



Agenda

DATE 7/18/14 TIME 8:59 AM

SERVED BY Chris Sanchez

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**CHILDREN AND YOUTH COMMISSION MEETING
Summer Planning Retreat**

**Tuesday, July 22, 2014
Santa Fe Prep (Library)
1101 Camino de Cruz Blanca
Santa Fe, NM 87507
9:00am-4:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: June 24, 2014
4. New Business:
 - a. Children & Youth Commission Request for Proposal and Evaluation Tool Review and approval.
 - b. Review and approval of RFP for 60k designated for data, board and capacity development of approved contract agencies.
 - c. Review and approval of Children & Youth Commission Policy and Procedures Manual and Operating Manual.
5. Old Business:
 - a.
6. Comments from the Chair and Commissioners
7. Report from Staff:
 - a.
8. Matters from the Floor
9. Adjournment

TO ACCOMMODATE THOSE WITH SENSITIVITIES, PLEASE REFRAIN FROM WEARING FRAGRANCE.

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

CHILDREN AND YOUTH COMMISSION

Summer Retreat

July 22, 2014

9:00 AM – 3:00 PM

MINUTES

The Children and Youth Commission meeting was called to order by Ms. Sue Herrmann, Chair at 9:00 am. A quorum was declared by roll call. Meeting was held at Santa Fe Prep, Conference Room, 1101 Camino de Cruz Blanca, Santa Fe, NM

Roll Call:

Present:

Sue Anne Herrmann, Chair

Thomas Bustamante

Dolores Fidel

Michael Multari

Jill Reichman

Joanne Lefrak

Paige Aarniokoski

Others Present:

Chris Sanchez, Staff Liaison

1. Approval of Agenda:
Mr. Bustamante moved to approve the agenda as presented, second by Mr. Multari, motion carried by unanimous voice vote.
2. Approval of Minutes
Mr. Multari moved to approve the minutes for June 24, 2014 as presented, second by Ms. Reichman, motion carried by unanimous voice vote.
3. New Business
 - a. RFP Evaluation Tool – Was amended and edited by the Commission and moved for approval as presented with amendments and editions was moved by Mr. Bustamante and second by Ms. Lefrak, motion carried by unanimous vote. Motion to postpone the review and approval of the Request for Proposal was moved by Mr. Bustamante and second by Ms. Lefrak, motion carried by unanimous vote.
 - b. Review and approval of RFP (Scope of Services) for 60K designated for data, capacity development of approved contract agencies. Motion to amend funding recommendation to decrease number of organizations previously selected for data collection from twelve to five and to take other appropriate action as necessary was moved by Mr. Bustamante as presented, second by Ms. Aarniokoski, motion carried unanimous voice vote.

c. Children and Youth Commission Operations Manual was reviewed by the Commission and move for approve by Mr. Multari as presented with edits, second by Ms. Reichman, motion carried by unanimous voice vote. The Policy and Procedure Manual was deferred back to City Staff, as the Manual is focused on the day to day functions of City Staff. Motion was carried by Mr. Multari as presented, second by Ms. Reichman, motion carried unanimous.

4. Old Business

None

5. Comments from the Chair and Commissioners

Thank you to the Commissioners and Chris Sanchez, Staff Liaison for the exemplary processing during our Summer Retreat.

6. Report from Staff

None


7. Matters from the Floor

None

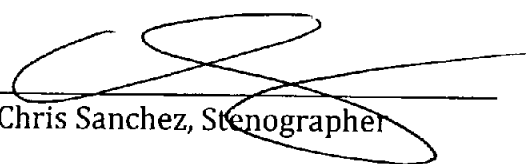
8. Adjournment

There being no further business to come before the Children and Youth Commission, the meeting was adjourned at 3:00 pm.

Signature Page:



Sue Anne Herrmann, Chair



Chris Sanchez, Stenographer