



**Passaic County Youth Services Commission
September 16, 2020 Minutes**

Voting members present:

1. Hon. Rudolph Filko
2. Freeholder Cassandra “Sandi” Lazzara
3. Ryan McNamee for Melanie Nowling, Esq.
4. Jason Harding
5. Dawn Moody
6. Kerry Klug
7. Francine Vince
8. La’Quan Hargrove
9. Stephen Radke
10. D/Sgt. Kelly Pacelli
11. D/Sgt. Laila Cristobal
12. Susan Butterfield
13. Brenda Browne
14. Samirah Johnson
15. Cristina Barnes-Lee
16. Crystal Cleaves for Duwan Bogert
17. Cynthia Heller
18. Larry Alvarez
19. Carolyn McCombs
20. Donna Glinkin

Voting members absent:

1. Jayna Patel, Esq.
2. Zhyiana Allen
3. Raymond Branca
4. Carlos Rodriguez
5. Marqueesha Guthrie

6. James Sawyer
7. Humberto Cuadrado

Others present:

1. Amanda Compton-Dover
2. Courtnie Thomas
3. Le’Var Starr
4. Tashai McFarlane
5. Jenny Vuksic
6. Gabriel Montero
7. Myrna Villanueva
8. Jeffrey Steigman
9. Paulina Dutton
10. Shanell Toomer
11. Sharon Bell

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

Roll Call was made

Hon. Rudolph A. Filko	Present
Melanie Nowling, Esq. Ryan Mcnamee, designee)	Present
Dawn Moody	Present
Freeholder Cassandra “Sandi” Lazzara	Present
Jason Harding	Present
Larry Alvarez	Present
Stephen Radke	Present
Brenda Browne	Present
Carlos Rodriguez	Absent
Raymond Branca	Absent
Francine Vince	Present
Samirah Johnson	Present
Donna Glinkin	Present
D/Sgt. Laila Cristobal	Present
Duwan Bogert (Chrystal Cleaves, designee)	Present
Cynthia Heller	Present
La’Quan Hargrove	Present
Humberto Cuadrado	Absent
D/Sgt. Kelly Pacelli	Present
Carolyn McCombs	Present
James Sawyer	Absent
Jayna Patel	Absent
Marqueesha Guthrie	Absent
Cristina Barnes-Lee	Present
Kerry Klug	Present
Susan Butterfield	Present
Zhyiana Allen	Absent

The Open Public Meeting announcement was made and was publicized on the Passaic County Website.

Approval of minutes

There was a motion to move the minutes by Cristobal and seconded by Klug to approve the minutes dated August 26, 2020.

Motion carried

Under Sub-Committee Reports

Under Monitoring Reports, McFarlane reported that the monitoring committee will be having a meeting on September 17, 2020 at 2:00 PM via WebEx. McFarlane also stated that the state is requiring that the monitoring committee do hybrid monitorings. McFarlane further stated that a sign-up sheet was sent out along with the meeting reminder for all voting members to sign up for at least 2 monitoring dates.

Under Allocations Reports, Mcnamee stated that there were 2 Budget Modification submitted. The first Budget Modification was submitted by Options Counseling Center requesting a reallocation of a portion of their grant to accommodate a purchase of a much-needed laptop computer. The laptop will allow better, quicker, and clearer access for our clients to acquire access to the Nurse, one-on-one individuals with their clinician, as well as many other accommodations during the pandemic.

There was a discussion amongst the committee members and suggested that they table the allocation until they have further information. A motion was made by Butterfield and seconded by Heller to table the allocation.

Melanie Nowling, Esq. (Ryan Mcnamee, designee)	YES
Dawn Moody	YES
Freeholder Cassandra "Sandi" Lazzara	YES
Larry Alvarez	YES
Stephen Radke	YES
Brenda Browne	YES
Francine Vince	YES
Samirah Johnson	YES
La'Quan Hargrove	YES
D/Sgt. Laila Cristobal	YES
Donna Glinkin	YES
Duwan Bogert (Chrystal Cleaves, designee)	YES
Cynthia Heller	YES
D/Sgt. Kelly Pacelli	YES
Carolyn McCombs	YES
Susan Butterfield	YES
Kerry Klug	YES
Cristina Barnes-Lee	YES

Motion was approved with 18 in favor to table the budget modification for another date

The second modification came from Probation (POP/Girls Group). Due to the inability to conduct in-person sessions they have not served refreshments or food at each scheduled meeting. Probation would like to provide participants with virtual cooking classes and other activities that requires us to pay vendors to host the classes. The requested allocation of funds is necessary to pay these hosts. The request is merely a reallocation from the refreshment line item to create a line item for vendor services. This

reallocation is not an increase to the original grant funded amount. A motion was made by Lazzara and seconded by Alvarez to reallocate funds from the refreshment line to create a line item for vendor services.

Hon. Rudolph A. Filko	Abstained
Melanie Nowling, Esq. (Ryan Mcnamee, designee)	YES
Dawn Moody	Abstained
Freeholder Cassandra "Sandi" Lazzara	YES
Jason Harding	YES
Larry Alvarez	YES
Stephen Radke	YES
Brenda Browne	YES
Francine Vince	YES
Samirah Johnson	YES
La'Quan Hargrove	YES
D/Sgt. Laila Cristobal	YES
Donna Glinkin	YES
Duwan Bogert (Chrystal Cleaves, designee)	YES
Cynthia Heller	YES
D/Sgt. Kelly Pacelli	YES
Carolyn McCombs	YES
Susan Butterfield	YES
Kerry Klug	YES
Cristina Barnes-Lee	YES

Motion was approved with 18 in favor and 2 abstentions

Under Executive Committee, Starr reported that they discussed today's agenda in preparation for the meeting.

Under Planning Committee Reports, McCombs reported that they will be hosting their 1st Provider Symposium on October 29, 2020 at 1:00 PM via WebEx. Information regarding meeting will be emailed out to all.

Under Youth Services Commission Administrators, Starr reported that he attended the YSC Northern Regional meeting on August 14, 2020. Starr also stated that he received the 2021 Allocation letter. Starr further stated that all providers must bill on a timely fashion so that we can know where the grant dollars are, and provided via WebEx the attendees with a spreadsheet to show their expenditures thus far and their current balance for the remainder of the year. A copy was also emailed out to all providers and chairs.

Under Education/Training/Advocacy Committee: Cleaves reported that the committee had to reschedule their meeting to September 23, 2020.

Under Juvenile Justice Commission, Compton-Dover reported that at the statewide meeting the Director of Juvenile Parole gave a presentation and he will be reaching out to all the YSC Administrators to attend the meetings or speak to one of the members to explain all the changes to the Juvenile Justice Commission.

Under Juvenile Detention Alternatives Initiative, Filko reported that they will be meeting on September 30, 2020 and they should have more information to report on for the next YSC meeting.

Under Program Announcements:

FIS - Parenting Support, and Education, and Sexting Education Program: Steigman reported that they are running 2 programs through the family education program and had 1 virtual group meeting and in July they had another group with (22) attendees, there is another one scheduled for September and 2 additional ones scheduled for October. Steigman further stated that they will have no problem hitting their levels of service for this year.

Passaic Police: They were able to run a program and had a graduation. The 2nd program is set to start on September 19, 2020 and they are expecting (15) juveniles along with their parents. Graduation is scheduled for October 28, 2020

Probation Life Skills: Villanueva reported that they will be hosting a suicide prevention zoom meeting this month.

M&S – JSO: Montero reported that they had (7) and (1) graduated and they are down to (6).

M&S – TASC: Montero reported that they were slow in August but current have (4) referrals.

Newark YMCA: Johnson reported that she will be transitioning out of her position and Shanel Toomer will be taking over.

The next Youth Services Commission Meeting will be held on October 21, 2020.

A motion was made Alvarez and seconded by Pacelli to adjourn the meeting.

Attest:

Marilyn DelValle