



# Agenda

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## CHILDREN AND YOUTH COMMISSION MEETING

**Tuesday, February 28, 2012**  
**Historic Preservation Conference Room**  
**City Hall, 2nd Floor**  
**200 Lincoln Avenue**  
**6:00-8:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: January 10, 2012
4. New Business:
  - a. Process regarding organizations coming to the City for additional funds
  - b. Hearing date confirmation and location
  - c. Community interest in Substance Abuse Prevention
5. Old Business:
  - a. Resolution regarding staff for Children and Youth Commission
6. Comments from the Chair and Commissioners
7. Report from Staff: Contracts, Payment Report
8. Matters from the Floor
9. Adjournment

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**Index Summary of Minutes  
Children and Youth Commission  
February 28, 2012**

<b>Index</b>	<b>Action Taken</b>	<b>Page(s)</b>
Call to Order	The meeting was called to order by Sue Anne Herrmann, Chair	1
Roll Call	A quorum was achieved	1
Approval of Agenda	Ms. Fidel moved to accept the Agenda with the corrections, seconded by Dr. Gebhart, motion carried by unanimous voice vote	1
Approval of Minutes	Correction to the minutes was a request to spell the Chair person's last name with two r's throughout the document.  Dr. Gebhart moved to approve the Minutes of January 10, 2012 with the corrections, seconded by Mr. Multari, motion carried by unanimous voice vote	1
New Business: a. Process regarding organizations coming to the City for additional funds b. Hearing date confirmation and location c. Community interest in Substance Abuse Prevention	<b>a.</b> Informational <b>b.</b> Hearing dates remain April 10, 11, 12 <b>c.</b> Informational	1-2
Old Business: a. Resolution (corrected to Ordinance ) regarding staff for Children and Youth Commission	<b>a.</b> Ms. Gallegos de Hagman motioned to abstain from making a recommendation on the Ordinance amendment, it was seconded by Dr. Gebhart and motion carried by unanimous voice vote	2-3
Comments from the Chair and Commissioners	None	3

Report from Staff: a. Budget Adjustment Request	Informational Dr. Gebhart moved to accept the BAR, seconded by Ms. Gallegos de Hagman and motion carried by unanimous voice vote	3
Matters from the Floor	None	3
Adjournment	The Chair called for adjournment at 8:00 pm	3

# CHILDREN AND YOUTH COMMISSION MEETING MINUTES

**Tuesday, February 28, 2012**  
**Historic Preservation Conference Room**  
**City Hall, 2nd Floor**  
**200 Lincoln Avenue**  
**6:00-8:00 p.m.**

1. Call to Order

The Chair called the meeting to order at 6:05pm, a quorum was present.

**Present:**

Sue Anne Herrmann, Chair  
Suzanne Gebhart, M.D.  
Michael Multari  
Joanne Lefrak  
Dolores Fidel  
Ernestine Gallegos de Hagman  
Thomas Bustamante

**Staff Present:**

Terrie Rodriguez, Director, Youth and Family Services Division

2. Approval of Agenda

Chair Herrmann stated that Staff has two corrections to the Agenda. Ms. Rodriguez asked for the correction of 5.a. which reads "Resolution" to be corrected to read "Ordinance" and that 7. Report from Staff add "a. BAR Approval" be listed. Motion to approve the Agenda with the corrections was made by Ms. Fidel and seconded by Dr. Gebhart, motion carried by unanimous voice vote.

3. Approval of Minutes: January 10, 2012

Chair Herrmann had a question for clarification on page 4 of the minutes, the first line on the page. The clarification was made by Mr. Multari stating that the budget would list the last fiscal year budget information and then list what was actually spent or income for that completed year. The only correction to the minutes was a request to spell the Chair person's last name with two r's throughout the document. Motion to approve the Minutes of January 10, 2012 with the corrections was moved by Dr. Gebhart and seconded by Mr. Multari, motion carried by unanimous voice vote.

4. New Business:

- a. Process regarding organizations coming to the City for additional funds

Ms. Rodriguez reported to the Commission that several organizations have been meeting with City Councilors requesting additional funding and that at the Finance Committee meeting of February 20, 2012 a request was made that youth providers carefully examine the finances of the requesting organizations. The Commission made clear that the City of Santa Fe funding never funds a majority of an organizations budget, it never funds capital improvements and cannot guarantee the solvency of a nonprofit entity. The Commissioners agreed that the due diligence done around the review process meets the Council's request.

b. Hearing date confirmation and location

The Commission discussed the proposed meeting of March 27, 2012 and the relation to the interviews with applicants April 10th, 11th, and the 12th, 2012. Depending on the number of applications, it could affect the way the applications are reviewed and the hours necessary to do the interviews. It was determined that Ms. Rodriguez would decide which Commissioners would begin reading proposals from A-Z and which would begin reading from Z-A. This type of reading would hopefully give all the applicants a fresh review and ameliorate the idea that the applicants at the end of the alphabet receive less attention than the applicants that would usually be read first. The responses will be picked up on Monday, March 5 around 3pm and will be sorted and ready to be picked up after 4pm in the Historic Preservation Conference Room. The meeting on the 27<sup>th</sup> will provide more clarity regarding the need to modify the system of review.

Ms. Rodriguez reported that the Convention Center cannot accommodate the hearing dates and she would continue to seek a location at a City of Santa Fe facility. She asked Commission member Joanne Lefrak to check on the conference room at Site Santa Fe for availability of those dates.

c. Community interest in Substance Abuse Prevention

Ms. Rodriguez distributed information from a meeting held at SF Public Schools, Office of Student Wellness. She reported that the State CYFD representative there said that there are no in-patient or intensive out-patient facilities in northern New Mexico for people under 21 with substance addiction issues. The State of NM supports four therapy centers with the closest one being in Las Cruces. One of the participants in this meeting was Team Builders and they are doing intensive out-patient work through a program they call BEAR. However, because of the intensive work done with an individual they work with a very limited number of participants. A discussion ensued about the types of programs and how they are funded. The Commissioners asked staff to see if there are organizations in Taos and Farmington that offer these services. Mr. Multari proposed that this project needs to be developed more before staff becomes involved, especially since the Children and Youth Commission could be possible funders of such a project. Ms. Gallegos de Hagman also made the point that this could be extremely long range project.

5. Old Business:

a. Ordinance regarding staff for Children and Youth Commission

Ms. Rodriguez distributed the Ordinance amendment, the FIR in relation to the Ordinance and where it is in the process of hearings. The change to the Ordinance is to

remove the job title “planner” and replace it with the word “professional” in the description of the staff assigned to work with the Commission. She explained that this gives management more flexibility to hire someone and not tie the position to a particular job class. Dr. Gebhart requested information about what is the definition of “professional” along with what are the minimal requirements for a person to be considered for the position. Ms. Herrmann wanted to know if that would be a BA level of education and managerial experience particularly grants management. Also discussed was what would be the salary level. The concern expressed is that the person selected would not be at the level desired by the Commission. Ms. Gallegos de Hagman moved to abstain from making a recommendation on the Ordinance amendment, it was seconded by Dr. Gebhart and motion carried by unanimous voice vote.

6. Comments from the Chair and Commissioners

There were no comments from the Chair or Commissioners.

7. Report from Staff: Contracts, Payment Report

Ms. Rodriguez distributed the report and then realized that the second quarter dates were not included and will send out the complete report by email to the Commissioners. She reported that Challenge had attempted to bill for the entire amount of the contract but the information was not complete. The Santa Fe Public Schools has a person working with staff and every contract had to have a Budget Adjustment Request to be aligned with the requests from the central administrative office. One such BAR will need Commissioner approval.

a. BAR Approval


The Santa Fe Public Schools Adelante program is requesting to move \$31,933.82 to the 1.0 Personnel Line Item with \$23,209.82 coming from 2.0 Contractual Line Item and \$8,724 coming from the 3.0 Commodities Line Item to cover the move. This request is made because the part-time staff was hired as a SFPS employee rather than contractual staff. Since the change reflects an amount greater than 10% and the move involved more than one Line Item it is required to be brought before the Commission. This budget change does not alter the intent of the contract in any way. A motion to accept the BAR was made by Dr. Gebhart and seconded by Ms. Gallegos de Hagman and motion carried by unanimous voice vote.

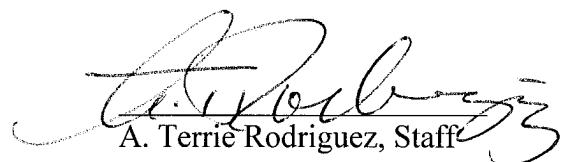
8. Matters from the Floor

There were no matters from the Floor.

9. Adjournment

The meeting was adjourned at approximately 8:00pm.

  
Sue Anne Herrmann, Chair

  
A. Terrie Rodriguez, Staff