



**Passaic County Youth Services Commission
January 20, 2021 Minutes**

Voting members present:

1. Susan Butterfield
2. Cynthia Heller
3. Commissioner Cassandra "Sandi" Lazzara
4. Hon. Rudolph Filko
5. Melanie Nowling, Esq.
6. Francine Vince
7. Kesha Drakeford
8. Jennifer Wood for Dawn Moody
9. Kerry Klug
10. La'Quan Hargrove
11. D/Sgt. Laila Cristobal
12. Brenda Browne
13. Carolyn McCombs
14. Donna Glinkin
15. Marqweesha Guthrie
16. Cristina Barnes-Lee
17. Shanell Toomer
18. Jayna Patel

Voting members absent:

1. Zhyiana Allen
2. James Sawyer
3. Humberto Cuadrado
4. Duwan Bogert
5. Jason Harding
6. Larry Alvarez

7. Stephen Radke
8. D/Sgt. Kelly Pacelli
9. Raymond Branca

Others present:

1. Amanda Compton-Dover
2. Le’Var Starr
3. Marilyn DelValle
4. Dr. Burkurie Gjoci
5. Rachel Kinne
6. Ryan Mcnamee
7. Kimmeshia Rogers-Jones
8. Leonard Ted Szczawinski
9. Sandra Castro

Starr reported that before they start the meeting, a Chair and Co-Chair will have to be nominated for 2021. The committee members nominated Susan Butterfield and Cynthia Heller to chair all YSC meeting for 2021.

All members were in favor.

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

Hon. Rudolph A. Filko	Present
Melanie Nowling, Esq.	Present
Dawn Moody (Jennifer Wood, Designee)	Present
Commissioner Cassandra “Sandi” Lazzara	Present
Jason Harding	Absent
Larry Alvarez	Absent
Stephen Radke	Absent
Brenda Browne	Present
Kesha Drakeford	Present
Raymond Branca	Absent
Francine Vince	Present
Shanell Toomer	Present
Donna Glinkin	Present
D/Sgt. Laila Cristobal	Present
Duwan Bogert	Absent
Cynthia Heller	Present
La’Quan Hargrove	Present
Humberto Cuadrado	Absent
D/Sgt. Kelly Pacelli	Absent
Carolyn McCombs	Present
James Sawyer	Absent
Jayna Patel	Present
Marqueesha Guthrie	Present
Cristina Barnes-Lee	Present
Kerry Klug	Present

Susan Butterfield
Zhyiana Allen

Present
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 Klug and seconded by Wood to approve the minutes dated December 18, 2020.

Motion carried.

Reports:

Monitoring Committee, McFarlane stated that she did not have anything to report.

Allocations Committee, Mcnamee reported that the committee met last week and discussed having to put out another RFP for both Teen Court and the After School Prevention Programs. They also discussed having to send back money to the state and how the committee will have to review all expenditures during the 2nd quarter to try and spend down as much money, so they will not have to send back as much money back for 2021. Lastly, they discussed the new chairs for the Allocations Committee who are now, Ryan Mcnamee and Jayna Patel. The Allocations Committee will have an introduction/orientation for all members and new members that joined midway through the year.

Executive Committee, Mcnamee reported that the committee met last week and discussed today's agenda and went through the process of nominating the 2 Chairs.

Planning Committee, McCombs stated that she has nothing to report.

Education, Training, and Advocacy Committee, Starr reported that the committee had to reschedule their meeting due to the Chair having a passing in his family.

Youth Services Commission Administrators, Starr reported that they are looking forward to the new year and will be doing things aggressively this year. They will be having an orientation next month and will discuss what the roles of the Commission is and what the By-Laws are and any questions that individuals may or may not have regarding their participation to this Commission. We will also be holding an orientation for our sub-committees as well. They will also be having 2 pre-monitoring's before their actual monitoring, and this is to expand and enhance the support all providers are receiving and be able to offer any remedies when it comes to billing and spending. Starr further stated that they must be conscious of their spending plan since we had to give back a good amount of money back this year and currently have a good amount of funds still that must be allocated. We will be reviewing the spending plan at every meeting just to keep everyone on the same accord. Starr also stated that the Comprehensive Plan is in revision mode and should be completed shortly. Once we receive our Award, we will then send all the providers their official Award Letters.

Juvenile Justice Commission, Compton-Dover reported that the Comprehensive reviews are in process and should be completed shortly. Compton-Dover introduced Kyle Sheehan who will be point person for the funding side of Passaic County.

Juvenile Detention Alternatives Initiative, Nowling reported that they had a meeting last week, a kickoff meeting for their PEEP (Passaic Education Enrichment Program). They are moving forward with determining which programs we will be providing, the number of youths that will participate in each session, and Probation are looking to see which youth qualify to be in the program. They are looking to

start the program in the next month or two. The program will provide trade programs for youth that qualify after being screened by Probation in conjunction with PCTI (Passaic County Technical Institute) to take part in a 12–15-week trade programs and will have a certificate after successful completion of the program.

New Business

Starr stated that both Susan Butterfield and Cynthia Heller will be receiving notifications to their Executive Meetings. Starr also encourages all providers to connect with Doctor Bukurie Gjoci bgjoci@lagcc.cuny.edu . Starr also stated that their re-bid for their 2021 plan is posted and have 2 services that are out totaling \$95,000.

1. After School Prevention Program for upper Passaic County/Passaic (\$45,000)
2. Teen Court (\$50,000)

A motion was made by Lazzara and seconded by Heller to adjourn the meeting.
Meeting was adjourned at 1:14 PM

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

Attest:

Marilyn DelValle