



**Passaic County Youth Services Commission  
January 15, 2020 Minutes**

**Voting members present:**

1. Freeholder Cassandra “Sandi” Lazzara
2. Hon. Rudolph A. Filko
3. Melanie Nowling, Esq.
4. Francine Vince
5. Carolyn McCombs
6. Cynthia Heller
7. Dawn Moody
8. Duwan Bogert
9. Le’Var Starr
10. Lt. Ralph Danna for D/Sgt. Cristobal
11. Jayna Patel
12. Markeesha Guthrie
13. Kerry Klug
14. Brenda Browne
15. Lakisha Chambers for Samirah Johnson
16. Larry Alvarez
17. Jason Harding
18. Raymond Branca
19. Zhyiana Allen
20. Detective A. Rodriguez for D/Sgt. Kelly Pacelli

**Voting members absent:**

1. Stephen Radke
2. Cristina Barnes-Lee
3. Carlos Rodriguez
4. Humberto Cuadrado
5. Gino Arevalo
6. Susan Butterfield
7. James Sawyer

**Others present:**

1. Amanda Compton-Dover
2. John D. Givens
3. Elizabeth Cano
4. Donna Glinkin
5. Gabriel Montero
6. Jaclyn Marcella
7. Myrna Villanueva
8. Tashai McFarlane
9. Jenny Vuksic
10. Detective M. Lugo
11. Detective Andres Brea
12. Bonnie Roy
13. Andrea Pereda
14. Antonedy Ledesma (Antman)
15. Marilyn DelValle

The meeting was called to order by Lazzara, at 12:40 PM.

Roll Call was made.

Hon. Rudolph A. Filko	Present
Melanie Nowling, Esq.	Present
Dawn Moody	Present
Freeholder Cassandra "Sandi" Lazzara	Present
Jason Harding	Present
Larry Alvarez	Present
Stephen Radke	Absent
Brenda Browne	Present
Carlos Rodriguez	Absent
Raymond Branca	Present
Francine Vince	Present
Lakisha Chambers in for Samirah Johnson	Present
Dennis Hughes	Absent
Donna Glinkin	Present
Lt. Ralph Danna in for D/Sgt. Laila Cristobal	Present
Duwan Bogert	Present
Cynthia Heller	Present
Le'Var Starr	Present
Humberto Cuadrado	Absent
Detective A. Rodriguez in for D/Sgt. Kelly Pacelli	Present
Carolyn McCombs	Absent
James Sawyer	Present
Jayna Patel	Present
Marqueesha Guthrie	Present
Kerry Klug	Present
Susan Butterfield	Absent

Zhyiana Allen

Present

Lazzara made the announcement of the Open Public Meetings Act.

A motion was made by Vince and seconded by Browne to vote on Freeholder Lazzara and Nowling to continue serving as the chairs of the YSC.

All in favor, motion passed unanimously.

Nowling quickly introduced Bonnie Roy who was the Domestic Violence Team Leader and has now taken over for Felix SanJurjo as the Juvenile Team Leader and will be attending the YSC meetings from now on.

A motion was made by Vince and seconded by Klug to open the public portion of the meeting.

All in favor, motion passed unanimously.

A motion was made by Lazzara and seconded by Vince to close the public portion of the meeting.

All in favor, motion passed unanimously.

#### Approval of Minutes

A motion was made by Lazzara and seconded by Vince to approve the minutes dated December 12, 2019.

Motion passed unanimously.

Under Monitoring Committee Reports, McFarlane reported that she met with Marcella to discuss future monitoring's and monitoring sub-committee meeting dates.

Under Allocations Committee, Nowling stated that they have not met since their last YSC meeting but will be setting up the year's meeting dates.

Under Executive Committee Reports, Nowling reported that they did not meet prior to this YSC meeting as they were waiting for meeting dates. The Executive meeting schedule went out to all members and they will be held on every 2<sup>nd</sup> Wednesday of the month @ 2:30 PM in the Human Services Department, Room 506 (Conference Room). YSC chairs, sub-committee chairs, YSC administrators, and Human Services Director must all attend this meeting. The 1<sup>st</sup> Executive meeting will be held on February 12, 2020 @ 2:30 PM.

Under Planning Committee Reports, McCombs reported that the committee met this morning and they have begun designing an assessment that will be sent out to partners throughout the county to solicit feedback in terms to what the needs are.

Under Youth Services Commission Administrators, Givens passed out their expense report to members and providers. Vince reported that all 2019 invoices should be emailed to Peggy Nixon and Sonya Combs, and starting in 2020 all fiscal and programmatic reports should be submitted monthly via email to: [hsinvoices@passaiccountynj.org](mailto:hsinvoices@passaiccountynj.org)

Detective Rodriguez asked the committee if the Paterson Police department would be able to get an extension for money that was awarded to them late in the year that they did not have a chance to expend? Compton-Dover stated that if they did not request an extension that the answer is no.

Discussion regarding the expense report and fiscal submission followed.

Nowling had Mr. Antonedy Ledesma from Heroes in the Field introduce himself and talk about his program.

Under Juvenile Justice Commission reports, Compton-Dover reported that the planning committee met for their 3 year Comprehensive Plan for 2021-2023 and the guidelines and application is due back to JJC on August 28, 2020 and has to be voted on July's YSC meeting. Monitoring reports also have to be submitted with the 3 year plan. Nowling stated that if anyone in the commission has any suggestions and/or ideas for services of the things that the youth in Passaic are missing that is not being addressed to please let the YSC chairs know so that they can let the planning committee know. Alvarez asked about gang prevention services. Discussion on gang prevention cont. Compton-Dover further stated that a new legislation was passed that allows waiver youth who are serving their term with the Juvenile Justice Commission now have the opportunity to go to the community programs as a waived youth (it does not apply to all offenses). Discussion on the new legislation continued. Compton-Dover also stated that the Governor's Task Force that was involved to help improve Juvenile Justice is holding 3 public meetings, the first one was Thursday, January 9, 2020 in Newark, tomorrow's meeting will be held in Ewing, NJ and the 3<sup>rd</sup> will be held on January 23, 2020 in Camden, NJ. The meetings are open to the public to ask questions and they also give a presentation.

Under Juvenile Detention Alternatives Initiative Innovations, Filko stated that the program that was under JDAI, The Family and Youth Enrichment Program was sent out to the Purchasing Department going through its final editing and will be out for RFP before the end of the week.

Under Old Business, Vince stated that the By-Laws were given out today and given out last month for the YSC to recommend any changes. Discussion about the By-Laws continued.

A motion was made by Vince and seconded by Klug to have the Allocation Committee to define the committee description to include in the By-Laws.  
Motion passed unanimously

Nowling stated that both the Allocations and Executive committee members will be meeting on February 12, 2020. (Allocations @ 1:30 PM, and Executive @ 2:30 PM) at the Human Services Department, Room 506 Conference Room. All Allocation sub-committee members, YSC Chairs, YSC Administrators and Human Services Director are to attend.

Under New Business, Vince reported that everyone should have received their Allocation Letters along with their contract package for renewal for 2020. The information for the RESOLUTION has also so that they can get approved. Vince also reported that the YSC membership list for appointments has to be sent to the Freeholders for approval. Compton-Dover had a question about the Youth Detention Center Director and Vince stated that there has been no response from the member in question but is prepared to show JJC that there is no documentation, and someone should be assigned and have an alternate or designee to serve from that agency.

A motion was made by Filko and seconded by Vince to recommend membership to the Freeholder's for approval.  
All in favor, motion passed unanimously.

Vince also reported that in addition to this being a planning year for the Youth Services Commission the Department of Children and Families has asked each of the Human Services Departments to conduct a Needs Assessment for families and children in the community that they serve. The information is need by the end of May 2020.

Under Program Announcements,

New Destiny: McCombs reported that had a wonderful end of year program that included dancing, acting, and photography.

Passaic Station House: Lt. Danna reported that they graduated 15 for their regular SHAP Program and that concludes their 2<sup>nd</sup> one for the year. Lt. Danna further stated that also completed their VAPE SHAP with 12 juveniles, and have 14 ready to go for 2020.

Probation: Villanueva reported that Probation also had an end of year event for their juveniles and their families. Artwork from Probation was displayed in Family Court.

Heroes in the Field: Ledesma reported that they had a Winter Wonderland at the Boathouse Café in Passaic Park where they had an event for over 600 youth and families sponsored by Councilman Patel. Their next event will be a spring celebration and last year they had over 1,000 youth and families.

Circle of Care: Marcella reported that they also had an end of year event for about 300 youths and their families. The event was held at St. Gerald's in Paterson.

Compton-Dover wanted to announce that she is staying in Passaic as the JJC liaison but will have another person help since she is also taking care of Essex and will be leaving Bergen by the end of the year.

A motion was made by McCombs and seconded by Guthrie to adjourn the meeting.  
All in favor

The meeting was adjourned at 1:40 PM.

Attest:

Marilyn DelValle