

**SUMMARY OF ACTION
CHILDREN AND YOUTH COMMISSION MEETING
500 MARKET STATION, SUITE 200
TUESDAY, DECEMBER 17, 2019, 4:30 PM**

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**CHILDREN AND YOUTH COMMISSION MEETING
500 MARKET STATION, SUITE 200
TUESDAY, DECEMBER 17, 2019, 4:30 PM**

1. CALL TO ORDER

The meeting of the Children and Youth Commission was called to order by Joanne Lefrak, Chair, at 4:30 pm on Tuesday, December 17, 2019, at Market Station, 500 Market Station, Suite 200, Santa Fe, New Mexico.

ROLL CALL

MEMBERS PRESENT

Joanne Lefrak, Chair
Richard Lindahl, Vice Chair
Joe Berenis
Gus Martinez
Jennifer Romero
Deacon Anthony Trujillo
Crystal Ybarra
Dr. Lisa Salazar
Heather Smallwood

MEMBERS ABSENT

Andrea Sandoval

OTHERS PRESENT

Kyra Ochoa, Director of Community Services
Julie Sanchez, Acting Division Director for Youth and Family Services
Natalie Skogerboe, Aspen Solutions
Ariana Trott, Aspen Solutions
Elizabeth Martin for Melissia Byers, Stenographer

2. APPROVAL OF AGENDA

MOTION A motion was made by Commissioner Berenis, seconded by Commissioner Martinez, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

3. APPROVAL OF MINUTES

A correction of the spelling of Ms. Skogerboe's last name was requested in both sets of minutes.

A. SEPTEMBER 24, 2019

MOTION A motion was made by Commissioner Berenis, seconded by Commissioner Martinez, to approve the minutes as amended.

VOTE The motion passed unanimously by voice vote.

B. OCTOBER 15, 2019

MOTION A motion was made by Commissioner Berenis, seconded by Commissioner Salazar, to approve the minutes as amended.

VOTE The motion passed unanimously by voice vote.

4. NEW BUSINESS/ACTION ITEMS

A. REVIEW AND APPROVE: CONTRACT AMENDMENT: MAY CENTER FOR LEARNING

Chair Lefrak said this is a request for a contract amendment. The details are in the meeting packet.

MOTION A motion was made by Commissioner Dickson, seconded by Commissioner Lindahl, to approve the contract amendment.

VOTE The motion passed unanimously by voice vote.

B. REVIEW AND APPROVE: CYC BAR: FATHERS NEW MEXICO

Ms. Sanchez said this is a budget adjustment request. One of their staff has left and one of the facilitators has stepped into the role. This adjusts the pay for the facilitator.

MOTION A motion was made by Commissioner Berenis, seconded by Commissioner Smallwood to approve the BAR.

VOTE The motion passed unanimously by voice vote.

C. REVIEW AND APPROVE: REFINEMENT OF ENDS FRAMEWORK AND SELECTION OF INDICATORS

Chair Lefrak said thank you all for taking the survey online to inform Aspen of our indicators.

Ms. Skogerboe said she and Natalie are working with CYC to prioritize three indicators not included after the merge with Juvenile Justice. We identified several key areas for the Commission to focus on and those are the categories you see. We will review the information and ask the Commissioners to vote on the priorities. This is the result of each Commissioner's input. We met with Richard and Julie yesterday and talked about combining Early Childhood with Supplemental Education and Youth Wellness. We will address that later.

Ms. Skogerboe reviewed the raw data which is herewith attached to these minutes as Exhibit "1". She also reviewed the synthesized data which is herewith attached to these minutes as Exhibit "2".

Ms. Sanchez said the data is interesting as to what was picked up and not picked up. How CYFD would fit into this framework was discussed. It will fall under the juvenile arrest rate.

Chair Lefrak said in terms of combining categories, Early Childhood could be absorbed into Supplemental Education and Youth Wellness.

Ms. Sanchez said the other thing we were thinking about was, as part of the priorities for funding we are currently on a two year grant cycle. If we want to use Navigation and the Network, it would be beneficial to do a three year cycle for the next step of indicators.

Ms. Ochoa said thank you for all the work. This is a bit of an extra comment, but she thinks it is always useful to think about how we are comparing to the country. It is important to keep a national perspective. She was wondering if in a narrative there could be a way to give us a sense of how this compares to a United States indicator in juvenile arrests to shed some light on how we are doing.

Commissioner Dickson asked do they have to match up word for word

Mr. Ochoa said to be statistically accurate yes, but to get an idea, we can see if we are doing a lot better or are far outlying.

Commissioner Smallwood said in using juvenile arrests that could be part of this

it is important to note that each state counts differently.

Commissioner Salazar said the Pugh Research Center has a lot of good information.

Ms. Trott said we can get some of that information and discuss it.

Ms. Trott said on the graphs the stars indicate the top priority.

Ms. Sandoval said we will need to do a vote today on the selected indicators because they will be built into the funding cycle when we release the RFP in February and will be integrated into the Strategic Plan. We also need to vote on moving to a three year funding cycle.

Ms. Trott explained how the indicators were grouped.

Commissioner Trujillo asked in terms of the funding cycle, how does that fit into CYFD funding.

Ms. Salazar said they are moving to a four year grant cycle. For us, we are currently under two year terms for this Commission's funding. The overall plan is to get all our currently grant funded agencies to three or four years. We are proposing three years for now.

Commissioner Trujillo asked in that odd year do the programs wait a year.

Ms. Sanchez said it would be on a separate RFP.

Ms. Ochoa said CYFD requires different things of grantees so we would always have to do a separate RFP.

Commissioner Lindahl asked is it firm that they are going to four years.

Ms. Sanchez said it is not firm yet.

Commissioner Dickson asked would we be committed to certain providers for a certain length of time.

Ms. Sanchez said no. If agencies are underperforming we are able to terminate the funding and allocate the funds to another organization. We would have to go out to another RFP, but it would be a shorter time frame because the funding has been awarded to us already.

Commissioner Dickson said he would not want to lose our being able to be nimble.

Ms. Sanchez said CYFD is supportive of that.

Commissioner Trujillo asked what would be the vetting process to get the other organization to fill in.

Ms. Sanchez said it would be a similar evaluation process as we do for regular granting. A group of at least six Commissioners would come together and vote on what program best fits the model.

Commissioner Dickson asked so you would adjust it through a BAR or an RFP.

Ms. Sanchez said yes.

Ms. Ochoa yes, there are different ways to maintain accountability. The RFP process is not the space to maintain accountability.

Commissioner Dickson asked about the idea that Early Childhood priorities would also fit with Youth Wellness and how we would make that work.

Chair Lefrak said it seems that prenatal care is more of a Youth Wellness one. It seems we could move the teen pregnancy prenatal care into the Youth Wellness category.

Ms. Skogerboe said that makes sense.

Ms. Trott said people could apply to both areas, but that is not a reason not to move it.

Commissioner Ybarra said they are going to move away from getting the data on participation dates. They are having a conference in early February. They have just said they are moving away from reporting on daily attendance rates.

Chair Lefrak said so remove that from indicators since it will not be collected anymore.

Commissioner Lindahl asked how will agencies respond. Does it make sense to them. It is fine for us. Will it be understandable to bidders.

Ms. Sanchez said she is tasked with doing a training with a strategic overview with grantees. It will also include City Councilors if they wish. It gives everyone the opportunity to ask questions before the RFP is released. Then we do another training on how to apply for the RFP. That is another opportunity for the agencies. The plan is to present a final plan mid January for grantees and City leadership, should they choose to come.

Chair Lefrak said we could approve this with the possibilities of looking at it again after receiving input from the agencies and how understandable it is and from PED as to what the new indicators may be. We could hold a special meeting to make adjustments.

Ms. Ochoa asked is there any way to build in a little flexibility for adding another indicator post contract period. If we have agencies who apply for Navigation Funds and are using Unite Us we could respond to something that happened locally that we want to build in. We could have a phrase in the contract that says other indicators may be determined for reporting purposes by the City as needed.

Ms. Sanchez said absolutely.

Chair Lefrak said great idea.

Commissioner Ybarra said February 4th is the conference.

Ms. Sanchez said she will be there with her.

Chair Lefrak said this requires a motion to approve the indicators as amended with the elimination of daily attendance rates, combining Early Childhood with Youth Wellness, adding a phrase in the RFP that says “other indicators may be determined for reporting purposes by the City as needed” and removing the line that says “I plan to go to college or some other school after high school” from the Supplemental Education Priorities.

MOTION A motion was made by Commissioner Smallwood, seconded by Commissioner Lindahl, to approve the indicators as amended.

VOTE The motion passed unanimously by voice vote.

MOTION A motion was made by Commissioner Trujillo, seconded by Commissioner Romero, to move from a two year funding cycle to a three year funding cycle in the upcoming RFP for Commission funding allocations.

VOTE The motion passed unanimously by voice vote.

D. DISCUSSION: ASPEN SOLUTIONS LLC UPDATE

Ms. Skogerboe said we are working with the agencies on the year-end report. They are due by the end of January.

E. REVIEW AND APPROVE: 2020 MEETING CALENDAR

Chair Lefrak said we don't have a calendar to hand out because the two Commissions met on different days and times. We need to determine what meeting time we prefer since we have merged. Our official meetings will happen six times a year and will be in January, March, May, July, September and November. Subcommittee meetings will happen in between if anyone is interested in doing that.

It was decided that the Commission will meet the first Thursday of the month at 5:15 pm.

Ms. Sanchez said she will reschedule days that land on holidays and that will be on the updated calendar.

MOTION A motion was made by Commissioner Lindahl, seconded by Commissioner Salazar, to approve the 2020 meeting calendar.

VOTE The motion passed unanimously by voice vote.

Chair Lefrak said there is need for subcommittee meetings on the Innovation Fund put together by the Mayor's Youth Advisory Board to review projects applications. We are proposing that those subcommittee meetings be January 7th and February 4th at 4:00 pm. Julie will send out notices. Let she and Julie know if you are interested.

Chair Lefrak said the Innovation Fund established because our Commission was receiving community requests for small amounts, such as \$5,000, and that was a huge process. While there were many organizations we felt were deserving of that amount of money we wanted to eliminate the amount of work required in reporting. Also the innovation program is ongoing and rolling. We wanted to be responsive to those kind of emergency and innovative ideas. That money comes from a percentage of GRT. It is a total of \$60,000.

There was discussion around the process.

Ms. Sanchez will send the guidelines and description of the program to all of the Commissioners.

Ms. Ochoa said this is a way to keep the grassroots efforts and conversation going.

5. COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS

Chair Lefrak report that Tommy Rodriguez had resigned as a Commissioner. In the new year perhaps we can discuss policies and procedures for vacancies and an

ideal number of Commission members.

6. REPORT FROM STAFF

A. UPDATE: MAYOR'S YOUTH ADVISORY PROJECTS

Ms. Sanchez said our Mayor's Youth Advisory Board applications just closed and we received 12 applicants. They cover all demographics, all areas of the City, for the youth participatory budgeting project. We did our planning meeting this morning. We are going to take the most qualified youth and make them Board members and others as alternates and all the rest as support members. It is really exciting and is a very heavy lift. Youth are a hard group to recruit. We feel lucky that we got kids from public schools, charter schools and the Indian School through a lot of outreach. She and her new staff member, George Carrasco worked on outreach. He went out and worked with public high schools and met with teachers and guidance councilors. We met with nonprofits who support youth. He was the person on the ground. That was a huge part of getting the right folks to apply. We are going to start phone interviews and start vetting folks and getting the list to the Mayors office. There are one or two youth who are involved in the juvenile justice process and we are happy to have their voices at the table. We will be able to pay them and that is awesome. January 23rd is the first Mayors Youth Advisory Board meeting with the new members. You are all invited to attend if you would like to. The Mayor will be there to welcome all the new members. We are hitting the ground running on this process that will take until June or beyond. We have a facilitator on contract as well.

B. UPDATE: STAFFING UPDATE

Ms. Sanchez announced that she is pregnant. She will be bringing in George to be part of the Commission to get familiar with it so he can handle it when she is on maternity leave starting in June. He will be the temporary liaison until she returns.

Everyone congratulated Ms. Sanchez.

C. CYFD GRANT UPDATE

Ms. Sanchez reported that everything was successfully submitted. We probably won't hear about funding until late December or early January.

D. EXPENDITURE REPORT

Ms. Sanchez handed out the report which is herewith attached to these minutes as Exhibit "3".

Ms. Sanchez reviewed the report.

7. REPORT FROM SITE VISIT

A. FIRST SERVE NEW MEXICO

Ms. Sanchez said she has been taking George out to learn how site visits work. The first one we did was First Serve. The program itself is first rate. They are having struggles getting into certain schools. It has to do with the principals and some of the issues internally. Overall it is an incredibly strong program. We interviewed some of the youth in the program, primarily first English users, who are very excited to be in the program. They are looking for a new venue for tennis. Part of their goal over the next several years is to build their own facility. We went to the Nina Otero and El Dorado sites. They are still recruiting young people. They can start in 7th grade and continue to high school. They are looking at expanding into high school.

B. SWEENEY AFTER SCHOOL PROGRAM

Ms. Sanchez said she loves this program. She is overseeing the after school program for the City. The programs and support they have in place is incredible. They are inclusive in all programs. Kids are bringing in their cousins, friends and neighbors to be part of the program. The barrier is parental support of the program. There are so many who are low income, high need families. Many have issues around the juvenile justice system. Older ones are using substances with little ones there are those who are traumatized. They want to participate in the Navigation Program for their school. They mentioned that their school secretary is the biggest advocate for the youth and families and getting support for them. It is a natural navigation fit. For them it would be great to have this liaison to the families, principal and teachers.

C. GERARD'S HOUSE

Ms. Sanchez said we fund their Immigrant Youth Program for those grieving the loss of a parent while crossing the border or losing a parent otherwise. They are incredibly grateful for the funding. It is the most popular and well attended program for them. All three organizations are grateful for the Commission contacting with Aspen to help them in identifying measures for success.

Ms. Trott said we love working with Gerard's House. We helped them update their surveys. Also we have helped Sweeney do a one pager on their collaborations.

Commissioner Lindahl asked CIS is at Sweeney aren't they.

Ms. Sanchez said yes, there is one coordinator there.

Commissioner Ybarra said Sweeney has 450 students. We are looking at caseloads in terms of need. CIS is in all our south side schools at this point.

Commissioner Trujillo said his experience with CIS is they will help families in need, even if they are not on a case managed list, with rent, food and clothes. They are a strong resource.

Ms. Ochoa said that is one of the reasons for Navigators and investing in the people who help people in need.

Commissioner Trujillo said a lot of the new kids in the Santa Fe public schools have been released from the border.

Commissioner Romero said we don't have funds to support them through the Healthcare Assistance Program, but we hope to provide them with three licenses to get started and have all 15 schools with licenses by fall. It is really an administrative lift for those organizations. Hopefully that will help with the capacity issue.


8. MATTERS FROM THE FLOOR

Commissioner Salazar said she is now working with Behavioral Health Services in the Assertive Treatment Program.

9. ADJOURNMENT

There being no further business before the Commission the meeting adjourned at 5:50 pm.

Commissioner Joanne Lefrak, Chair



Elizabeth Martin, Stenographer