



**Passaic County Youth Services Commission  
February 17, 2021 Minutes**

**Voting members present:**

1. Susan Butterfield
2. Cynthia Heller
3. Hon. Rudolph Filko
4. Melanie Nowling, Esq.
5. Francine Vince
6. Dawn Moody
7. Kerry Klug
8. La'Quan Hargrove
9. D/Sgt. Kelly Pacelli
10. D/Sgt. Laila Cristobal
11. Brenda Browne
12. Vanessa Alvarez for Carolyn McCombs
13. Donna Glinkin
14. Marqweesha Guthrie
15. Cristina Barnes-Lee
16. Shanell Toomer
17. Jayna Patel
18. Duwan Bogert
19. Jason Harding
20. Stephen Radke
21. Sandra Castro for Raymond Branca

**Voting members absent:**

1. Commissioner Cassandra "Sandi" Lazzara
2. Kesha Drakeford
3. James Sawyer

4. Humberto Cuadrado
5. Larry Alvarez
6. Zhyiana Allen

**Others present:**

1. Amanda Compton-Dover
2. Kyle Sheehan
3. Safiya Baker
4. Kristin Williams
5. Kristin Hoffman
6. Deborah Holms
7. Le'Var Starr
8. Marilyn DelValle
9. Tashai McFarlane
10. Jennifer Wood
11. Myrna Villanueva
12. Lt. James Lane
13. Wendy Hartmann
14. Gino Arevalo
15. Rachel Kinne
16. Ryan Mcnamee
17. John Michaud
18. Robin Lavorato

The meeting was called to order by Butterfield, at 12:38 PM.

Hon. Rudolph A. Filko	Present
Melanie Nowling, Esq.	Present
Dawn Moody	Present
Commissioner Cassandra "Sandi" Lazzara	Absent
Jason Harding	Present
Larry Alvarez	Absent
Stephen Radke	Present
Brenda Browne	Present
Kesha Drakeford	Absent
Raymond Branca (Sandra Castro, Designee)	Present
Francine Vince	Present
Shanell Toomer	Present
Donna Glinkin	Present
D/Sgt. Laila Cristobal	Present
Duwan Bogert	Present
Cynthia Heller	Present
La'Quan Hargrove	Present
Humberto Cuadrado	Absent
D/Sgt. Kelly Pacelli	Present
Carolyn McCombs (Vanessa Alvarez, Designee)	Present

James Sawyer	Absent
Jayna Patel	Present
Marqweesha Guthrie	Present
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

The minutes from January 20, 2021 were approved by the YSC committee.

Motion carried.

**Presentation:** (Big Brother Big Sisters) given by Rachel Kinne

Butterfield wanted the committee members to think about serving on the YSC sub-committees and further stated that it could also be one of their staff members and/or co-worker. The description of each YSC sub-committee can be found in the YSC By-laws.

**Reports:**

Monitoring Committee, McFarlane reported that the monitoring committee will meet on March 3, 2021 @3:00 PM. Emails were sent out to all providers with their pre-monitoring meeting dates. The pre-monitoring meeting will cover questions regarding fiscal, JAMS, contracts, monitoring, etc. Please make sure all providers prepare all the necessary questions to ask the monitoring committee members. An email reminder will also be sent 2 days prior.

Allocations Committee, Patel reported that the committee met yesterday and met on February 10, 2021 and they were able to have an orientation on the roles of the Allocations Committee are. The orientation was given by Safiya Baker. The committee also discussed that there were 2 programs that went out for a 2<sup>nd</sup> RFP, and 1 was rejected and the other was not picked up. There is currently \$95,000 of unallocated funds and discussed how they were going to allocate those dollars.

Planning Committee, Moody stated that she did not have an updated report, and that she must schedule a meeting with the Planning Committee Chair. Starr stated that the Planning Committee will meet up shortly to discuss data that was sent from the State.

Education, Training, and Advocacy Committee, Bogert reported that the ETA committee met on February 10, 2021 and discussed pushing forward the ETA Virtual Library. The ETA Virtual Discussion Library Series Topics was shared with the committee. They are hoping to get the project going by the end of March, to put together the 1<sup>st</sup> Virtual Series.

Youth Services Commission Administrators, Starr reported that in light of Black History Month, he would like to acknowledge one of their own in the City of Paterson. History will be made, where there will be a school naming ceremony at formally known school, “The Great Falls Academy” will be named the Alonso “Tambua” Moody Academy. This school is currently run by Alonso Moody’s son, Zatiti Moody, and the YSC is proud to have Chief Dawn Moody serve in our YSC and is currently one of our program providers. The school is located at 330 Market Street, Paterson, NJ 07501, and the ceremony will take place on March 17, 2021 @ 11:00 AM. Starr shared a document for all unspent 2020 dollars.

The Allocations committee also created a timeline of unspent funds. Starr shared and read the timeline report. The recommendations made by the Allocations committee were to:

1. Fund a Life Skills Program
2. Ask Paterson Police to run a 3<sup>rd</sup> Station House Adjustment Program
3. Passaic County to have the HSHD enhance their program to allow officers to access urine screenings for participants.

On March 10, 2021, Allocations will meet along with the Executive Committee to discuss and monitor unallocated funds and recommendations from their newly formed Ad Hoc UAF (un-allocated funds) Sub-Committee. Starr further reported that they will need more individuals to sign up for this committee to help monitor and discuss the unallocated dollars. Starr also shared their current spending plan with the committee. Gino Arevalo volunteered to join the Ad Hoc UAF sub-committee.

Juvenile Detention Alternatives Initiative, Nowling reported that they will be rolling out soon their new PEEP (Passaic Educational Enrichment Program). They met last week with a variety of individuals to go over the program. The PEEP program is for youth who are on Probation and will be screened by Probation Officers and it will give them an opportunity to receive a trade certificate. All trainings will be held virtually.

Executive Committee, Mcnamee reported that the committee met last week and discussed today's agenda and discussed having more members join the sub-committees. Heller stated that she would like for the YSC Administrators to send the By-Laws so that they can see a description of each sub-committee.

### **New Business**

#### **Roll-Call Vote of Unallocated Recommendations:**

A motion was made by Pacelli and seconded by Guthrie to approve the Allocation recommendation to fund and award the Probation Life Skills Program for \$15,463 under State Community Partnership dollars.

Hon. Rudolph A. Filko	Abstained
Melanie Nowling, Esq.	YES
Dawn Moody	Abstained
Jason Harding	Abstained
Brenda Browne	YES
Raymond Branca (Sandra Castro, Designee)	YES
Francine Vince	YES
La'Quan Hargrove	YES
Donna Glinkin	YES
D/Sgt. Laila Cristobal	YES
Duwan Bogert	YES
Cynthia Heller	YES
D/Sgt. Kelly Pacelli	YES
Carolyn McCombs (Vanessa Alvarez, Designee)	YES
Susan Butterfield	YES
Kerry Klug	YES
Marqweesha Guthrie	YES
Cristina Barnes-Lee	YES

Motion approved with 15 yeses and 3 abstentions.

A motion was made by Cristobal and seconded by Wood to approve the Allocation recommendation to fund and award the City of Paterson Police Department to run a 3<sup>rd</sup> Station House Adjustment Program under State Community Partnership (\$8,844) and Family Court (\$8,846) dollars for a total of \$17,690.

Hon. Rudolph A. Filko	Abstained
Melanie Nowling, Esq.	YES
Dawn Moody	YES
Jason Harding	Abstained
Brenda Browne	YES
Raymond Branca (Sandra Castro, Designee)	YES
Francine Vince	YES
La'Quan Hargrove	YES
Donna Glinkin	YES
D/Sgt. Laila Cristobal	YES
Duwan Bogert	YES
Cynthia Heller	YES
D/Sgt. Kelly Pacelli	Abstained
Carolyn McCombs (Vanessa Alvarez, Designee)	YES
Susan Butterfield	YES
Kerry Klug	YES
Marqweesha Guthrie	YES
Cristina Barnes-Lee	YES

Motion approved with 15 yeses and 3 abstentions.

A motion was made by Klug and seconded by Moody to approve to allow an enhancement to the HS/HD profile to allow officers access to urinalysis screening for participants for a total of \$5,100 under State Community Partnership dollars.

Hon. Rudolph A. Filko	Abstained
Melanie Nowling, Esq.	YES
Dawn Moody	YES
Jason Harding	Abstained
Brenda Browne	YES
Raymond Branca (Sandra Castro, Designee)	YES
Francine Vince	YES
La'Quan Hargrove	YES
Donna Glinkin	YES
D/Sgt. Laila Cristobal	YES
Duwan Bogert	YES
Cynthia Heller	YES
D/Sgt. Kelly Pacelli	YES
Carolyn McCombs (Vanessa Alvarez, Designee)	YES
Susan Butterfield	YES
Kerry Klug	YES
Marqweesha Guthrie	YES
Cristina Barnes-Lee	YES

Motion approved with 16 yeses and 2 abstentions.

Starr reported that with the approval of the recommendations, there is still a total of \$56,748 (\$24,801 SCP); (\$31,947 FC). Starr expressed the importance to add staff and co-workers to join the Ad Hoc UAF sub-committee so that we can meet the benchmarks.

Arevalo wanted to share with everyone as the CIACC Chair that he would like to see if a group of 7 parents who are active in their CIACC committee, be able to participate in the YSC. *Conversation regarding parent/community engagement continued.* Butterfield stated that she would like to have a motion to accept the idea to add a parent voice to the YSC.

A motion was made by Arevalo and seconded by Guthrie for the YSC Membership and Planning committee add a parent voice to the YSC sub-committees.

Motion approved.

Juvenile Justice Commission, Compton-Dover reported that they are only waiting for the corrections and amendments to the Comprehensive Application. JJC has a committee chaired by Troy Alexander that is putting together a parent section in the JJC website.

A motion was made by Wood and seconded by Heller to adjourn the meeting.

Meeting was adjourned at 2:00 PM

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The next Youth Services Commission Meeting will be held on March 17, 2021.

Attest:

Marilyn DelValle