill the vacancy to Mr. Sanchez.

One recommendation was Lisa Salazar, GED Director out of Public Education Department. Mr. Bustamante recommended that the gaps be assessed and in reviewing the interested individuals discuss their contribution to the commission. Presently representation is a teacher, early childhood education, medical, finance, data and the arts. The commission would like to find someone with legal background. When the commission identifies a selection, the Chair and Mr. Sanchez would meet with the candidate. Mr. Bustamante offered a protocol to assist in this selection process to recommend to the Mayor and City Council for appointment.

Ms. Dry recommended the creation of a 1-pager on the mission, goal and objective of the Children and Youth Commission. The Chair offered her service and invited Mr. Sanchez to meet with Ms. Dry.

Ms. Fidel asked about the outcome of Warehouse 21. It didn't seem from the minutes that Warehouse 21 had brought forth the resolution to the contract questions. Mr. Sanchez has reached out to the administrators at Warehouse 21 and they have sent a budget which was sent back to them as the submission was not clearly described. Mr. Sanchez will continue to follow up and bring a report to the next meeting.

Report from Staff

A. Initial Steering Committee Meeting for the Mayor's Children, Youth and Family Community Cabinet

The first meeting has been held for the Children's Cabinet where discussion was held on possible members of the cabinet has been discussed. The birth to career collaborative has also been discussed and the key indicators. The indicators and funding is what will drive the Children's Cabinet. Data components, evaluations and how we fund and how we build capacity have been interesting. It has been a process in the world of philanthropy. The Chair from the Children and Youth Commission will sit on the Children's Cabinet. They are anticipating having their first meeting in October 2014.

B. SER Jobs for Progress

Ms. Dry spoke about SER and advised the commission that their child development program is closing. They provide high quality care for children and will be a big loss to this community. SER has been funded by the CYC in the amount of \$30,000. Mr. Sanchez will work with them to identify how much they have expended and at that time discuss how the money can be re-allocated if there is money left over. SER is one of the five star programs in our community.

C. Communities of Care

Mr. Sanchez explained this program put together by CYFD bringing together a group of behavioral health providers. To date there has not been a lot of action. Presently, Mr. DeMella from Regional Juvenile Justice has asked to serve in the Communities of Care and Mr. Sanchez will also be a member. In addition Mr. Carl Dennis who is known as the guru of wrap around services for our kids. There are about 15-16 behavioral health providers who work within this program. There is a selected audience and the question would be; how do you bring them all together to attain the goal and mission of Communities Care. Mr. Sanchez asked the commission members to think about the use of these behavioral health providers in our educational system with the kids.

D. Upcoming October 2014 National Bully Prevention Month

Mayor Gonzales has signed up with the US Conference of Mayors and is supporting the Bully Prevention Month. Mr. Sanchez said that there are planned activities that will take place in the community. Mr. Sanchez said we should not stop there in the community; we should keep the prevention process on-going. October 20th an activity is being planned at the Geneva Chavez Center commencing at 6 pm. More information to follow from Mr. Sanchez.

Additional Information:

October 28th Meeting of CYC: Buckman Diversion Project representatives will make a presentation.

Mr. Sanchez recommended that the meeting structure be evaluated to conduct meetings within a 1-hour time frame. It was recommended when guests are in attendance and on the agenda that they be given a time allotment and allow for discussion.

Next Meeting: October 28, 2014 at 6:00 pm. A meeting will be held in November and no meeting in December.

Mr. Sanchez will work on the Muchas Gracias for Sue Hermann, Michael Multari and Ernestine Gallegos de Hagman.

Mr. Sanchez informed the CYC members that he will begin doing site visits and extended the invitation to the committee members if they have interest in attending. Doing the site visits will give a better picture of their status and allow Mr. Sanchez to ask questions and get answers to any outstanding matters.

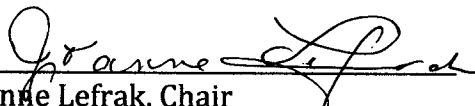
7. Matters from the Floor

None

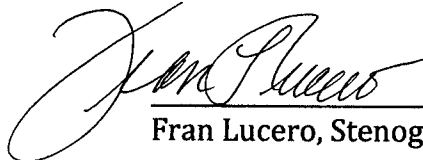
8. Adjournment

There being no further business to come before the Children and Youth Commission, the meeting was adjourned at 7:00 pm.

Signature Page:



Joanne Lefrak, Chair



Fran Lucero, Stenographer