City of Santa Fe

Agenda

CITY CLERK'S OFFICE
DATE 8/12/15 TIME 9:31am
SERVED BY Chris Sanchez
RECEIVED BY Alicia Martinez

CHILDREN AND YOUTH COMMISSION MEETING

Monday, August 17, 2015
Market Station
Conference Room
500 Market Station
6:00 p.m.-7:00 p.m.

1. Call to Order

2. Approval of Agenda

3. Approval of Minutes: July 20, 2015

4. New Business:
   a. Action Item:
      - Review Data Project Submissions and Approve of a Contract
      - Review and approval of "My Brother's Keeper Community" Resolution
      - Review and Approval to Revisions to the Children and Youth Commission Key Indicators and Outcomes.

   b. Review of Data collected by Mayor Gonzales' Children, Youth and Family Community Cabinet

5. Old Business:
   a. Status of Revisions to the Children and Youth Commission Request for Proposal and Evaluation

6. Comments from the Chair and Commissioners

7. Report from Staff
   a. Review of FY 2015 Final Quarterly Report
   b. Terrie Rodriguez's Retirement

8. Matters from the Floor

9. Adjournment

CHILDREN & YOUTH COMMISSION
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August 17, 2015

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1. Call to Order and Roll Call	The Children and Youth Commission meeting was called to order by Ms. Joann Lefrak, Chair at 6:03 p.m. A quorum was declared by roll call.	1
2. Approval of Agenda	*Ms. Salazar moved to approve the Agenda as presented, with a second from Mr. Bustamante which passed by unanimous voice vote.*	1
3. Approval of Minutes July 20, 2015 *Retreat*	**Corrections:** Mr. Bustamante ~~differed~~ differs to Mr. Sanchez regarding the impact of changing the Quarterly Report to Semi Annual. Mr. Sanchez did state he is able to conduct a site visit, the Quarterly Reports are a good check and balance for him, as it pertains to the guarantee fulfilling the ~~grand~~ grant requirements. Ms. LeFrak then asked Mr. Sanchez to briefly walk the Commission through each of the documents used, which included: My Brother's ~~Keep~~ Keeper *Ms. Salazar moved to approve the minutes from July 20, 2015 as amended, with a second from Mr. Bustamante which passed by unanimous voice vote.*	1 1
4. New Business		1
a. Action Item		
• Review Data Project Submissions and Approve Contract	*Ms. Salazar motioned to accept the submission of Jill Reichman, PhD, with a second from Mr. Martinez, which passed by voice vote. Mr. Bustamante recused himself from the vote. (See Exhibit A1, A2 and A3)*	1
• Review approval of "My Brother's Keeper Community" Resolution	*Mr. Bustamante moved to approve the Resolution, with a second from Ms. Salazar, which passed by unanimous voice vote.*	1
• Review and Approval to Revisions to the Children and Youth Commission Key Indicators and Outcomes	*Ms. Salazar moved to approve the Key Indicators and Outcomes as amended, with a second from Mr. Bustamante which passed by unanimous voice vote.*	2
b. Review of Data Collected by Mayor's Cabinet	Informational	2
5. Old Business • Status of Revisions to the Children and Youth Commission Request for Proposal and Evaluation	Informational	2
6. Comments from Chair and Commissioners	Informational	2
7. Report from Staff • Review of FY 2015 Quarterly Report • Terrie Rodriguez's Retirement	Informational and Handout *(see Exhibit B)* Informational	2 3
8. Matters from the Floor	Informational	3
9. Adjournment	There being no further business before the Children and Youth Commission, the meeting was adjourned at 7:12 p.m.	3
10. Signature Page		3

CHILDREN AND YOUTH COMMISSION

AUGUST 17, 2015- CITY OF SANTA FE RAILYARD OFFICES
6:00 PM -7:12 PM
Meeting Minutes

1. The Children and Youth Commission meeting was called to order by Ms. Joann Lefrak, Chair at 6:03 p.m. A quorum was declared by roll call.

Roll Call

Present

Joanne Lefrak, Chair
Thomas Bustamante
Lisa Salazar
Allegra Love
Gus Martinez

Not Present

Catherine Katie Dry, Excused
Jill Reichman, PhD

Others Present

Chris Sanchez, City Liaison
City Councilor Carmichael Dominguez
Linda Vigil, Stenographer

2. **Approval of Agenda**
   Ms. Salazar moved to approve the Agenda as presented, with a second from Mr. Bustamante which passed by unanimous voice vote.

3. **Approval of Minutes: July 20,2015**
   Ms. Salazar moved to approve the minutes from July 20, 2015 as amended, with a second from Mr. Bustamante which passed by unanimous voice vote.

4. **New Business:**

   a. Action Item:

      - Review Data Project Submissions and Approve a Contract

   The committee reviewed and discussed the Data Project Submissions with the contract to begin before the next Commission meeting. *(see Exhibits A-1 to A-3)* A brief discussion was held about each submission.

   Ms. Salazar motioned to accept the submission of Jill Reichman, PhD, with a second from Mr. Martinez, which passed by voice vote. Mr. Bustamante recused himself from the vote.

   Review and approval of "My Brother's Keeper Community" Resolution

   Mr. Sanchez presented the Resolution previously presented by the Mayor.
   After a brief discussion it was decided to make changes however it would be best to move the Resolution on first.

Mr. Sanchez will work with the approved contactor to make the changes and write up an implementation plan for job and valuable work experience and mold it in with what is currently in place.

Mr. Bustamante moved to approve the Resolution with the understanding these changes will be discussed and made, with a second from Ms. Salazar, which passed by voice vote.

- Review and approval to Revisions to the Children and Youth Commission Key Indicators and Outcomes

A brief discussion was held about the revisions of information on the Supplemental Education for School Age Children and the Healthy Lifestyles. Mr. Sanchez will make the changes as recommended:

The 16- 18 year olds reengaged to school will be moved to the Education for School Age Children column.

19-24 year olds reengaged to education job and or training. Will change to be 18-21 year olds reengaged to education and job and or training with moved to the Education for School Age Children column also, after discussion it was decided it will remain in the Healthy Lifestyles Column.

Ms. Salazar moved to approve the Key Indicators and Outcomes as amended, with a second from Mr. Bustamante which passed by unanimous voice vote.

b. Review of Data collected by Mayor Gonzales' Children, Youth and Family Community Cabinet

Mr. Sanchez reviewed the informative power-point Presentation of the Mayor's Collection of data. A brief discussion was held.

5. Old Business

a. Status of Revisions to the Children and Youth Commission Request for Proposal and Evaluation

Mr. Bustamante presented the Proposal as he did at last month's retreat and made the changes that were discussed. A brief discussion was held, Ms. LeFrak will also make some changes.

6. Comments from the Chair and Commissioners

Ms. LeFrak passed out a resume for a vacancy on the Commission. Mr. Sanchez mentioned there are others interested, once they compile them the Commission can review and choose candidates.

7. Report from Staff

a. Review of FY 2015 Final Quarterly Report

Mr. Sanchez passed out and briefly explained the Quarterly report. *(see Exhibit B)* Mr. Sanchez gave a brief explanation of the monies not spent and how they are saved for the next year.

b. Terrie Rodriguez's Retirement

Mr. Sanchez announced Ms. Rodriguez retired and he is now acting Director of Community Services until the position is filled.

8. Matters from the Floor

City Councilor Carmichael Dominguez was visiting the Commission to say hello and thank the members for their work.

9. Adjournment

There being no further business before the Children and Youth Commission, the meeting was adjourned at 7:12 p.m.

Joanne LeFrak, Chair

Linda Vigil, Stenographer

Data Project

City of Santa Fe
Community Services Department
Youth and Family Services Division
500 Market Street, Suite 200
Santa Fe NM 87501

RE: 2015-2016 Data Development Project – Request for Qualifications

Dear Ms. Rodriguez:

I am writing and attaching my resume in response to the above-mentioned RFQ. As you will see, I have significant and extensive experience working at many levels within the child and family serving system, which provides a unique perspective and thorough understanding of the importance of a functional data development system for tracking and oversight purposes.

PROFESSIONAL QUALIFICATIONS
As a Spanish/English bilingual, bicultural resident of Santa Fe County for over ten years, I am very familiar with the diverse population of individuals and stakeholders within our community. I have worked extensively with a number of professionals and organizations within the City of Santa Fe, as well as at the county, state and national levels. I am skilled in building bridges amongst diverse groups, and have been successful in finding solutions in situations of challenge.

Following are details of my professional qualifications in a number of areas:

Administrative
- Served as the Deputy Cabinet Secretary for the Children, Youth and Families Department (CYFD) of New Mexico. Responsible for the administration, management and organization of all programming and service delivery for Early Childhood Services, Protective Services and Youth & Family Services Divisions within CYFD. Had direct report and accountability to the Cabinet Secretary for the implementation of all child and family serving programs, and responsible for creating and implementing policy that reflected best practices and supported the overall mission of the department.

Organizational
- Developed, coordinated and was responsible for oversight of multiple service systems, programs and staff both within and external to CYFD.
- Implemented the establishment of a Research Review Committee within CYFD, which served to approve, oversee and monitor all research and studies involving children, youth, families and staff involved with or related to CYFD.
- Participated in the development, training, and facilitation of the State of New Mexico's Cross-Agency Local Collaborative Regional Teams.

EXHIBIT
A-1

- Coordinated extensive list of behavioral health service outreach and service provider sites while providing multi serviced case management for individuals with an array of psychosocial difficulties.
- Participated on various committees to create outcome measures and tools for measuring program effectiveness both in Alameda County, California and for the State of New Mexico.

Communication

- Extensive experience presenting publicly – in multiple settings and to a variety of audiences – regarding a variety of initiatives, systems development and a numerous social issues affecting children, youth and families.
- Worked directly with representatives of two Mexican Consular Offices that service youth and families within New Mexico.
- Served as the Director of Communications for ValueOptions New Mexico, which consisted of the coordination of media events & public relations, document publication, and website management.
- Served as a Spanish-English interpreter in a variety of legal and social settings.
- Studied and practiced the philosophies and strategies of Conflict Resolution and Mediation.

Cross-cultural

- Experienced in communication and coordination between large state department and representatives from multiple sovereign nations, including Native American Tribes and Mexico.
- Served as member of multi-cultural outreach team representing eight specific languages and twelve distinct cultures.
- Specialized in the issues and needs of individuals representing non-dominant culture.
- Provided services to clientele and worked collaboratively with service providers and government staff in multi-racial communities.
- Lived and worked with people of various cultural and socio-economic strata both within and outside of the United States.

SCOPE OF WORK

I am presently familiar with the work of the Children and Youth Commission, and have been an active provider of information to the Birth to Career Collaborative – Data Team, specifically as related to data and outcomes for Early Childhood Services being provided within our community. In addition, I have been an active professional and member within our community for many years and therefore, am familiar with, and in many cases have established relationships with, the various agencies serving children and families in Santa Fe.

Furthermore, I am skilled at gathering existing information efficiently and respectfully, and assisting individuals and agencies in a supportive manner to

develop indicators that will help move organizations to the next level. In my experience, the information necessary for moving toward better data collection and reporting is often existent or at least partially existent within existing structures. It is simply a matter of repackaging the information or making a few shifts in the way in which data is collected and reported on. Furthermore, I have found that once agencies have established ways of collecting, viewing and analyzing data in a user-friendly way, they become excited about the further development, management and utilization of data for both the reporting of outcomes, as well as for day-to-day operations.

Assisting agencies in reporting the impact of their services – both quantity and quality – brings me much joy and satisfaction. With experience as both a provider of direct care services, as well as an administrator of services for children and families, I find it especially impactful to combine data with individual stories of progress and success. I welcome the opportunity to share successes, as well as areas of challenge, with existing community partner groups in an effort to provide a more holistic view of what is presently occurring within our community at large, and when possible, to provide opportunities and ideas for streamlining services and maximizing resources. I welcome the opportunity to work with existing data collection efforts and to provide regular reports to the Youth Commission.

Finally, I have extensive experience in the research and implementation of evidence-based programs and promising practices that fit the specific and unique needs of our Santa Fe community.

DELIVERABLES

Based on previous experience and knowledge of the existing children serving system, I feel confident in my ability to assist the funded nonprofit organization in the development of new, or enhancement of existing, targeted outcomes in line with the key indicators as identified by the Commission. In terms of developing a system to capture, analyze and report data to the Commission, it is quite possible that some type of system(s) already exists within each of the funded agencies. This is information that will need to be gathered and confirmed on an individual basis during the initial meetings with funded organizations. Should a system for reporting not exist within a particular agency, steps will be made to establish a basic reporting mechanism that meets the needs/expectations of the Children and Youth Commission. All activities will be reported on a monthly basis, and final recommendations on achievable next steps will be developed and communicated to the Commission in a timely and clear manner.

PROPOSED FEE□

Should my services be selected to support the Data Development Project, the cost of activities and deliverables will not exceed $49,000.00. I am need of additional detailed information, i.e. numbers of funded contractors in need of service/support, etc., in order to develop a proposed budget.

In summary, I welcome the opportunity to further discuss the Data Development Project and provide any additional information as requested and/or required. I am confident in my ability to provide the Children and Youth Commission with a thorough assessment of current data systems in existence, and to assist funded agencies in the development of clearly articulated outcome measurements, including ways to gather, analyze and report on the impact of services/supports provided by city-funded organizations.

As an aside, I am currently employed by United Way of Santa Fe County, though have given notice of termination of employment. I am in the process of transitioning from UWSFC employee to independent consultant/contractor. Should you have questions or need additional information regarding specifics of the transition, please do not hesitate to contact me.

Thank you for your consideration.

Sincerely,

Marisol

Marisol Atkins, Consultant
(505) 603-0123
marisol.atkins@gmail.com

July 23, 2015

Adele T. Rodriguez
City of Santa Fe
P.O. Box 909
Santa Fe, NM 87504-0909
atrodriguez@santafenm.gov
Re: Children & Youth Commission Request for Qualifications Submission

Dear Ms. Rodriguez,

Attached please find proposal documents in response to your Request for Qualifications for the Children & Youth Commission's 2015-2016 Data Development Project.

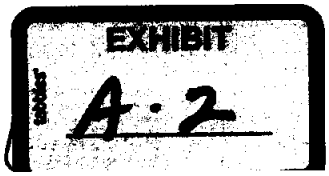
The budget estimate for this project is $48,997.20. Direct Costs are estimated at $44,550; Materials, Supplies etc., are estimated at $396.48. Because all Travel is local, the estimate is $403.20 for the period of September 1, 2015 through May 31, 2016. Gross Receipts Tax will be $3647.52.

I look forward to the opportunity to work with the Commission and its grantees.

Best regards,

Jill S. Reichman

Please direct all communication regarding this submission to:
Jill S. Reichman, PhD
333 Montezuma Avenue
Suite 100
Santa Fe, NM 87501
jillsreichman@gmail.com
(505) 660-1416



Qualifications
Jill Reichman, PhD, will be the Project Director of the Commission's Data Development Initiative.

Four generations of her family have called New Mexico home and Dr. Reichman has lived, worked and raised her family in Santa Fe for over twenty years. Her professional career spans decades of diverse nonprofit and foundation experience and she has collaborated with numerous public, private, and government leaders on behavioral and physical health, education, and early childhood issues. As a grant writer and evaluator, she is knowledgeable about all aspects of the grant making process and understands how to maximize social impact. She has collected, analyzed and reported the impact of federal, state and local funding to nonprofit agencies and her experience in the domains of health, education and youth development, as well as her ability to synthesize the latest research and deploy best practices, has directly improved outcomes for clients.

An effective manager of people, data and budgets, her work philosophy encompasses a strong belief in fostering continuous learning and quality improvement processes.

As a member and Vice Chair of both the Maternal & Child Health Council and Santa Fe Children & Youth Commission, she has been directly involved in promoting early childhood education, home visitation, quality childcare, maternal/child health and wellness, and youth development and education. She co-authored the first-ever grant evaluation protocol for the Children & Youth Commission as well as participated in the (ongoing) revision of the Commission's RFP solicitation document. She has actively collaborated with the Santa Fe Community Foundation, Santa Fe Public Schools, Santa Fe Community College, Communities in Schools, United Way, etc., on the birth to career data team. This is an effort to launch a Collective Impact Initiative that will positively affect data collection, analysis and ultimately public policy as they relate to children and families in Santa Fe County. She has also collaborated with the above stated partners in designing and implementing an alternative educational pathway for long-term suspended students.

Dr. Reichman's training is in Psychology and Medical Anthropology. She earned a bachelor's degree in literature from Wellesley College (Magna Cum Laude, Phi Beta Kappa) and her PhD from the University of Chicago. In her work as a Medical Anthropology researcher and program evaluator she has employed an interdisciplinary and cooperative approach to solving complex social problems. Her personal understanding of the deep cultural, economic and societal forces impacting our communities has allowed her to craft cost effective, sustainable, and high impact solutions in collaboration with government, private and community foundations. She is very passionate about serving our children and families is devoted to assisting local nonprofits deliver high quality and culturally informed services.

Sampling of Projects

SANTA FE INSTITUTE FOR SOCIAL RESEARCH Santa Fe, NM
Founder and Director
Established a research and consulting firm focusing on education, health and social issues that have deep impact on local communities with the goal of improving the well-being of New Mexicans.

Philanthropy Consultant
Consult with private foundations on grantmaking strategy and systems to increase social impact.
• Concentrating on measureable and meaningful change, educate and assist foundation boards and staff to identify organizations that are best poised to deliver high-impact opportunities for investment in New Mexico, Texas, Chicago and New York.
• Create RFPs and oversee grant review processes; evaluate grant proposals, conduct site visits, assess organizational capacity and provide technical assistance on data collection, etc.

The Life Link Santa Fe, NM
Grant Evaluator
Invited by the Executive Director to co-author a multimillion dollar Federal Substance Abuse and Mental Health Services Administration (SAMHSA) grant that focused on providing mental health services and supportive housing to homeless clients and their families.
• Worked with staff to insure that all aspects of grant implementation met SAMHSA requirements.
• Designed qualitative assessment tools; analyzed qualitative (interview) and quantitative (statistical) outcome data.
• Conducted site visits and fidelity audits of evidence-based practices utilized by agency staff.
• Appraised organizational culture and workflow systems with stakeholders of diverse backgrounds. Managed evaluation budget and oversaw data collection efforts by staff members.
• Presented quarterly evaluation (quality improvement) reports to the Executive and Clinical Directors and attended annual grantee conference in Washington, DC for training and cross-agency collaboration.

Pacific Institute for Research and Evaluation (PIRE) Albuquerque, NM
Associate Research Scientist
Served on a NIMH-funded grant to assess the impact of a system-wide shift in the delivery of behavioral health services to indigent populations of NM and evaluated a state-funded pilot project of the "Milwaukee Method" Clinical Home treatment for youth and their families. Continue to serve as a visiting associate research scientist.
• Collaborated with 10 analysts to canvas 14 safety-net facilities in 3 urban and 3 rural areas across NM.
• Assessed utilization by diverse stakeholders as they adapted to large-scale policy and funding stream shifts.

• Achieved a high response rate among a hard-to-track homeless mentally ill population.
• Analyzed data, published findings, and presented outcomes at national conferences.

NM Behavioral Health Services Division Santa Fe, NM
Health Services Researcher
Co-authored a needs assessment with the Interagency Behavioral Health Purchasing Collaborative (IBHPC) and the New Mexico Legislative Finance Committee (LFC) for a comprehensive, statewide plan for the treatment of adolescent opioid addicts.
• Assessed population usage patterns, treatment resources and resource gaps for young users of heroin and prescription opioids in communities across NM.
• Analyzed qualitative and quantitative data collected from 20 Core Service Agencies and 4 Inpatient Substance Use Treatment Centers.

Immigrant Women's Health Initiative Santa Fe, NM
Principal Investigator
Designed and implemented a multi-year ethnographic study of local female Mexican migrants' rate of acculturation to US health beliefs while collaborating with a diverse range of local government agencies and nonprofit stakeholders. Supervised all aspects of budgeting and financial management of grants and contracts. Published/presented findings.

Research Collaboration
Collaborated with research teams at the Universities of New Mexico, San Diego, Michigan, Chicago, Rutgers and Wellesley College, etc., on grants supported by the MacArthur, Spencer, and Ford Foundations as well as the National Institute for Mental Health (NIMH), Substance Abuse and Mental Health Services Administration (SAMHSA), and National Institute of Health (NIH).

Scope of Work

In collaboration with the Children & Youth Commission, Dr. Reichman recognizes the importance of developing a system for capturing and reporting data that will enable the Santa Fe Children and Youth Commission to accurately gauge the effectiveness and community impact of its funding decisions.

In order to adequately measure the influence on the community of its programs, the Commission has already—by means of a "Results Based Accountability" approach—identified a number of robust indicators with which to measure the community's progress toward the goals of promoting healthy lifestyles, providing high quality early education for children 0-5 years old, and allowing access to exceptional supplemental education for school-age children.

1) Dr. Reichman will determine whether a defined subset of the grantees' current performance measures align with the Commission's stated mission, funding categories, desired results and elected indicators. Because the Commission funds a wide variety of grantees with diverse areas of emphasis, this work will be performed one-on-one in individual agencies. Familiarity with, sensitivity to, and overall cultural competence with respect to the non-profit contexts will be essential components of this preliminary process.

2) To gain a better understanding of the impact of Commission funding decisions, individual grantee performance in relation to key Commission indicators must be assessed by means of proximate measures of program effectiveness that rely on data collected from the grantees themselves. In many cases, grantees have little if any capacity to measure their programs' effectiveness; in a handful of cases, grantees have well established data collection, analysis and reporting protocols already in place. Each grantee's data collection requirements will be determined in close consultation with program leadership and staff and it is recognized that sources and type of performance data will vary across grantees. In some cases, grantees may desire to collect information that is of limited use for the Commission but will nevertheless assist them in evaluating and reporting program effectiveness to new and/or different funders. It is understood that this is one of the goals of the Commission: to assist grantees in securing alternate funding resources.

3) Grantees will receive assistance in designing and implementing a data collection tool so that they can track the information that will help them evaluate their programs' effectiveness. On-going technical assistance will be provided to assist them in determining whether the data they have collected is relevant, reliable and valid.

4) In some cases, and perhaps over time, in the event grantees' current services and programs are not effectively aligned with Commission goals, desired results and indicators, or in the event service outcomes do not illustrate a program's effectiveness, it may be necessary to research potential Evidence Based Procedures (EBPs) in conjunction with grantee leadership. EBP implementation, fidelity assessment, and (refined) data collection and analysis will be provided on an as-needed basis.

5) It will be necessary to collaborate with the Commission to design a data collection system and repository for the data submitted by grantees. Ideally, this system will integrate with or otherwise complement the Commission's proposed online RFP/Grant Evaluation Tool. Together, these two online systems will aid in assessing and reporting on program effectiveness and thus inform future Commission funding decisions.

6) The aforementioned procedures will be refined and replicated for use with additional subsets of grantees, if funding permits, in subsequent years.

7) In order to keep current on progress made on SFCF/Mayor's Cabinet Collective Impact endeavors, as well as other data collection projects underway, the Project Director will attend meetings including—but not exclusive to—the Santa Fe Community Foundation B2C Data team, Mayor's Cabinet, Christus St. Vincent, etc. It is imperative, as well, that the Project Director regularly attend Commission meetings with the intent of updating Commission members.

8) It should be noted that all Commission key indicators can be measured with data presently collected at the City and County level by entities such as the U.S. Census, State Department of Health and Public Education Department. However, as has often been discussed at Commission and SFCF B2C convenings, it is not realistic to expect even the most well-funded and effective local non-profit to measurably impact population level indicators such as the teen suicide or graduation rates either within a given funding cycle, or even over greater lengths of time. Commission—as well as Collective Impact member—discussions about how to link grantee programmatic efforts and outcomes with larger, population level indicators will be ongoing and previous engagement with community partners such as the Santa Fe Institute (where these sorts of questions are being tackled) will be developed further.

Budget Justification
Children & Youth Commission's 2015-2016 Data Development Project

Project Dates:
September 1, 2015 – May 31, 2016

Direct Costs:
Forty-five +/- hours a month of direct services provided by Dr. Jill Reichman to Commission and non-profit grantees at a government rate of $110/hour for a total of $44,550.

Travel:
20 miles a week to meetings with Chris Sanchez, non-profit grantees, Santa Fe Community Foundation, etc., at a rate of $0.56/mile for a total of $403.20.

Supplies, Materials, Printing and Duplication:
Miscellaneous office supplies, copies, etc., for $396.48

Gross Receipts Tax:
$3647.52

No Fringe Rate Will Be Charged

Total Project Costs:
$48,997.20

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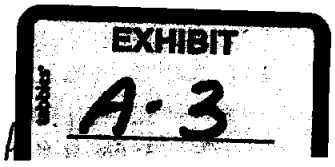
WORK EXPERIENCE

VP Operations and Program Development – United Way of Santa Fe County
Santa Fe, New Mexico
2012 – present
Administration and management of agency programming for expectant families and those with young children through age five. Includes oversight of two home visitation programs, one quality early learning center, and a variety of family support services provided throughout the community. Requires ongoing collaboration and communication with extensive and diverse group of stakeholders including agency staff, family participants, community partners, and state and local government funders.

Executive Director – Partners in Wellness
Los Lunas, New Mexico
2011 – 2012
Administration, management and organization of new non-profit substance abuse and mental health treatment center. Included direct report to agency board of managers and oversight of all clinical and administrative staff. Responsible for growing treatment services and training institute, developing and managing within agency budget, and overseeing utilization of state-owned building. Required ongoing collaboration and communication with extensive and diverse group of stakeholders including agency partners, state and local government funders, state legislators, and local community members.

Deputy Cabinet Secretary - Children, Youth and Families Department
Santa Fe, New Mexico
2006 - 2010
Administration, management and organization of all programming and service delivery for Early Childhood, Juvenile Justice, Protective Services, and Youth & Family Services Divisions within department of approximately 2000 staff. Included direct report and accountability to the Cabinet Secretary for the implementation of all programs for youth and families involved or at risk of involvement with CYFD. Responsible for creating and implementing policy that reflected best practices and the overall mission of the department.

Communications Director - ValueOptions New Mexico
Santa Fe, New Mexico
2005 – 2006
Administration, management and organization of all aspects of communication for Behavioral Health Statewide Entity. Charged with serving as the administrative program liaison from ValueOptions New Mexico to the Local Collaborative Steering Committee and the State Behavioral Health Planning Council. Assisted in the coordination of ValueOptions New Mexico's regional efforts and program administration. Included responsibility for external and internal communications, including website management, media events, public relations, newsletters and document publication. .



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Children's Behavioral Health Coordinator - Children, Youth and Families Department
Santa Fe, New Mexico
2004 – 2005
Administration and management of Children's Behavioral Health services for the state of New Mexico. Participated extensively in the development and implementation of the Behavioral Health Redesign within the state. Developed and implemented training curricula and materials for the Cross-Agency Local Collaborative teams. Provided support and supervision for members of the state Cross-Agency Teams (CATs), as well as for statewide behavioral health community stakeholders involved in the process of forming Local Collaboratives. Organized, implemented and supervised start-up of statewide Functional Family Therapy (FFT) program. Provided support and guidance for both staff and administrators working within FFT program.

Child Welfare Worker - Alameda County Social Services Agency
Hayward, California
2001 – 2004
Supervision and clinical case management of children, families and foster care providers within protective services setting. Responsible for creation and submission of dependency petitions and dispositional reports through the Children's Court System. Conducted clinical investigations and interviews with children, families and other community members in order to create treatment plans with appropriate service recommendations. Supervised family visits and reported on the progress of children, families and service providers. Participated with upper management in a series of efforts aimed at improving the delivery of service by streamlining processes, improving communication and raising staff morale.

Treatment Coordinator - Namaste, Inc.
Santa Fe, New Mexico
2000 – 2001
Supervision and clinical case management of children, families and treatment foster care providers within protective services setting. Responsibilities included clinical case reviews and assessment of appropriate levels of care for children with diagnoses of Reactive Attachment Disorder. Conducted clinical interviews with children, families and other community members in order to create treatment plans with appropriate services recommendations. Supervised family visits and reported on the progress of children, families and service providers.

Clinical Outreach Worker - La Clinica de La Raza
Oakland, California
1999 - 2000
Administration and supervision of pilot project related to Temporary Aid for Needy Families (TANF) recipients receiving behavioral health services. Developed outcome measures and program enhancements for the Alameda County pilot project. Assisted in the development of a media campaign and additional outreach techniques. Conducted clinical interviews with individuals and families to assess for stressors relating to mental health, substance abuse and domestic violence. Provided brief clinical therapy for individuals and families pending their acceptance into long term treatment services.

Marisol Atkins
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Clinical Counseling Therapist Intern - East Bay Community Recovery Project
Oakland, California
1998-1999
Supervision and clinical case management of individuals with dual diagnoses in their transition from homelessness to a supportive residential facility. Provided individual and group therapy that focused on issues related to mental health, substance abuse, domestic violence and poverty. Provided employment support and life skills training, as well as crisis counseling and safety interventions for individual adults and their families.

Clinical Counseling Therapist Trainee - John F. Kennedy Community Counseling Center
Pleasant Hill, California
1997-1998
Provision of clinical behavioral health therapy for children, individual adults and families within a community counseling center setting. Utilized various clinical techniques to help support and guide clients through emotional and psychological difficulties and personal development.

Pre-School Teaching Assistant - Rising Star Montessori School
Alameda, California
1996-1997
Supervision and education of children in preschool through elementary setting. Implemented and enhanced Montessori curriculum as developed by certified Montessori instructors. Developed and implemented an after-school program, which included art, basic Spanish skills, physical education and cultural activities.

Juvenile Corrections Officer - Okanogan County Juvenile Detention Center
Okanogan, Washington
1996
Supervision of young offenders within county juvenile detention center. Provided guidance, assistance and support in daily activities. Assisted youth in their personal and social development through therapeutic group processes and one-on-one interventions.

Residential Treatment Worker - OZ San Diego
San Diego, California
1996
Supervision, guidance and assistance provided to at-risk teenagers with daily activities and personal growth in a residential group home. Provided clinical interventions and life-skills training, in addition to running therapeutic treatment groups.

English-Spanish Interpreter - Okanogan County Superior Court / Scott Stuart Law Offices
Okanogan, Washington
1991-1992
Provision of English and Spanish language translations within district court, legal office, and adult detention settings.

EDUCATION

MA Counseling Psychology
John F. Kennedy University
1996 – 1999

BA Psychology
United States International University
1992 – 1995

Marisol Atkins
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Santa Fe, NM 87508
(505) 603-0123
marisol.atkins@gmail.com

REFERENCES

Dorian Dodson, Former Cabinet Secretary, CYFD
(505) 670-1119

Vicki Johnson, Creator, First Born® Home Visitation Program
(575) 538-8396

Patty Gutierrez, Administrative Assistant, Agave Health
(505) 859-0447

Lisa Church, Former Program Supervisor, United Way of Santa Fe County
(505)

Kim Cobbs, Former Bureau Chief, CYFD
(505) 670-6614

Terrance McCarty, Juvenile Corrections Officer, CYFD
(505) 688-1294

Children & Youth Commission Quarterly Report 2014-2015

	Organization	Total Award	1st quarter received	2nd quarter received	3rd quarter received	4th quarter received	Total amount paid out to date	Balance Remaining	Percentage Remaining
1	ARTSMART	$ 10,000.00	10/14/2014	01/12/2015	04/14/2015	07/16/2015	$ 10,000.00	$ -	0%
2	Big Brothers Big Sisters	$ 10,000.00	10/17/2014	01/15/2015	04/15/2015	07/16/2015	$ 10,000.00	$ -	0%
3	Boys & Girls Club of Santa Fe	$ 45,000.00	10/14/2014	01/21/2015	03/31/2015	07/17/2015	$ 44,992.82	$ 7.18	0%
4	Communities in Schools	$ 25,000.00	10/18/2014	01/15/2015	05/29/2015	07/16/2015	$ 25,000.00	$ -	0%
5	Cooking with Kids	$ 30,000.00	10/17/2014	01/12/2015	04/14/2015	07/16/2015	$ 30,000.00	$ -	0%
6	First Serve	$ 20,000.00	12/11/2014	01/20/2015	04/21/2015	07/16/2015	$ 20,000.00	$ -	0%
7	Gerard's House	$ 25,000.00	10/18/2014	01/20/2015	04/17/2015	07/16/2015	$ 25,000.00	$ -	0%
8	Girls Inc. of Santa Fe	$ 25,000.00	10/15/2014	01/21/2015	04/27/2015	07/24/2015	$ 25,000.00	$ -	0%
9	Girls on the Run of Santa Fe	$ 8,000.00	10/17/2014	01/14/2015	04/15/2015	07/10/2015	$ 7,993.75	$ 6.25	0%
10	Impact Personal Safety	$ 15,000.00	10/16/2014	01/15/2015	04/15/2015	07/21/2015	$ 15,000.00	$ -	0%
11	International Folk Art Museum	$ 20,000.00	10/17/2014	01/12/2015	04/27/2015	07/16/2015	$ 20,000.00	$0.00	0%
12	Las Cumbres Community Serv.	$ 65,000.00	10/17/2014	01/15/2015	04/27/2015	07/16/2015	$ 65,000.00	$ -	0%
13	National Dance Institute	$ 10,000.00	10/15/2014	01/21/2015	04/27/2015	06/04/2015	$ 10,000.00	$ -	0%
14	NM Center for Therapeutic Riding	$ 15,000.00	10/17/2014	01/21/2015	04/27/2015	06/09/2015	$ 15,000.00	$ -	0%
15	NM Suicide Intervention Project	$ 70,000.00	10/17/2014	01/12/2015	04/27/2015	07/16/2015	$ 70,000.00	$ -	0%
16	New Vistas	$ 25,000.00	10/14/2014	01/15/2015	04/21/2015	07/21/2015	$ 25,000.00	$ -	0%
17	Odd Fellos SFPS Music Program	$ 10,000.00	10/18/2014	01/12/2015	07/02/2015	07/16/2015	$ 10,000.00	$ -	0%
18	PIE Medical Science/Scrub Club	$ 5,000.00	N/A	N/A	N/A	07/16/2015	$ 4,564.00	$ 436.00	9%
19	Partners in Education Foundation/SFPS	$ 35,000.00	10/28/2014	01/15/2015	04/15/2015	07/16/2015	$ 35,000.00	$ -	0%
20	Planned Parenthood of NM	$ 9,500.00	10/10/2014	01/21/2015	04/13/2015	07/16/2015	$ 9,500.00	$ -	0%
21	Presbyterian Medical Services	$ 20,000.00	10/18/2014	01/15/2015	04/15/2015	07/15/2015	$ 20,000.00	$ -	0%
22	Randall Davey Audubon Center	$ 29,000.00	10/10/2014	01/14/2015	04/27/2015	07/16/2015	$ 25,387.69	$ 3,612.31	12%
23	SER Jobs for Progress	$ 30,000.00	10/18/2014	N/A	N/A	N/A	$ 22,247.92	$ 7,752.08	26%
24	Santa Fe Children's Museum	$ 45,000.00	10/17/2014	01/15/2015	04/27/2015	07/16/2015	$ 41,083.90	$ 3,916.10	9%
25	SFPS Adelante Program	$ 57,000.00	10/18/2014	01/22/2015	04/17/2015	07/16/2015	$ 56,999.96	$ 0.04	0%
26	SFPS Agua Fria Afterschool Program	$ 23,000.00	10/17/2014	01/14/2015	04/17/2015	07/16/2015	$ 22,335.38	$ 664.62	3%
27	SFPS Salazar Afterschool Program	$ 28,000.00	10/18/2014	01/15/2015	04/17/2015	07/16/2015	$ 27,248.18	$ 751.82	3%
28	SFPS Sweeney Early Intervention Program	$ 59,000.00	10/18/2014	01/15/2015	04/17/2015	07/16/2015	$ 56,910.48	$ 2,089.52	4%
29	SFPS Teen Parent Center	$ 50,000.00	10/17/2014	01/14/2015	04/17/2015	07/16/2015	$ 47,127.22	$ 2,872.78	6%
30	Site Santa Fe	$ 10,000.00	10/17/2014	02/04/2015	04/18/2015	07/20/2015	$ 10,000.00	$ -	0%
31	SF Teen Arts/ Warehouse 21	$ 18,000.00	10/14/2014	01/21/2015	04/27/2015	07/16/2015	$ 17,999.97	$ 0.03	0%
32	Wisefool	$ 5,000.00	10/17/2014	01/09/2015	04/15/2015	07/17/2015	$ 5,000.00	$ -	0%
33	YMCA of Central NM	$ 23,500.00	10/18/2014	01/14/2015	04/15/2015	07/17/2015	$ 23,500.00	$0.00	0%
34	Young Fathers/ Partners in Educ.	$ 15,000.00	10/18/2014	01/12/2015	04/07/2015	07/17/2015	$ 15,000.00	$ -	0%
35	Youth Shelters and Family Services	$ 85,000.00	10/17/2014	01/14/2015	04/14/2015	07/17/2015	$ 85,000.00	$ -	0%
36	YouthWorks!	$ 75,000.00	10/17/2014	01/20/2015	04/15/2015	07/20/2015	$ 75,000.00	$ -	0%

