



**Passaic County Youth Services Commission  
September 22, 2021, Minutes**

**Voting members present:**

1. Susan Butterfield
2. Cynthia Heller
3. Arti Kakkar
4. Dawn Moody
5. Kerry Klug
6. La'Quan Hargrove
7. Detective G. Toribio on behalf of D/Sgt. Kelly Pacelli
8. Detective/Sgt. Laila Cristobal
9. Donna Glinkin
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. Raymond Branca
17. Duwan Bogert
18. Jayna Patel

**Voting members absent:**

1. Commissioner Cassandra "Sandi" Lazzara
2. Hon. Rudolph A. Filko
3. Melanie Nowling, Esq.

4. Jason Harding
5. James Sawyer
6. Shanell Toomer
7. Humberto Cuadrado
8. Larry Alvarez
9. Zhyiana Allen

**Others present:**

1. Amanda Compton-Dover
2. Bonnie Bellin
3. Le'Var Starr
4. Jenny Vuksic
5. Tashai McFarlane
6. Tenaya Bascomb
7. Ingrid Vaca-Bullaro
8. Myrna Villanueva
9. Kerry Klug
10. Gabriel Montero
11. Fireflies.ai Notetaker Ingrid
12. Charisa Moulton-Francis
13. Dennechia Proctor
14. Wendy (no last name present)
15. Dr. Sybil Schreiber

The meeting was called to order by Heller, at 12:33 PM.

Hon. Rudolph A. Filko	Absent
Melanie Nowling, Esq	Absent
Dawn Moody	Present
Commissioner Cassandra "Sandi" Lazzara	Absent
Jason Harding	Absent
Larry Alvarez	Absent
Stephen Radke	Present
Francine Vince	Present
Kesha Drakeford Alt. Jaime Jackett	Present
Raymond Branca	Present
Arti Kakkar	Present
Shanell Toomer	Absent
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 Alt. Detective G. Toribio	Present

Carolyn McCombs	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

A motion was made by Guthrie and seconded by Klug to approve the minutes from July 21, 2021.  
Motion carried.

**Reports:**

Monitoring Committee, McFarlane reported that they had a meeting in July where they reviewed 5 reports, 11 monitoring were completed so far and there are 3 left to monitor. The committee also met in September where they reviewed Probation Life Skills report.

Allocation Committee, Starr reported that the committee met a discussed the following items to be voted on:

- a. Vote to Approve Probation Budget Modification**
- b. Vote to approve Probation Life Skills Monitoring Report**
- c. Vote to approve Comprehensive Application Update**
- d. Vote to approve Comprehensive Partnership 1/3 Set-Aside**

Probation is requesting an internal budget modification to cover costs of Zoom renewal which was inadvertently excluded from the original budget total. They are requesting that Life Skills is reduced by one session in the amount of \$300.00. The remaining balance of \$120.00 is requested for masks for in-person contact with participants.

Motion passed with 1 abstention.

Probation Life Skills monitoring report was discussed and voted on.

Motion passed.

A motion was made by Moody and seconded by Vince to approve the 2022 Comprehensive Application Update.

Dawn Moody	YES
Stephen Radke	YES
Francine Vince	YES
Kesha Drakeford (Jaime Jackett, Alternate)	YES
Raymond Branca	YES
Arti Kakkar	YES
La'Quan Hargrove	YES
Donna Glinkin	YES
D/Sgt. Laila Cristobal	YES
Duwan Bogert	YES
Cynthia Heller	YES

D/Sgt. Kelly Pacelli (Detective G. Toribio)	YES
Carolyn McCombs	YES
Jayna Patel	YES
Susan Butterfield	YES
Kerry Klug	YES
Marqweesha Guthrie	YES
Cristina Barnes-Lee	YES

Motion passed with 18 Yeses, and 0 Abstention

A motion was made by Butterfield and seconded by Klug to approve the 2022 Comprehensive Partnership 1/3 Set-Aside

Dawn Moody	YES
Stephen Radke	YES
Francine Vince	Abstained
Kesha Drakeford (Jaime Jackett, Alternate)	YES
Raymond Branca	YES
Arti Kakkar	Abstained
La'Quan Hargrove	Abstained
Donna Glinkin	YES
D/Sgt. Laila Cristobal	YES
Duwan Bogert	YES
Cynthia Heller	YES
D/Sgt. Kelly Pacelli (Detective G. Toribio)	YES
Carolyn McCombs	YES
Jayna Patel	YES
Susan Butterfield	YES
Kerry Klug	YES
Marqweesha Guthrie	YES
Cristina Barnes-Lee	YES

Motion passed with 15 Yeses, and 3 Abstention

**Reports Cont.:**

Planning Committee report tabled.

Education, Training, and Advocacy Committee report tabled.

Youth Services Commission Administrators, Starr stated that he wanted to thank all the sub-committee chairs and the entire Youth Service Commission since to their commitment to the process.

JJC (Juvenile Justice Commission) Compton-Dover reported on personnel changes and stated that in October, JJC will be opening the doors to their 1<sup>st</sup> transitional living place for youth that are coming out of our facilities and are on parole status. It is not being opened to probationers but will be for males 18 years of age and over and do not have any place to go and do not want to return to their community and start over someplace else. There were 2 more homes purchased and they are trying to obtain a 4<sup>th</sup> up north.

Juvenile Detention Alternatives Initiative report tabled

Executive Committee, Cynthia Heller stated that the committee discussed all the items on today's agenda.

**New Business:**

Villanueva announced that they have a new supervisor Charisa Moulton-Francis and welcomed her to the Youth Services Commission.

Starr stated that we are looking to partner with all types of Intergovernmental agencies, municipalities, and any one-time services, to be able to draw down our funds.

**Announcements:**

No announcements made.

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The next Youth Services Commission Meeting will be held on October 20, 2021.

Attest:

Marilyn DeValle