



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

Voting members present:

1. Susan Butterfield
2. Cynthia Heller
3. Commissioner Cassandra "Sandi" Lazzara
4. Whitney Young on behalf of Larry Alvarez
5. Myrna Villanueva on behalf of Dawn Moody
6. D/Sgt. Kelly Pacelli
7. Lt. James Lane on behalf of Detective/Sgt. Laila Cristobal
8. Donna Glinkin
9. Kerry Klug
10. Marqweesha Guthrie
11. Cristina Barnes-Lee
12. Jamie Jackett on behalf of Kesha Drakeford
13. Stephen Radke
14. Francine Vince
15. Carolyn McCombs
16. Duwan Bogert

Voting members absent:

1. Hon. Rudolph A. Filko
2. Melanie Nowling, Esq.
3. La'Quan Hargrove
4. Arti Kakkar
5. Jason Harding

6. Jayna Patel
7. Raymond Branca
8. James Sawyer
9. Shanell Toomer
10. Humberto Cuadrado
11. Zhyiana Allen

Others present:

1. Amanda Compton-Dover
2. Le'Var Starr
3. Jenny Vuksic
4. Marilyn DelValle
5. Tashai McFarlane
6. Tenaya Bascomb
7. Gabriel Montero
8. Dr. Sybil Schreiber
9. Darrel Real
10. Jillian Adams
11. Fanny Ochoa
12. Stephanie Drag
13. Bridget Souza
14. Rachel Kinne
15. Mignon Huggins
16. Wendy Hartmann

The meeting was called to order by Heller, at 12:35 PM.

Hon. Rudolph A. Filko	Absent
Melanie Nowling, Esq	Absent
Dawn Moody, Alt. Myrna Villanueva	Present
Commissioner Cassandra "Sandi" Lazzara	Present
Jason Harding	Absent
Larry Alvarez, Alt. Whitney Young	Present
Stephen Radke	Present
Francine Vince	Present
Kesha Drakeford Alt. Jaime Jackett	Present
Raymond Branca	Absent
Arti Kakkar	Absent
Shanell Toomer	Absent
Donna Glinkin	Present
D/Sgt. Laila Cristobal, Alt. Lt. James Lane	Present
Duwan Bogert	Present
Cynthia Heller	Present
La'Quan Hargrove	Absent
Humberto Cuadrado	Absent

D/Sgt. Kelly Pacelli	Present
Carolyn McCombs	Present
James Sawyer	Absent
Jayna Patel	Absent
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

A motion was made by Young and seconded by McCombs to approve the minutes from September 22, 2021.

Motion carried

New Business: 15 Minute Presentation – “8 Dimensions of Wellness” by Stephanie Drag

Reports:

Monitoring Committee, McFarlane reported that they have not met for October yet, but they were able to observe Paterson Station House on Saturday, October 16, 2021, and will monitor the program on Tuesday, October 26, 2021. Passaic Regional Station House Program also started their program on October 16, 2021, and the monitoring committee will schedule their monitoring soon.

Allocation Committee, Starr reported that the committee met on Wednesday, October 13, 2021, and discussed the modification request to change personnel for New Destiny’s After School Prevention Program with no movement to their money. The Allocation’s sub-committee approved the modification and wanted to notify the Commission of their decision.

Planning Committee, McCombs reported that they will be meeting on November 9, 2021, and will review considering year end and see if there must be any adjustments and looking forward to the Restorative Justice Hub work that is coming our way.

Education, Training, and Advocacy Committee report, Bogert reported that there are plans to meet and are working hard with the Department of Labor are in the process of opening their doors and are creating policies and is having scheduling conflicts for sub-committee meetings and is hoping to pick the meetings back in December/January. Bogert further stated that they have some innovative opportunities through the Workforce Development Board and will have a more productive year in 2022.

Youth Services Commission Administrators, Starr stated that the Human Services Deputy Director, Vince had some announcements:

- On Thursday, October 28, 2021 @9:00 AM, the Purchasing Department will host a training for all new and existing providers about how to do business with County Government, specifically how to apply for funding for competitive contracting, legal aspects, paperwork, and all the requirements on their end. Vince further stated that she will be going into detail about the kinds of grants that are currently available, the way they plan for those dollars, and the way they put those dollars out. Everyone should be receiving an email invitation for the training and are required to register to get the link and would like all folks to share this information to other organizations that

may be interested in applying for money with the county and creating a new program with the county.

- On Friday, October 29, 2021, they will be having their 2nd Veteran's Workshop Initiative called "Crisis to Homeless" navigating your avenues of support. The event will be held at the Public Safety Academy. The event is to help Veteran's have all the resources and help they need to move forward with their lives.

Starr reported that all providers must submit their quarterly narratives on time, which allows us to review and accept reports. It is also imperative that the JAMS intakes and completions are up to date. If you are having a staff overturn and need assistance, please make sure that you are reaching out to us for that type of support.

Starr further stated that we are requesting all provider to create a budget modification request to add a client service and family engagement line for an opportunity to draw down their remaining funds. These new lines will give further support to not only the individuals that are being serviced but this will also include their families as well. If a youth needs a uniform, a family engagement dinner night for the holidays, then those lines can be used to provide that service and help for them.

Starr also stated that the November meeting has been changed from November 17, 2021, to November 10, 2021, if there is a need for an extension for those providers who will not draw down their funds in the 4th quarter to allow them to use their 2021 dollars in a 5th quarter from January 1, 2022, to March 31, 2022. Also, if the provider has a one-time or big-time expense as a vendor or provider, this will allow you enough time to purchase and draw down the remainder of their dollars.

Starr also reported that the 7th Annual Youth Services Conference will be held on December 2nd and 3rd, 2021, and have a hybrid option to meet in the PCCC in Wanaque Campus and will have a virtual option. The Save the Date went out, and there is a request for vendors and resources and strongly encourage all the vendors to complete the vendor registration form which is a great opportunity to be able to share and market all their services and show partnership. There is also a request for presenters, they currently have speakers and presenters but are looking for a couple more dynamic presenters to participate in the conference this year.

Starr also wanted to talk about The College Application Series which will host their 3rd session on October 21, 2021, which is titled, "a walk through the common application". They will also host one on college essay writing on November 4th and have a financial aid application night on November 18, 2021, all from 6:30 to 8:30 PM. One can register for these classes on passaiccountyrec.org and will be held virtually.

Starr also announced that they submitted their Comprehensive Plan Update, and the state is currently reviewing it and we are awaiting to hear back from the state regarding any corrections that need to be done and they will still be able to go through the RFP process and will be developing the RFP for the After School Prevention Program for the city of Passaic.

In conclusion Starr reported that the Restorative Transformative Justice bill is on pace to the Attorney General's office for regulation review on October 29, 2021, and there are a few meetings around the regulations that we will have the pleasure of participating in and will have more information regarding this bill that was passed back in May.

JJC (Juvenile Justice Commission) Compton-Dover reported on the Comprehensive Plan Update and Application has been reviewed and there are very minor corrections and revisions that need to be done that was discussed with Starr and the important thing is that none of the components are being asked to be

revised which is why the RFP process can go forward. Compton-Dover also stated that the Restorative Transformative Justice Bill is well on it way and that Starr should have received the approval letter for Innovations Programs for 2022 and Passaic is in a good place to have a good January 1st kickoff for all programs.

Juvenile Detention Alternatives Initiative, Starr reported that both Innovations programs were approved for 2022.

Executive Committee, Butterfield reported that there are a lot of great stuff coming out of the Passaic County Youth Services Commission and would like to recognize the providers that are putting forth those proposals. Butterfield also emphasized for providers to make those budget modifications to utilize the funds that are available under the client services and family engagement lines as soon as possible.

Starr wanted to thank all the individuals who are not providers and attended the meeting, their collaboration is important.

Announcements:

No announcements made.

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

The next Youth Services Commission Meeting will be held on November 10, 2021.

Attest:

Marilyn DeValle