



Agenda

SPECIAL MEETING CHILDREN AND YOUTH COMMISSION

**Tuesday, August 14, 2018
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:
 - a. June 26, 2018
3. New Business/Action Items:
 - a. Update: Data Consultant Final Report
 - b. Discuss and Approve: SEL Data Collection System
 - c. Discuss: CYC Site Visit Calendar
 - d. Innovation Fund Applicants:
 - i. PIE Guitar and Violin Programs
 - ii. PIE Youth Transportation for Field Trips
 - iii. PMS We Count Program
 - iiii. STEM Santa Fe
4. Old Business:
 - a. Update: CYC Annual Strategic Plan
5. Comments from the Chair and Committee Members
6. Report from Staff:
7. Matters from the Floor
8. Adjournment

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DATE: 8/6/18
TIME: 10:01 AM

**CHILDREN & YOUTH COMMISSION
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Call to Order	The Children and Youth Commission was called to order by Chair Lefrak at 5:58 pm, Round House Room, Market Center City Offices, Santa Fe, New Mexico. A quorum is reflected in minutes.	3
Approval of Agenda	<i>Mr. Rodriguez moved to approve the agenda as presented with a second from Ms. Salazar which passed by voice vote.</i>	3
Approval of Minutes	<i>Dr. Salazar moved to approve the minutes of June 26, 2018 with a second from Mr. Martinez, motion carried by unanimous voice vote.</i>	3
New Business a. Action Items: a) Update: Data Consultant Final Report b) Discuss and Approve: SEL Data Collection System c) Discuss: CYC Site Visit Calendar d) Innovation Fund Applicants: i. PIE Guitar and Violin ii. PIE Transportation iii. PMS iv. STEM Santa Fe	<p>a) <i>Update given</i></p> <p>b) <i>Dr. Salazar made a motion to continue looking into other software systems as well as looking at developing our own internal system, Mr. Rodriguez seconded, motion carried by unanimous voice vote.</i></p> <p>c) <i>Tabled until next meeting</i></p> <p>d) <i>Mr. Martinez made a motion to table the public schools requests until further information is received, Mr. Berenis seconded the motion, all approved through voice vote.</i></p> <p><i>Mr. Martinez made a motion to request additional information on technology options before a decision is made, Mr. Rodriguez seconded the motion, all approved through voice vote.</i></p> <p><i>Dr. Salazar made a motion to request additional information on the conference before a decision is made, Mr. Rodriguez seconded the motion, all approved through voice vote.</i></p>	3 - 6
Old Business a. Update: CYC Annual Strategic Plan	<i>Dr. Salazar moved to cancel the next children and youth meeting and have discussion items moved to the strategic planning session, second by Mr. Martinez, motion carried by</i>	6

	<i>unanimous voice vote.</i> <i>Mr. Berenis moved to approve September 13th from 11-5pm as the next scheduled strategic planning session, second by Mr. Martinez, motion carried by unanimous voice vote.</i>	
Comments from the Chair and Commissioners	None	6
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CHILDREN AND YOUTH COMMISSION
SPECIAL MEETING

500 Market Street Santa Fe Railyard Offices
Tuesday, August 14, 2018
6:00 pm – 7:00 pm

1. Call to Order/Roll Call:

The Children and Youth Commission meeting was called to order by Joanne Lefrak, Chair at 5:58 pm. A quorum was declared by roll call.

Present

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

Not Present-Excused

Allegra Love
Vacant

Staff Present

Julie Sanchez, Youth and Family Services, Program Manager

Others Present

None

2. Approval of the Agenda

Mr. Berenis moved to approve the agenda as presented with a second from Mr. Rodriguez which passed by voice vote.

3. Approval of the Minutes

Dr. Salazar moved to approve the minutes of June 26, 2018 with a second from Mr. Martinez, motion carried by unanimous voice vote.

4. New Business

a. Update: Data Consultant Final Report

Ms.Lefrak gave a brief overview on the data consultants final report, each grantee was met with and received some consulting services from the last grant cycle. The data consultant gave some recommendations that a lot of the organizations didn't have a tool for tracking social emotional learning (SEL); the

staff liaison was tasked to do so research into different tools available. There currently isn't a consistent tool that grantees are using.

b. Discuss and Approve: SEL Data Collection System

Ms. Sanchez gave a brief description of what SEL is and what agencies applied for funding under the SEL category; roughly 7 agencies this year are being funded under the SEL category. SEL has primarily been used in public schools but can also be translated into program and youth development. Ms. Sanchez provided a brief demonstration on a SEL software systems from Panorama and Kickboard.

Mr. Martinez asked if the kids would be doing the surveys themselves or would program staff be completing them for the kids. Ms. Sanchez stated this would be a challenge with any data collection software but the assumption is the kids would be filling out the survey independently.

Mr. Martinez asked about when the survey we be deployed. Ms. Sanchez state the surveys would be given out twice a year—the fall and the following spring in order to measure growth.

Ms. Lefrak stated this would be difficult for one-off programs; the commission is trying to move away from supporting one-off programs. Ms. Sanchez stated she posed this question to both SEL software providers, they (both Panorama and Kickboard) suggested keeping at least one cohort of youth for longer in the program to measure overall success, its hard to track SEL outcomes with a youth who is only in the program for a very short period of time.

Mr. Rodriguez asked about cost. Ms. Sanchez stated it would end up being a reoccurring cost, approximately 10-20k a year. Mr. Rodriguez stated we should look at the cost on a long term basis—in 5-10 years we're looking at over 100k. Mr. Martinez suggested finding a developer to build the system so the Commission owns the software system, Mr. Rodriguez agreed as it would save the city money in the long term. Ms. Salazar gave an example in her previous work. Ms. Sanchez stated the most difficult part is analyzing the data; the agencies have reported that this is the biggest challenge; you need one person to collect the data and another to enter it and another to analyze the data. Most agencies don't have that capacity. Mr. Berenis asked if the agencies are willing to use this system. Ms. Sanchez stated that during the RFP training agencies were excited to hear that SEL data collection was something the commission was willing to tackle and help them provide a solution for; most agencies have been really receptive.

Dr. Salazar requested to make sure any SEL software selected by the commission is evidence-based. The Commissioners agreed that finding an evidence-based program or model is important.

Dr. Salazar made a motion to continue looking into other software systems as well as looking at developing our own internal system, Mr. Rodriguez seconded, motion carried by unanimous voice vote.

c. Discuss: CYC Site Visit Calendar

Ms. Sanchez stated that as an internal measure for results based accountability is our sites visits; how many we do per year. One of things that was heard during this grant process was increased visibility of grantee programming. Ms. Sanchez said she would develop a calendar of all the site visits for a year and send it off to both the commission and the new grantees. This way all visits are pre-scheduled, this format worked well with the human services committee grantees and more of the committee members were able to attend the visits.

Dr. Salazar asked when the visits would start. Ms. Sanchez stated they would begin in January to give time for the programs to start and would be tailored to the programs timeline—school agencies would fall on days where the kids would be in school, etc.

Ms. Sanchez wanted to check in with Commissioners on the best dates for their calendars. Dr. Salazar stated afternoons work best, Mr. Berenis stated Thursdays are generally pretty clear as well as Tuesdays, Mondays and Fridays also work, Mr. Martinez stated Tuesday, Wednesday, and Thursday, and Mr. Rodriguez stated Thursdays work well. Mr. Martinez stated that morning meetings actually would work better for him because things come up; Dr. Salazar suggested alternating schedules would work best. Ms. Sanchez stated that she would have a calendar put together before the September meeting.

d. Innovation Fund Applicants:

i. PIE Guitar and Violin Programs

Questions came up on why the public schools are not currently funding this kind of program; and is there a reason that some schools have the funding and others do not. Commissioners discussed tax revenue and school budgets, inequity and requested that the staff liaison look into bringing someone from the public schools to discuss how the school budget and funding allocation works.

Mr. Martinez made a motion to table the public schools requests until further information is received, Mr. Berenis seconded the motion, all approved through voice vote.

ii. PIE Youth Transportation for Field Trips

Tabled until additional information is received by the public schools.

iii. PMS We Count Program

Commissioners discussed technology accessibility and supporting capacity building in programs. Dr. Salazar brought up data collection—and the ability for agencies to collect up to date information for programs. The Commissioners agreed that up to date and accurate information is important but asked the question of if ipads are the most reasonable way

to get that information, is there a more cost effective option or is there a leasing option as technology becomes out of date quickly. The Commission requests the staff liaison to pose these questions to the applying agency before funding is decided.

Mr. Martinez made a motion to request additional information on technology options before a decision is made, Mr. Rodriguez seconded the motion, all approved through voice vote.

iv. STEM Santa Fe

Commissioners had questions on the budget for the program; the budget seemed to confuse the commissioners. Total for the conference is \$22,000 and the request is \$5,000 from the commission to support part of that total. Commissioners were unsure if the conference was local— Commissioners requested additional information on where the conference takes place and what the conference was about. Commissioners looked at the website that was listed on the proposal for additional information. Commissioners unsure if the youth served were local youth or youth from outside the county. Commissioners wanted to know the outcome of the conference, was it free to all students, how long the conference has been in existence, and if it was effective (how many got into a STEM field).

Dr. Salazar made a motion to request additional information on the conference before a decision is made, Mr. Rodriguez seconded the motion, all approved through voice vote.

5. Old Business:

a. Update: CYC Annual Strategic Plan

Commissioners discussed a new date for the annual strategic plan which was previously scheduled for August 29th. Commissioners also discussed cancelling the next meeting in-lieu of the upcoming strategic plan meeting.

Dr. Salazar moved to cancel the next children and youth meeting and have discussion items moved to the strategic planning session, second by Mr. Martinez, motion carried by unanimous voice vote.

Mr. Berenis moved to approve September 13th from 11-5pm as the next scheduled strategic planning session, second by Mr. Martinez, motion carried by unanimous voice vote.

6. Comments from the Chair and Commissioners: None

7. Report from Staff:

Ms. Sanchez wanted to update the commissioners on their recommended appointment of Ms. Romero; the mayor's office stated that all new appointments will be on hold until a new Community Services Department Director is appointed.

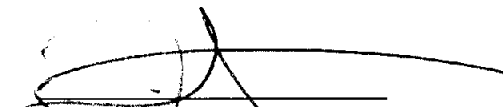
8. Matters from the Floor: None

9. Adjournment

There being no further business before the Commission, the Chair called for adjournment at 7:28 p.m.

Signatures:


Joanne Lefrak, Chair


Julie Sanchez, Staff Liaison