



Agenda

DATE 10/3/17 TIME 5:05 PM

SERVED BY Julie Sanchez

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**CHILDREN AND YOUTH COMMISSION
MEETING**

**Tuesday, October 10, 2017
Railyard Offices
Conference Room
500 Market Station, Suite 200
6:00 p.m. - 7:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes:
4. New Business/Action Items:
 - a. Discuss and Recommend Approval: AN ORDINANCE AMENDING SUBSECTION 23.6.2 SFCC 1987 TO CHILDREN AND YOUTH FUND
 - b. Discuss and Recommend Approval: Randall Davey Audubon Contract Amendment
 - c. Discuss and Recommend Approval: Cooking With Kids Budget Adjustment
 - d. Discuss and Recommend Approval: SFPS Truancy Coach
 - e. Discuss and Recommend Approval: 2018 Meeting Calendar
 - f. Discuss and Recommend Approval: Funding Matrix
5. Old Business:
6. Comments from the Chair and Committee Members
7. Report from Staff
8. Matters from the Floor
9. Adjournment

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

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COVER PAGE		PAGE 0
CALL TO ORDER	The Chair, Joanne Lefrak called the meeting of the Children and Youth Commission to order at 6:00 pm at the Market Station – Conference Room, 500 Market Station, Santa Fe, New Mexico. A quorum was confirmed at 6:00 pm.	PAGE 1
APPROVAL OF AGENDA Table New Business Action Item: a Discuss and Recommend Approval: An Ordinance amending subsection 23.6.2 SFCC 1987 to Children and Youth Fund	Mr. Berenis moved to approve the agenda as amended, second by Dr. Salazar, motion carried by unanimous voice vote.	PAGE 1
APPROVAL OF MINUTES: July 25, 2017	Dr. Salazar moved to approve the minutes as presented, second by Mr. Martinez, motion carried by unanimous voice vote.	PAGE 1
NEW BUSINESS/ACTION ITEMS		PAGE 1-5
a. Discuss and Recommend Approval: AN ORDINANCE AMENDING SUBSECTION 23.6.2 SFCC 1987 TO CHILDREN AND YOUTH FUND	Tabled	
b. Discuss and Recommend Approval: Randall Davey Audubon Contract Amendment	Dr. Salazar moved to approve the budget adjustment of \$1920 from the Director of Community Education line item and create a new budget item titled, Education Intern, second by Mr. Martinez, motion carried by unanimous voice vote.	
c. Discuss and Recommend Approval: Cooking With Kids Budget Adjustment	Dr. Salazar moved to approve the Cooking with Kids Budget Adjustment of \$9000 and reallocate to personnel expenditures, second by Mr. Berenis, motion carried by unanimous voice vote.	
d. Discuss and Recommend Approval: SFPS Truancy Coach	Mr. Rodriguez moved to table the recommendation and approval of the \$25,000 funding request for SFPS Truancy position until SFPS comes to the next month meeting to provide statistics and CYC involvement, second by Mr. Berenis, motion carried by unanimous voice vote.	

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e.	Discuss and Recommend Approval: 2018 Meeting Calendar	<i>Mr. Rodriguez moved to approve the 2018 meeting calendar to reflect meeting the last Tuesday of the month throughout 2018 with no November - December 2018 meeting, second by Dr. Salazar, motion carried by unanimous voice vote.</i>	
f.	Discuss and Recommend Approval: Funding Matrix	<i>Dr. Salazar moved to approve the rationale for distribution of CYC funds using the critical priority areas outlined in the document with \$60,000 in Innovation Funding category and evenly distributed through the other four categories with the caveat that if there is money left over in each category when the proposals come in that percentage can be adjusted and moved to the other categories, second by Mr. Berenis, motion carried by unanimous voice vote.</i>	
OLD BUSINESS		None	PAGE 5
COMMENTS FROM THE CHAIR AND COMMISSION MEMBERS		None	PAGE 5
REPORT FROM STAFF		<i>Informational</i>	PAGE 5
ADJOURNMENT		There being no further business to come before the Children and Youth Commission, the Chair called for adjournment at 7:00 pm	PAGE 6

**CHILDREN AND YOUTH COMMISSION
COMMITTEE MEETING
MINUTES**

**Tuesday, October 10, 2017
6:00 p.m. to 7:00 p.m.**

1. Call to Order

The Chair, Joanne Lefrak called the meeting of the Children and Youth Commission to order at 6:00 pm at the Market Station – Conference Room, 500 Market Station, Santa Fe, New Mexico. Roll Call reflects a quorum.

Roll Call - Present

Joanne Lefrak, Chair
Tommy Rodriguez
Joe Berenis
Lisa Salazar
Gus Martinez

Not Present:

Allegra Love, Excused
Daniel Slavin

Others Present

Chris Sanchez, Director
Julie Sanchez, Human Services Department
Fran Lucero, Stenographer.

2. Approval of Agenda

Table New Business Action Item a, An Ordinance amending subsection 23.6.2 SFCC 1987 to Children and Youth Fund.

Joe Berenis moved to approve the agenda as amended, second by Dr. Salazar, motion carried by unanimous voice vote.

3. Approval of Minutes: July 25, 2017

Dr. Salazar moved to approve the minutes as presented, second by Mr. Martinez, motion carried by unanimous voice vote.

4. New Business/Action Items

a. Discuss and Recommend Approval: An Ordinance amending subsection 23.6.2 SFCC 1987 to Children and Youth Fund (tabled until further notice)

b. Discuss and Recommend Approval: Randall Davey Audubon Contract Amendment

The Chair noted that we are going through a new cycle 2nd year of the of the 2-year grant process and we are getting some requests from out organizations to change funding categories in terms of where the funding that we have approved goes to. Audubon Santa Fe is requesting to change over \$1920 from the Director of Community Education line item and create a new budget item titled, Education Intern.

Dr. Salazar moved to approve the budget adjustment of \$1920 from the Director of Community Education line item and create a new budget item titled, Education Intern, second by Mr. Martinez, motion carried by unanimous voice vote.

- c. Discuss and Recommend Approval: Cooking With Kids Budget Adjustment – This is a new request for a budget adjustment from Cooking with kids. Their original budget included \$9000 to fund AmeriCorps members serving in two elementary schools. Unfortunately, they were recently informed that the AmeriCorps hosting agency lost their federal contract. Request is to have the \$9000 transferred to Personnel Expenditures to offset the additional payroll costs.

Mr. Sanchez stated that this would be an actual contract amendment. Based on the decision and approval from the CYC, Ms. Julie Sanchez will assure that the processing of this request is handled and taken to city council for proper amendment approval.

Dr. Salazar moved to approve the Cooking with Kids Budget Adjustment of \$9000 and reallocate to personnel expenditures, second by Mr. Berenis, motion carried by unanimous voice vote.

- d. Discuss and Recommend Approval: Santa Fe Public Schools (SFPS) Truancy Coach
SFPS have lost funding from two grants through PED for two Truancy Coaches. They made a request through the Mayor and requesting funding for at least one person. Statistics do show that a truancy coach does help within the school system. Santa Fe County has contributed \$25,000 and the Mayor is asking us for a matching \$25,000 which we have in our reserves. As this request came outside of a funding cycle, it was recommended that we partner with Santa Fe County. The understanding is that they would have to apply for funding through the process in the future. This is a one-time cost at this time. Santa Fe County has not committee to future funding after this initial allotment. The Truancy Coach would be placed at Capital High School. Mr. Sanchez informed the CYC members that in discussion with SFPS he conveyed that CYC wants to be involved in receiving statistics and updates on the work of the truancy coach and kept informed of where the truancy coach is. Mr. Sanchez would like to have them make a presentation to CYC on what they are doing to prevent kids from leaving school. It was verified that CYC members would be a voice in this cooperative effort to offer the expertise of the membership. Mr. Sanchez said it

would be very important to have a documented reporting mechanism to assure that statistics and results are communicated back to the Children and Youth Commission.

There were concerns expressed regarding the mechanism utilized for this request. With there being a shortage of funding from the city now and in the future, discussion of cutting programs as discussed at the August retreat, the question remains; why do we consider funding on an emergency basis for salaries, realizing that there is a need. But yet, we are being asked to make an assignment of funds outside of a funding cycle. Mr. Sanchez suggested that the guidelines be communicated at this time to state that CYC would support this one-time allotment but it is extremely important that that SFPS be able to assume funding for these positions in the future.

The Chair noted that at the retreat they talked about an Innovation Fund but there would be a limit to what would be awarded in the case of an emergency to be helpful, and this is not in place until the next funding cycle.

Ms. Julie Sanchez said that the Juvenile Justice Board would assume the cost for the additional SFPS truancy position, which would be in February 2018 but not effective until the new fiscal year.

Mr. Martinez asked how difficult would it be to have SFPS come to the next CYC meeting and make a presentation to explain the need and process.

Mr. Rodriguez moved to table the recommendation and approval of the \$25,000 funding request for SFPS Truancy position until SFPS comes to the next month meeting to provide statistics and CYC involvement, second by Mr. Berenis, motion carried by unanimous voice vote.

- e. Discuss and Recommend Approval: 2018 Meeting Calendar
Next Meeting: November 7, 2017 – 5:00 – 7:00 pm

Mr. Rodriguez moved to approve the 2018 meeting calendar to reflect meeting the last Tuesday of the month throughout 2018 with no November - December 2018 meeting, second by Dr. Salazar, motion carried by unanimous voice vote.

- f. Discuss and Recommend Approval: Funding Matrix
The CYC members followed the overhead presentation on the rationale for distribution of CYC funds with the critical priority areas documented. The funding matrix was followed by overhead projection. The first two things to discuss are what CYC members referred to as buckets of funding areas and at the retreat talked about the buckets of early care and education for children 0-5, supplemental education for school age children, youth wellness, reconnecting youth, and Innovation Funding. It was outlined at 20%, and that Innovation Funding would go up to a higher amount, which would make it closer to \$60,000

rather than the 23.75%. We would go 20% for those four and the rest for Innovation Funding. As a full quorum, we now need to decide if we still feel that way in terms of the priority areas and percentage for allocations.

Mr. Rodriguez clarified that if money is not all spent it can go to one of the other buckets. The Chair confirmed that is correct.

The Chair noted that the hope is that the Ordinance being introduced by Councilor Carmichael Dominguez passes which results in an additional 4% back to CYC.

Ms. Sanchez added that even though in the main body CYC would not be funding 37 organizations when you add that \$60,000 we continue funding 37 organizations, just the reporting will be different.

Motion to approved the critical priority percentage framework, eliminating \$2500 in each of the buckets, overall, second

Dr. Salazar moved to approve the rationale for distribution of CYC funds using the critical priority areas outlined in the document with \$60,000 in Innovation Funding category and evenly distributed through the other four categories with the caveat that if there is money left over in each category when the proposals come in that percentage can be adjusted and moved to the other categories, second by Mr. Berenis, motion carried by unanimous voice vote.

Second part of the funding matrix was to have specific amounts rather than having an organization apply for however much money they could get and that the funding amounts talked about at the retreat, were \$85,000, \$50,000, \$25,000 and \$15,000. Those were the four different amounts that organizations could apply for.

Dr. Salazar asked if there were different accountability reasons for each category of funding.

The Chair stated that the amounts are; 1) different amounts based on the project amounts say if your project is not an \$85,000 project then don't apply for \$85,000. 2) Related to the scoring, while there are the different caps of \$85k, \$50k, 25k and \$15k depending on their scoring would result in the percentage of the amount that they are applying for.

Ms. Sanchez stated that essentially an agency could get say \$15,000 and then maybe they have a smaller program and they say the will go for the Innovation Fund. It gives us better measurement as are measuring the program and not the agency. When you are measuring the agency as a whole and they have multiple different programs, how are we going to assess the impact of those individual programs?

Mr. Sanchez said that this was going to be very interesting, as they have been talking about how to truly determine the amount that we fund an organization as we have always had historical data based upon funding over the course of the last years of how we fund. This is now saying, we are going to start with a very clean slate. So essentially we are saying, this proposal is going to determine what level of funding. This is going to help the Governing Body understand how we are rendering the decision about how an organization for example gets \$5,000 or \$50,000. This is going to be a very transparent and clean process.

Score Ranges: Different amount based on your project amounts, examples below based on 10-point total score on criteria.

85-100 - \$75,000-\$50,000

75-84 - \$50,000 - \$25,000

50-74 - \$24,000 - \$10,000

<50 – no funding recommended.

Mr. Martinez moved the approve the funding caps of \$85k, \$50k, 25k and \$15k and the formula that is based on the percentage of the project budget dependent on the scoring of the assessment tools, second by Dr. Salazar, motion carried by unanimous voice vote.

The Chair stated that at the next meeting the will revise the assessment tool. City staff will also provide a report on the historical data of their reporting such as; has an agency ever left money on the table and they would get scored on that. This would be plugged in to the proposal, which becomes part of the assessment tool and this will be discussed at the November 7th meeting.

Now that the priority areas are approved we need to look at the indicators and outcomes to discuss if we want to hold our organizations accountable for.

5. Old Business
None
6. Comments from the Chair and Committee Members
None
7. Report from Staff

Mr. Sanchez expressed his gratitude for the accomplishment of this funding schedule. Coming in 5 years ago to the way that we funded to date, we have come a long way. It is a transparent process and I am very proud about that. The way that we have broken down the priority areas in terms of distributing the funding equitably is clean. I am yet to see a local funding entity use this type of a mechanism. This is a testament to the work that we are doing. Thank you.

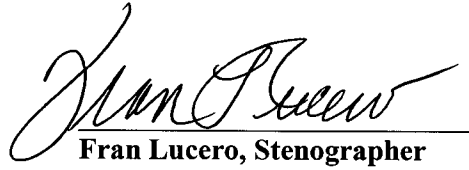
8. Matters from the Floor
None

9. 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