

INDEX – CHILDREN & YOUTH COMMITTEE
APRIL 30, 2019

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 – Suite 200, 500 Market Station, Santa Fe, New Mexico. A quorum was confirmed by roll call.	Page 1
APPROVAL OF AGENDA	<i>Mr. Berenis moved to approve the agenda as presented, second by Mr. Martinez, motion carried by unanimous voice vote.</i>	Page 1
APPROVAL OF MINUTES: March 26, 2019	<i>Mr. Berenis moved to approve the minutes of March 26, 2019 as presented, second by Mr. Rodriguez, motion carried by unanimous voice vote.</i>	Page 1
NEW BUSINESS/ACTION ITEMS a. Presentation Grantee Update and Reporting, Aspen Solutions b. Discuss and approve: Youth Shelter and Family Services BAR c. Discuss and Approve: Juvenile Justice Board Merger Resolution	<i>Mr. Rodriguez moved to approve moving to bi-annual reporting as opposed to quarterly reporting, second by Mr. Berenis, motion carried by unanimous voice vote.</i> <i>Mr. Martinez moved to move forward with electronic reporting, second by Mr. Rodriguez, motion carried by unanimous voice vote.</i> <i>Mr. Berenis moved to approve the budget adjustment request for Youth Shelter and Family Services, second by Mr. Martinez, motion carried by unanimous voice vote.</i> <i>Informational</i>	Page 1- 5
COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS	Informational	Page 6
REPORT FROM STAFF	Informational	Page 6
REPORT FROM SITE VISITS	Informational	Page 6
MATTERS FROM THE FLOOR	<i>None</i>	Page 7
ADJOURNMENT	There being no further business to come before the Children and Youth Committee, the Chair called for adjournment at 7:05 pm	Page 7

**CHILDREN AND YOUTH COMMISSION
COMMITTEE MEETING
MINUTES**

**Tuesday, April 30, 2019
6:00 p.m. to 7:05 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 – Suite 200, 500 Market Station, Santa Fe, New Mexico. Roll call reflects a quorum.

Roll Call – Present

Joanne Lefrak, Chair
Joe Berenis
Gus Martinez
Tommy Rodriguez

Not Present:

Jennifer Romero, Excused
Allegra Love, Excused
Dr. Lisa Salazar, Excused

Others Present

Natalie Skogerboe, Aspen Solutions
Arianna Trott, Aspen Solutions
Julie Sanchez, Staff
Anna Serrano for Fran Lucero, Stenographer

2. Approval of Agenda

Action Item D, discussion only, action item next month.

Mr. Berenis moved to approve the agenda as amended, second by Mr. Martinez, motion carried by unanimous voice vote.

3. Approval of Minutes: March 26, 2019

Mr. Berenis moved to approve the minutes of March 26, 2019 as presented, second by Mr. Rodriguez, motion carried by unanimous voice vote.

4. New Business/Action Items:

a. Presentation Grantee Update and Reporting (Aspen Solutions, LLC)

Natalie Skogerboe and Ariana Trott from Aspen Solutions (Exhibit A)
It was stated that they have met with 19 of the 30 agencies regarding the City's RBA, drafting numbers with them so they are aligned with the RBA. Prior to the meetings they reviewed the quarterly reports and information that the previous data consultant compiled, this was very helpful. One of the items that Ms.

Sanchez asked them to talk about was moving to quarterly reporting to bi-annual reporting. Page 4 of the report outlines the thoughts that they have on the request. It was noted by Aspen that they also did consulting for Substance Abuse Prevention and they went from quarterly reporting to mid-year and it was streamlined and less of a burden for state agencies, got logging and tracking the reports, that would be a relief for the CYC and the City. The grantees are really busy in implementing their activities and the reporting does take a significant amount of time away from their actual work. A lot of data that they collect is not collected quarterly so they do post tests with the students or annual customer satisfaction surveys, we would not see changes quarterly necessarily either. Not only is some of the data they are collecting not done quarterly as well as some of the open ended questions that we ask, any changes or concerns or challenges often overlap in quarters as well.

Ms. Sanchez stated that one of the things reported to her is that quarterly reporting is cumbersome for a lot of the non-profit agencies. Ms. Sanchez stated that one of the things that they were requesting was potentially moving from quarterly reporting to two reports a year. It makes more sense data collection wise. We are aligning with many of our funders and they are reporting bi-annual and asking a lot of the same questions that we are around RBA measurements. It is something to consider as we move in to the new contract year. Ms. Sanchez did ask the commissioners to put thought to this and have this as an Action Item at next meeting.

Aspen staff stated that having that longer period of time allows them to support people and changing their data collection over that period of time so you can see reports in the bi-annual report. Those are some of the pros. A lot of the programs that CYC funds are aligned with the school calendar so that bi-annual reporting could be aligned in a way that supports getting information processed. Request for consideration of doing an on-line report vs. a paper submission, that would be a survey template. They briefly polled the agencies they met with and asked how it would work for them and they liked the idea. It would also lower the burden on the city, it would be time stamped as to when it is submitted. A link could be shared for the Commission to review the quarterly reports vs. e-mails.

Ms. Sanchez said that the city is moving in that direction of electronic submissions but it is taking more time than planned. Hearing what the grantees are saying this would be much more effective and it would provide more transparency for the commissioners to check these reports, it would be fantastic. Ms. Sanchez asked the commission how they would feel about having the next quarterly report be an electronic submission and give it a try. Are there any pros or cons.

The Chair said this all is positive.

Mr. Rodriguez moved to approve moving to bi-annual reporting as opposed to quarterly reporting, second by Mr. Berenis, motion carried by unanimous voice vote.

Mr. Martinez moved to move forward with electronic reporting, second by Mr. Rodriguez, motion carried by unanimous voice vote.

Ms. Sanchez stated that the bi-annual reporting would be July 1, 2019, a new contract year and we the contracts will be amended.

Mr. Martinez asked on the on-line submission bi-annually, what if there is a change or there is something happening within the organization at that time, on the bi-annual submission is there a question that talks of the time that they submit, i.e. leadership change, etc., that the Commission should know.

Ms. Sanchez said yes, they are instructed to contact her and Ms. Sanchez then bring information back to the CYC.

b. Discuss and Approve: Youth Shelter and Family Services BAR

Request is to move money from personnel to event because they are housing more in their transitional living program and spending less on personnel.

Ms. Sanchez did a site visit with Youth Shelter and Family Services and one of the things that they have been having a problem with is hiring a child care coordinator which funded under CYC as part of a pilot program that was incredibly successful, more successful than they anticipated. They tried increasing the pay for the personnel to do the coordination but they could not recruit anyone. Ms. Sanchez suggested that they hire an Intern or someone from AmeriCorps and pay them a stipend because the grants close June 30th, new grant to start July 1st. What they did not anticipate is the amount of people they were going to serve in this program. A lot of the young people there are serving are between 18-21 category. There are a lot of support services, behavioral services are needed. They were thankful for the housing and transportation directive for funding. Ms. Sanchez stated that in their contract she tried to write it very general because the transportation needs are not just giving someone an UBER but helping maintain vehicles. (Ms. Sanchez provided some examples of successful use). The city provided them \$52,000 for this successful pilot project and they did come up with the matching funds and been able to expand it to meet the needs in the community. One of the biggest barrier they found was infant day care. They have managed to partner with a number of day care providers.

Mr. Berenis moved to approve the budget adjustment request for Youth Shelter and Family Services, second by Mr. Martinez, motion carried by unanimous voice vote.

c. Discuss and Approve: Renewal of CYC contracts for 2019-2020

The Chair was pleased to say that they do not have to put out for an RFP, the commission will approve the renewal of the CYC contracts.

Ms. Sanchez stated that they have done about 6 site visits and there is one that shows some signs of concern. They had some audit findings that raised some red flags, they have an amazing direct finding providers, there seems to be a lag in their higher administration; not in the programs that CYC funds but in the other programs. That is probably there are so many red flags, there is federal funding and the state CYFD money, we need to monitor this agency closely in the next 6 months.

Mr. Berenis moved to approve the renewal of CYC contracts for 2019-2020, second by Mr. Rodriguez, motion carried by unanimous voice vote.

d. Discuss and Approve: Juvenile Justice Board Merger Resolution

The Chair and the commissioners had the Resolution in hand to review. The Chair and Ms. Sanchez met and discussed having the strategic plan meeting in the summer of 2019 to go over our indicators and meet together for the first time. The Chair stated that they would merge July or August. The Juvenile Justice Board does not meet every month as CYC and it was discussed to meet as a full board every other month and that they would create sub-committees to address more of the work that is done in CYC. An example stated was say there is a review of the applications in answer to the RFP, we could still meet every month but that would be considered sub-committee and the Juvenile Justice Board wouldn't have to attend and in the 6 meetings the Chair would report out to the full group. As a way to merge the boards, Juvenile Justice has requirements of certain people that have to attend, it may be hard to get a quorum for the full year.

Ms. Sanchez said for example, Innovation Fund Grant review would be easier to do in a small sub-committee. It has nothing to do with the CYC fund, it is an expansion of the member appointments and terms and we are looking at potentially 17 members. The way the Resolution is going to be written is that there will be a maximum number of members and minimum numbers of members, this is the way the Juvenile Justice Board Resolution is written. By Resolution their board needs up to 23 members. The actual requirement for CYFD funding which is the state statute which we need to follow is only 5. Ms. Sanchez said that they can be flexible within that number as long as there is a minimum of 7 members (combined) they should be good to complete all actions. Presently CYC is 7 members and on Regional Juvenile Justice there are 5 mandatory members. Legal is researching if the Law Enforcement representative needs to be on the Board as they are paid employees.

Mr. Rodriguez stated that it could be a Santa Fe County Sheriff it wouldn't need to be a SFPD. Ms. Sanchez said that if there was representation from SFPD they would be ex-officio, non-voting member. Mr. Rodriguez previously served on that Board and Ms. Romero presently serves on both.

Ms. Sanchez stated that in the Ordinance there is no reference to the funding as that falls under the CYFD contract. This ordinance is to adjust the number of members. After this ordinance as we get new members we would follow the way the ordinance is written. Ms. Sanchez is staff to both boards at this time.

Mr. Rodriguez noted that he was pleased to see that \$2 million dollars has been set aside for a Teen Center. The hope is that they make this facility a place that draws the kids in to attend. In the past planning the discussion was for services vs. making it exciting for youth.

Ms. Sanchez asked for feedback from the commissioners. Update: The city is going through their budget review, one of the things that was announced in the first budget hearing was the \$1.1 million dollars received from the Legislature is going to be matched by the Mayor's office. The Mayor will contribute an additional \$1.1 million dollars to construct the 10,000 sq. ft. Teen Center on the south side. That amount will finance about ½ of what is needed so they will be building in phases. One of the things they are leaning on is the Mayor's Summit, a lot of what was recommended in the summit is going to be put forward to programming for that site. The recreational piece is an important element, they are talking about an indoor recreational site.

Mr. Rodriguez said that in the past the Teen Center was very successful, heavily used by our youth. He said you bring them in, there was game night, they would get sandwiches and sit around and you could identify those who needed services. To make it successful you need to make it a place where kids are comfortable and want to be a part of.

Ms. Sanchez said operational costs need to be reviewed, potentially they will merge the GCC after school and recreation program in to the city.

Mr. Rodriguez stated that when they were trying to get the teen center going in the past there was a lot of private business individuals who wanted to be involved in that push and really help to bring in the private business community to do things, say fund a computer room as an example. Jennifer Romero may have the names of those who showed interest. Kids love music it would be nice to have that as an option.

Ms. Sanchez will reach out to Ms. Romero. She also stated that she will reach out to Santa Fe County in this endeavor.

5. Comments from the Chair and Committee Members

Allegra Love will be stepping down from the CYC due to the growing work with the Immigration project. Thank you for all of her work and dedication.

6. Report from Staff

a. Update – Mayor’s Youth Advisory Projects

As of last month we were figuring out what we are going to do with the grant money from the participatory budget. Ideas were fix parks or flowers in the medians. Her recommendation was to have a bigger impact in the youth’s lives. The board came up with a survey to send to public schools, grade 6-12. The survey will go out the 1st week in May asking three things they would like to see in the community or in their schools or bring in to Santa Fe. The grant was \$50,000 and Ms. Martinez feels she can make a big impact. Next they will be working on sub-committees to put on more sessions for the youth in what they want. Going back to the Youth Summit it was how to do a resume, how to change a tire, taxes, how to write a check, this will help them succeed.

7. Report from Site Visits

Reschedules: Math Amigos will be May 8th at 1:00 pm and Community Educators will be May 10th at 2:30 pm if the commissioners care to join.

Ms. Sanchez: Community Educators will be at Sweeney and Math Amigos will come to the Market Street office. We are paying for is the redevelopment of the curriculum for math for the teachers so they can implement with the students. Ms. Sanchez will be meeting with SFPS to re-open the relationship to collect school data. The biggest barrier in our agencies is collecting school data and Math Amigos is a really good organization that could do a comprehensive comparison in the classrooms they are working on. They don’t have access to the data to measure the success of their students. Chris Sanchez and Julie Sanchez start dialogue June of 2018 with Dr. Garcia to create an MOA with her data people to be able to have our agencies that are funded through the city access that information, mainly grades for kids receiving services vs. those that don’t and those who have increased grade levels and attendance. With staff changes and other responsibilities we will reopen the dialogue for an MOA with SFPS. Math Amigos is a good example of high impact programming that can’t measure their impact because of that barrier.

a. SF Recovery Center – Julie Sanchez

Very interesting program and it is a very comprehensive and great program. In terms of their structure they are growing rapidly and have received an additional 2.3 million dollar budget increase in one year around all of their maternal childhood substance abuse work. Since they have received so much funding and growing rapidly they are having a hard time administratively with growing grants and growing needs. There is a little bit of a struggle there as an agency. As most non-profits operating a residential facility they are having a hard time keeping staff with the overnight and swing shift, really difficult. Turnover ratio is incredibly high. It is constantly filled and there are a lot of parents in the program.

They are meeting their contractual obligations and watching the growth of the organization.

- b. Youth Shelters and Family Services - Report Completed
- c. Youth Works - Postponed

8. **Matters from the Floor**
Reading Qwest: May 9th event at Sweeney School from 6 pm, children's presentation and dinner.

9. **Adjournment**

There being no further business to come before the Children and Youth Commission, the Chair called for adjournment at 7:05 pm

Signature Page for Children & Youth Commission

Joanne Lefrak, Chair


Fran Lucero, Stenographer