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OCTOBER 30, 2018

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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, Santa Fe, New Mexico. A quorum was present and reflected by roll call.	Page 1
APPROVAL OF AGENDA	<i>Mr. Martinez moved to approve the agenda as presented, second by Mr. Berenis, motion carried by unanimous voice vote.</i>	Page 1
APPROVAL OF MINUTES JULY 31, 2018 AUGUST 14, 2018	<i>Dr. Salazar moved to approve the minutes of July 31, 2018 as presented, second by Mr. Martinez, motion carried by unanimous voice vote.</i>  <i>Mr. Rodriguez moved to approve the minutes of August 14, 2018 as presented, second by Mr. Martinez, motion carried by unanimous voice vote.</i>	Page 1
NEW BUSINESS/ACTION ITEMS a. Introduction: Kyra Ochoa, Community Services Department Director b. Discuss and Approve 2019 CYC Meeting Calendar  c. Discuss and Approve: 2019 CYC Strategic Plan and Appendices  d. Discuss and Approve: CYC Reappointments	<i>Dr. Salazar moved to approve the 2019 CYC Meeting Calendar, second by Mr. Berenis, motion carried by unanimous voice vote.</i>  <i>Mr. Martinez moved to approve the 2019 Strategic Plan and Appendices, second by Mr. Rodriguez, motion carried by unanimous voice vote.</i>  Majority of members expressed their wishes to stay on the Commission, Ms. Love postponed her response. Joanne Lefrak, Chair Tommy Rodriguez Joe Berenis Allegra Love Dr. Lisa Salazar Gus Martinez	Page 1 - 4

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<p>e. Innovation Fund Applicants:</p> <p style="padding-left: 40px;">i. PMS We Count Program</p> <p style="padding-left: 40px;">ii. Black Health NM SF Art, Health and Wellness</p> <p style="padding-left: 40px;">iii. Santa Fe Botanical Gardens Nature and Science Exploration Program</p> <p style="padding-left: 40px;">iv. Spanish DanzArt Community Outreach program in Flamenco Dance</p> <p style="padding-left: 40px;">v. Transformational Learning and Coaching Storytellers &amp; Writers</p> <p>f. Discuss and Approve: innovation Fund Deadline and Public Outreach</p>	<p><i>Dr. Salazar moved to approve the PMS We Count Program, second by Mr. Berenis, motion carried by unanimous voice vote.</i></p> <p><i>Mr. Rodriguez moved not to fund Black Health New Mexico and to offer them future options and suggestions for next funding period, second by Mr. Martinez, motion carried by unanimous voice vote.</i></p> <p><i>Dr. Salazar moved to approve the Santa Fe Botanical Gardens Nature and Science Exploration Program, second by Mr. Rodriguez, motion carried by unanimous voice vote.</i></p> <p><i>Dr. Salazar moved to approve the Spanish DanzArt Community Outreach Program in Flamenco Dance funding, second by Mr. Rodriguez, motion carried by unanimous voice vote.</i></p>	
<p>OLD BUSINESS</p> <p style="padding-left: 40px;">a. SEL Data Collection System</p> <p style="padding-left: 40px;">b. 2019 Site Visit Calendar</p>	<p>Informational</p>	<p>Page 5</p>
<p>COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS</p>	<p>None</p>	<p>Page 5</p>
<p>REPORT FROM STAFF</p>	<p>Informational</p>	<p>Page 5</p>
<p>MATTERS FROM THE FLOOR</p>	<p>None</p>	<p>Page 5</p>
<p>ADJOURNMENT</p>	<p>There being no further business to come before the Children and Youth Committee, the Chair called for adjournment at 7:15 pm</p>	<p>Page 5</p>

**CHILDREN AND YOUTH COMMISSION  
COMMITTEE MEETING  
MINUTES**

**Tuesday, October 30, 2018  
6:00 p.m. to 7:15 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 lack of quorum.

**Roll Call – Present**

Joanne Lefrak, Chair  
Tommy Rodriguez  
Joe Berenis  
Allegra Love  
Dr. Lisa Salazar  
Gus Martinez

**Not Present:**

**Others Present**

Kyra Ochoa, Community Services Department Director  
Julie Sanchez, Program Manager  
Fran Lucero, Stenographer

**2. Approval of Agenda**

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

**3. Approval of Minutes: July 31, 2018, August 14, 2018**

*Dr. Salazar moved to approve the minutes of July 31, 2018 as presented, second by Mr. Martinez, motion carried by unanimous voice vote.*

*Mr. Rodriguez moved to approve the minutes of August 14, 2018 as presented, second by Mr. Martinez, motion carried by unanimous voice vote.*

**4. New Business/Action Items:**

**a. Introduction: Kyra Ochoa, Community Services Department Director**

Ms. Ochoa provided her background information and expressed her thanks to the commissioners for all of their dedication and hard work.

Introduction of commission members.

**b. Discuss and Approval: 2019 CYC Meeting Calendar**

*Dr. Salazar moved to approve the 2019 CYC Meeting Calendar, second by Mr. Berenis, motion carried by unanimous voice vote.*

January 29, 2019	February 26, 2019	March 26, 2019	April 30, 2019
May 28, 2019	June 25, 2019	July 25, 2019	August 27, 2019
September 24, 2019	October 29, 2019	No Meeting	No Meeting

**c. Discuss and Approve: 2019 Strategic Plan and Appendices**

Ms. Sanchez provided a recap from the Strategic Planning Meeting in September 2018. There were a number of changes; they did not go through the intensive process that Human Services will go through on Monday around the matrix and rationale of the computers. This was more of a process to streamline the policies and procedures and updating and revising the fact sheet about the commission. The other piece was looking at the line item budget categories which were also revised. Line Item categories were streamlined to better fit the needs, there has been a lot of confusion on how things were budgeted; this was a process to clarify and streamline. There has been a lot of discussion, especially this last funding cycle around conferences and job development, which was also taken out. This was all discussed in the strategic planning meeting.

Ms. Ochoa asked when a contractor submits their invoice do they submit detail. Ms. Sanchez said they do, based on the present funding cycle but it will be simpler but inclusive of the detail in a shorter version.

*Mr. Martinez moved to approve the 2019 Strategic Plan and Appendices, second by Mr. Rodriguez, motion carried by unanimous voice vote.*

**d. Discuss and Approve: CYC Reappointments**

Ms. Sanchez noted that all members terms at the present time are expired and by roll call asked wishes to remain as members.

Majority of members expressed their wishes to stay on the Commission, Ms. Love postponed her response.

Joanne Lefrak, Chair  
Tommy Rodriguez  
Joe Berenis  
Allegra Love  
Dr. Lisa Salazar  
Gus Martinez

Mr. Berenis asked the status of Jennifer Romero's recommendation to become a member. Ms. Sanchez said the decision was awaiting the hiring of the Director before a decision would be made. Ms. Romero Ms. Ochoa and Ms. Sanchez will meet off line to discuss this topic. The CYC members are all in favor of her appointment.

**e. Innovation Fund Applicants:**

**i. PMS We Count Program**



Last meeting Mr. Berenis, Mr. Rodriguez and the Chair met with these organizations and their decision related to these two organizations turned around from the initial decision. The Chair noted that they were impressed with how fast things would move forward with the iPads.

*Dr. Salazar moved to approve the PMS We Count Program, second by Mr. Berenis, motion carried by unanimous voice vote.*

**ii. Black Health NM SF Public Art, Health and Wellness**

The consensus of the CYC members was that there isn't a clear definition of what they would be doing. The preference would have been to see the structure for their program. Staff should provide feedback to them letting them know that a structured curriculum would be beneficial. At this time they aren't ready to receive funding from the Innovation Fund.

Ms. Love said they might need some seed money to start the program. They need some support and a more defined program definition would be helpful.

Mr. Rodriguez said that referring them to Teen Court who has a successful program would be a good example for them to gather information.

Ms. Sanchez asked if it would be appropriate to have them apply for partial funding requesting that they come back with a descriptive curriculum and plan. It was also noted that when they came to the meeting they were asked questions about the project and the permissions they needed and they didn't have the answers.

*Mr. Rodriguez moved not to fund Black Health New Mexico and to offer them future options and suggestions for next funding period, second by Mr. Martinez, motion carried by unanimous voice vote.*

**iii. Santa Fe Botanical Gardens Nature and Science Exploration Program**

Chair said they applied for the primary funding cycle which they were not funded so they applied for the Innovation Fund. Ms. Sanchez noted that CYC declined their full application and they were urged to apply for the Innovation Fund. Chair stated that she would recommend approval for \$5,000 and reiterated that it is a 10-month program.

*Dr. Salazar moved to approve the Santa Fe Botanical Gardens Nature and Science Exploration Program, second by Mr. Rodriguez, motion carried by unanimous voice vote.*

**iv. Spanish DanzArt Community Outreach Program in Flamenco Dance**

Ms. Sanchez has attended their performances. It was hard to see how they were integrating social educational plans. They are looking at having

close to 100 participants in classes. Funding will cover their rent and instructor fees.

*Dr. Salazar moved to approve the Spanish DanzArt Community Outreach Program in Flamenco Dance funding, second by Mr. Rodriguez, motion carried by unanimous voice vote.*

**v. Transformational Learning and Coaching Storytellers & Writers**

Funding would be to pay for the planning Director, Teacher and portion for operating cost. Program is for 25 ESL students after school from El Camino Real to improve their writing skills. It was noted that there is another school, Ramirez Thomas in close proximity and it was asked if they know of this funding opportunity.

The consensus of the CYC members was to invite this group to come in and provide clarification and an opportunity to ask questions related to the program and outreach to other schools in the near proximity. It would be nice to hear from the program as to why they believe this is innovative.

Staff direction is to extend the invitation to Transformational Learning and Coaching Storytellers and Writers. Ms. Sanchez will reach out for dates and inform the members of proposed dates in November.

**f. Discuss and Approve: Innovation Fund Deadline and Public Outreach.**

The Chair stated that there is no deadline for review of these groups. It was explained that contracts need to be completed by May. This date is late to complete the process. Review times discussed were middle of January and a final decision by February 26, 2019. Ms. Sanchez will create language for the public announcement.

Ms. Love asked, how is this advertised? She suggested that it be included in the Community Foundation newsletter as a good source. Ms. Sanchez said that we also wanted a soft introduction to have the opportunity to know the process before making it widely spread. Mr. Rodriguez said so many of the organizations were going over and beyond for a \$5000 program fund. Mr. Rodriguez asked if everyone who did not get funded apply for Innovation funds. The answer was no, they did not all apply.

Ms. Ochoa recommended defining what you mean by innovative. If part of the goal is to bring them to a higher scale so they can apply for a larger amount, it is important to be informative of what is required. Is it appropriate to wait and see how the program goes before widely announcing the opportunity?

The Chair did concur with Ms. Love's recommendation to place information in the Community Foundation newsletter.

**5. Old Business**

**a. SEL Data Collection System**

Ms. Sanchez noted that this is still in exploration. The Chair and Ms. Sanchez met with the data collection representatives but it is still important to continue the search for systems. She asked the CYC members to make any recommendations on systems that are best suited. The Chair also noted that the initial costs are also priced high, they will continue to investigate what other options are available.

**b. 2019 Site Visit Calendar**

Calendar will be presented in January. Ms. Sanchez said she has spoken to the grantees to let them know that site visits will be done in the foreseeable future. Ms. Sanchez asked the CYC members to make themselves available for these program reviews. A draft of the calendar will be sent beforehand.

**6. Comments from the Chair and Committee Members**

None

**7. Report from Staff**

**a. Expenditure and Contract Update**

Ms. Sanchez is working with staff on the update; report was not ready at this time. Contractors are spending their funds and if there are any occurrences that aren't in line, Ms. Sanchez will let the CYC members know.

**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 7:15 pm

**Signature Page for Children & Youth Commission**

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Joanne Lefrak, Chair

  
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Fran Lucero, Stenographer