



Agenda

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CHILDREN AND YOUTH COMMISSION MEETING

Tuesday, January 25, 2011

City Councilors' Conference Room, City Hall, 1st floor

200 Lincoln Avenue

6:00-8:00 p.m.

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: November 16, 2010
4. Old Business: a. Budget reductions:
 1. Staff vacancy - not able to rehire Project Specialist
 2. Stenographers – may be curtailedb. Book of Photographs: review and approval
c. Membership
5. New Business: Grant renewal process for 2011-2012
6. Comments from the Chair, Suzanne Gebhart, M.D. and other Commissioners
7. Report from Staff: Lynn Hathaway
 - a. Status of quarterly reports
8. Matters from the Floor
9. Adjournment

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

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

**Index Summary of Minutes
Children and Youth Commission
January 25, 2011**

<u>INDEX</u>	<u>ACTION TAKEN</u>	<u>PAGE(S)</u>
Cover Sheet		1
Call to Order	The meeting was called to order at 6:00 pm by Dr. Gebhart, Chair.	1
Roll Call	Roll Call constitutes a quorum.	1
Approval of Agenda The Chair asked to move #5-Report from Staff after Old Business, followed by New Business and Comments from the Chair to follow.	<i>Mr. Multari moved to approve the agenda as amended, second by Ms. Hermann, motion carried by unanimous voice vote.</i>	1
Approval of Minutes – November 16, 2010 Corrections: Page 2: Alex Wirth's presentation – 9 th sentence up from bottom: in should be is 4 th sentence up: Reconstruct sentence to read: The Tino Griego pool is nearby La Farge Library and would be within walking distance for about 1000 Santa Fe teens. Page 10: Staff Follow Up: 2 nd paragraph: test should be text	<i>Ms. Hermann moved to approve the minutes of November 16, 2010 as amended, second by Rev. Anderson, motion carried by unanimous voice vote.</i>	1
Old Business a. Budget Reductions b. Book of Photographs c. Membership	a. Informational b. <i>Ms. Gallegos de Hagman moved to approve the photo book with suggested changes, second by Rev. Anderson, motion carried by unanimous voice vote.</i> c. Informational	2-3
Director Report – Lynn Hathaway	Informational	3
New Business Grant Renewal Process for 2011-2012	Edits made to the renewal letter. Staff follow up to assure corrections are made and letter is sent out.	3-4
Comments from the Chair and the Commissioners	Informational	4-5

**Index Summary of Minutes
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	<i>Rev. Anderson moved to cancel the meeting of May 24, 2011, second by Ms. Gallegos de Hagman, motion carried by unanimous voice vote.</i>	
Matters from the Floor	None	
Signature Page and Adjournment	There being no further business to come before the Children and Youth Commission the meeting was adjourned at 7:45 pm	5

CHILDREN AND YOUTH COMMISSION MEETING

**Tuesday, January 25, 2011
City Councilor's Conference Room
6:00 pm -7:45 pm**

MINUTES

1. Call to Order

Meeting was called to order at 6:00 pm by the Chair, Dr. Suzanne Gebhart in the City Councilors' Conference Room, City Hall, Santa Fe, New Mexico.

Roll Call

In attendance:

Suzanne Gebhart, M.D., Chair
Sue Ann Herrmann
Rev. Jon Anderson
Michael Multari
Ernestine Gallegos de Hagman
Dolores Fidel

Resigned: Matthew Carrasco-Trujillo

Staff Present:

Lynn Hathaway, PhD, Director

Others Present:

Frances Lucero, Stenographer

2. Approval of Agenda

The Chair asked to move #5-Report from Staff after Old Business, followed by New Business and Comments from the Chair to follow.

Mr. Multari moved to approve the agenda as amended, second by Ms. Hermann, motion carried by unanimous voice vote.

3. Approval of Minutes: November 16, 2010

Corrections: Page 2: Alex Wirth's presentation – 9th sentence up from bottom: ~~in~~ should be is

4th sentence up: Reconstruct sentence to read: ~~The Tino Griego pool is nearby La Farge Library and would be within walking distance for about 1000 Santa Fe teens.~~

Page 10: Staff Follow Up: 2nd paragraph: ~~test~~ should be text

Ms. Hermann moved to approve the minutes of November 16, 2010 as corrected, second by Rev. Anderson, motion carried by unanimous voice vote.

4. **Old Business**

a. Budget Reductions:

Children and Youth Fund: 2010, GRT \$75,000 below projection, thus case balance is reduced by same amount. Finance Director approved renewal of \$900,000.

1. Staff Vacancy – not able to rehire Project Specialist due to budgetary constraints.
2. Stenographers may be curtailed. Not an issue at this time.

b. Book of Photographs, review and approval.

Dr. Hathaway provided the draft of the book of photographs for the commissioners to review.

Cover and Photographs are great.

- 1) Check the spelling of Kearny School
- 2) City of Santa Fe (cap the City)
- 3) Introduction: Since its conception, suggest: the commissions conception
- 4) Note: A hard copy of suggested changes was provided to Dr. Hathaway for consideration.

Next steps after approval would be for corrections to be made and go forward to the City Council for presentation of the book and invite the recipients. The Chair likes the idea and the venue of presenting to the City Council. Dr. Hathaway suggested having another photo gallery in the chambers and possibly a book signing. 1,000 copies will be printed and there will be no cost.

Mr. Multari asked if the Mayor and City Council conduct open office hours. He suggested having the recipients come in during one of these sessions and possibly providing their support for the Children and Youth Commission.

Dr. Hathaway suggested that the Chair and Members of the Commission consider meeting with the City Councilors individually and share the future goals of the Commission and present the book.

Ms. Gallegos de Hagman suggested the Chamber of Commerce as another resource for presentation of the book and also providing them with additional information on the Children and Youth Commission and what they do for the youth of this city.

Dr. Hathaway asked the Commission to provide her with names of any organizations that would be interested in a presentation and she would be happy to present to them and take books.

Ms. Gallegos de Hagman moved to approve the photo book with suggested changes, second by Rev. Anderson, motion carried by unanimous voice vote.

c. Membership

Mr. Multari and Suzanne Gebhart have both agreed to serve another term. Matthew Carrasco-Trujillo has resigned as he is returning back to school. Thank you to the Chair and to Mr. Multari for their continued dedication and thank you and best of luck to Mr. Carrasco-Trujillo as he continues his avenue in education.

Dr. Gebhart has met with Joanne LeFrak from Site SF as a potential member to CYC. Dr. Gebhart and Dr. Hathaway will interview prospective candidates who would like to serve on the Children and Youth Commission. It was suggested that the search include a Hispanic Male. Suggestions will be sent to Dr. Hathaway.

Dr. Gebhart would like to have a full commission before the renewal process.

5. Report from Staff: Lynn Hathaway

a. Status of quarterly reports.

1st quarter: 28/30

2nd quarter: 16/30

Two quarterly reports are outstanding; Challenge New Mexico and NM Culture Net. They have both been contacted and reports are forthcoming.

Grant Financial Report:

\$900,000.00 - Budget

\$349,639.96 has been expended.

\$550,360.04 - Balance

Note that payments are not made until the recipient submits their quarterly reports.

6. New Business:

Grant Renewal process for 2011-2012

The Chair explained the process for grant renewals for next year. She stated that they had discussed leaving a contingency opening for two of the schools in the district that were struggling with afterschool programs. The Chair said that the Commission normally does not accept new recipients but the representative from SFPS was told that if they came back with a viable plan the Commission would consider their afterschool program. Dr. Hathaway felt that the Commission should not open this up. She has spoken to the school representatives to give them other funding opportunities. The Chair recommended that close review be made of the two programs that have not sent in their quarterly reports and if necessary, redistribute this funding to a program that is in dire

need. The total amount outstanding for the two mentioned programs is \$23,000. Dr. Hathaway feels strongly about the quality of service provided from these two programs in question and she supports continued funding for them. Mr. Multari said that a verbal notice should be given to the two afterschool programs that have inquired and invite them to apply next FY.

Dr. Gebhart asked the Commission if they felt hearings should be held during this renewal period. Mr. Multari said that if the process for this renewal period is to fund at their current amounts, he could support the decision to have selective hearings. Mr. Multari would like for the recipients to hear the importance of providing their quarterly reports in order for funding to continue. Dr. Hathaway can provide a report to the Commission once the renewal letters are received. This will provide a good time for the Commission to review the renewal information and see if the recipients have operated and complied with the requirements. If there are any red flags; then an interview would be scheduled. The renewal letter will direct the recipients to submit their renewal requests to the Commission by March 1, 2011 no later than 3:00 pm and for them to come in electronically to allow the commissioners to review. Provider interviews would be conducted for possibly 2-3 days starting on April 11, 2011 from 9am to 12 noon and possibly not needing the 3rd day. Each interview is allotted 10 minutes. The Commissioners would review at the April 26, 2011 meeting. Under Financial Information, remove the sentences; ~~If you are requesting additional funding for the second year, please explain what it is for. Maximum request amount is \$100,000.~~

It was discussed that the next RFP should be prepared earlier than normal. It was anticipated that having it by November, 2011 would be a good target date.

Add this sentence to the recipient renewal letter: If the Commission has questions you will be asked to attend an interview scheduled for the mornings of April 11-13, 2011 between 9:00 am and 12:00 noon.

The March CYC meeting will be held on the 22nd.

The Chair informed the Commission that she will not be available for the May 24th meeting.

Rev. Anderson moved to cancel the May 24, 2011 meeting, second by Ms. Gallegos de Hagman, motion carried by unanimous voice vote.

7. Comments from the Chair, Suzanne Gebhart, MD, and other Commissioners

Dr. Gebhart said that she was very appreciative of the work that Dr. Hathaway is doing without staff and she volunteered to help in any way that she can. Ms. Hermann also offered to assist in as well.

Mike Multari: He would like to designate some funding to the Mayor's Youth Advisory Board. Dr. Hathaway said this is not a possibility as city funds cannot be expended on

other city boards or commissions. Dr. Hathaway asked what the funding would be used for. Mr. Multari said that money for promotions or for food at their meetings or events. Dr. Hathaway said that she would check with Ms. Terri Rodriguez to see what type of funding they have and what they would need. It was also mentioned that encouraging healthy food would be great.

Ms. Gallegos de Hagman said that she had heard in the news that there is someone tracking the Arts and Performing Arts programs and they are down by 8.6% nationally.

Ms. Fidel said that she continues to digest the conversations from each meeting and it is overwhelming at this time. Dr. Gebhart and other members of the Commission said they welcome dialogue to discuss the CYC programs and their status. Mr. Multari also said that during the interview process with recipients you can learn so much and have the opportunity to ask them questions. Dr. Hathaway said there are 30 programs and any time a commissioner would like to go to a site visit, they are welcomed to do so. Dr. Hathaway will also schedule time for a new commissioner orientation with Ms. Fidel.

Rev. Jon Anderson heard that a 3 year old was killed in NM because the child was not in a car seat. He shared a concern about cabs; how do you secure them in a cab? He feels that there should be public awareness again on the safety of children. Child restraints in public transportation are important. The Chair suggested contacting Christus St. Vincent Hospital and possibly partnering with them on a program for child safety. Rev. Anderson said that possibly a car seat swap could help those who are in need. It was recommended that we check with the City Police Department to see if they know of any programs. The question is who promotes car seats.

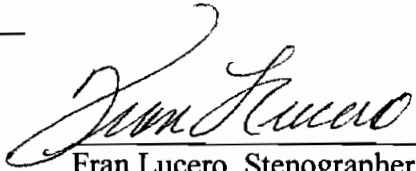
8. Matters from the Floor
None

9. Adjournment

There being no further business to come before the Children and Youth Commission, the Chair called for adjournment at 7:45 pm.

SIGNATURE:

Dr. Suzanne Gebhart, Chair



Fran Lucero, Stenographer