



**Passaic County Youth Services Commission
August 16, 2023, Minutes**

Voting members present:

1. Commissioner Orlando Cruz
2. Susan Butterfield
3. Hon. Latoyia Jenkins on behalf of Hon. Yolanda Adrianzen
4. Charisa Moulton-Francis on behalf of Dawn Moody
5. Whitney Young
6. Duwan Bogert
7. Erin Short on behalf of Bart Chou
8. Jason Harding
9. Carolyn McCombs
10. Jessica Rendon on behalf of Donna Glinkin
11. D/Sgt. Laila Cristobal
12. Detective Cindy Carrera on behalf of D/Sgt. Kelly Pacelli
13. Kerry Klug
14. Kathi Satchell
15. Cristina Barnes-Lee
16. Dr. Jason Williams

Voting members absent:

1. Cynthia Heller
2. Arti Kakkar
3. La'Quan Hargrove
4. Melanie Nowling, Esq.
5. Kesha Drakeford
6. Bridget Thomas-Smith
7. Jayna Patel, Esq.
8. Humberto Cuadrado
9. Dr. Sybil Schreiber
10. Mabel Elmore
11. Marqweesha Guthrie
12. Jeannette Pimentel

Others present:

1. Le'Var Starr
2. Marilyn DelValle
3. Jenny Vuksic
4. Amanda Compton-Dover
5. Kyle Sheehan
6. Sean Brown
7. Syreeta Shepherd
8. Marlene Mercado
9. Darshell DuBose-Stone
10. Chris Johnson
11. Lt. James Lane
12. Julia Robbins
13. Stephanie Drag
14. Lisa Cieplechowics
15. Nicole McKenna

The meeting was called to order by Butterfield, at 12:36 PM.

The open Public Meeting Act was read by Vuksic

Roll call was made once we had a quorum

Hon. Yolanda Adrianzen, Alt. Hon. Latoyia Jenkins	Present
Melanie Nowling, Esq.	Absent
Dawn Moody, Alt. Charisa Moulton-Francis	Present
Commissioner Orlando Cruz	Present
Jason Harding	Present
Whitney Young	Present
Jeannette Pimentel	Absent
Bart Chou, Alt. Erin Short	Present
Arti Kakkar	Absent
Kesha Drakeford	Absent
Bridget L. Thomas Smith	Absent
Mabel Elmore	Absent
Donna Glinkin, Alt. Jessica Rendon	Present
D/Sgt. Laila Cristobal	Present
Duwan Bogert	Present
Cynthia Heller	Absent
La'Quan Hargrove	Absent
Humberto Cuadrado	Absent
D/Sgt. Kelly Pacelli	Present
James Sawyer, Alt. Kathi Satchell	Present
Carolyn McCombs	Present
Jayna Patel	Absent
Marqweesha Guthrie	Absent
Cristina Barnes-Lee	Present
Kerry Klug	Present
Susan Butterfield	Present

Approval of minutes: Dated July 19, 2023

All in favor, motion carried.

Reports:

Monitoring Committee Report: Satchell reported that the monitoring committee met, and they recently monitored Grades4life which went well, and they still have other programs left to monitor. The committee is still looking for folks to assist with the programs they still have left to monitor. Vuksic added that the committee met, reviewed, and approved all reports. Vuksic further stated that they still have a couple left to monitor and are looking for volunteers to assist with monitoring them.

Allocations Committee Report:

A motion was made by Cristobal and seconded by Barnes-Lee to approve the budget modification to move line items for staff. The original coordinator is on maternity leave and they are looking to transition someone else in her place. One of the vendors is no longer able to render services and the new vendor has agreed to do the sessions for less. They are moving \$3,000 of \$33,000 from their consultants and professional fees line to add to their personnel line (originally \$2,000) which will now be \$5,000.

Hon. Yolanda Adrianzen, Alt. Hon. Latoyia Jenkins	Abstained
Dawn Moody, Alt. Charisa Moulton-Francis	Abstained
Commissioner Orlando Cruz	Yes
Jason Harding	Yes
Whitney Young	Yes
Bart Chou, Alt. Erin Short	Yes
Donna Glinkin, Alt. Jessica Rendon	Yes
D/Sgt. Laila Cristobal	Yes
Duwan Bogert	Yes
D/Sgt. Kelly Pacelli, Alt. Cindy Carrera	Yes
James Sawyer, Alt. Kathi Satchell	Yes
Carolyn McCombs	Yes
Cristina Barnes-Lee	Yes
Kerry Klug	Yes
Susan Butterfield	Yes

Motion passed with 13 yeses and 2 abstentions.

A motion was made by Cruz and seconded by Klug to approve the D.S. Education Alliance Pilot Application that was brought to the committee last month and tabled due to some folks having questions regarding time, delivery of service, and their hours. They were able to gather those answers and provided them to the Allocations Sub-Committee and to the Youth Services Commission members.

Hon. Yolanda Adrianzen, Alt. Hon. Latoyia Jenkins	Abstained
Dawn Moody, Alt. Charisa Moulton-Francis	Yes
Commissioner Orlando Cruz	Yes
Jason Harding	Yes
Whitney Young	Yes
Bart Chou, Alt. Erin Short	Yes
Donna Glinkin, Alt. Jessica Rendon	Yes
D/Sgt. Laila Cristobal	Yes
Duwan Bogert	Yes
D/Sgt. Kelly Pacelli, Alt. Cindy Carrera	Yes

James Sawyer, Alt. Kathi Satchell	Yes
Carolyn McCombs	Yes
Cristina Barnes-Lee	Yes
Kerry Klug	Yes
Susan Butterfield	Yes

Motion passed with 14 yeses and 1 abstentions.

A motion was made by Klug and seconded by Cruz to approve the budget modification to move \$7,000 from their personnel line (originally \$21,000) due to staff changes within the department. They currently have a new staff member set to start in August. The funds will be moved as follows:

- Training: \$4,500
- Transportation:\$1,000
- Food: \$1,500

Hon. Yolanda Adrianzen, Alt. Hon. Latoyia Jenkins	Abstained
Dawn Moody, Alt. Charisa Moulton-Francis	Yes
Commissioner Orlando Cruz	Yes
Jason Harding	Yes
Whitney Young	Yes
Bart Chou, Alt. Erin Short	Yes
Donna Glinkin, Alt. Jessica Rendon	Yes
D/Sgt. Laila Cristobal	Yes
Duwan Bogert	Yes
D/Sgt. Kelly Pacelli, Alt. Cindy Carrera	Yes
James Sawyer, Alt. Kathi Satchell	Yes
Carolyn McCombs	Yes
Cristina Barnes-Lee	Abstained
Kerry Klug	Yes
Susan Butterfield	Yes

Motion passed with 13 yeses and 2 abstentions.

Planning Committee Report: McCombs reported that the committee met on August 8th and received good news that the Comprehensive Plan deadline has been extended to December 15, 2023 so the committee are going to take the additional time to gather some more data and decided to host a series of focus groups focused around each continuum. McCombs further wanted to invite folks to give the committee feedback, suggestions, and recommendations for future planning for the Comprehensive Plan. The next Planning Sub-Committee meeting will be on September 12, 2023 at 1:00 PM.

Youth Services Commission Administrator’s Report:

- Starr wanted to highlight one of their newest programs, Grades4loife which had a Shark Tank type of graduation where they were able to observe 5 youth do a Shark Tank type of presentation and was impressive. He further wanted to thank all of the folks that came out and CMO for opening up the Circle to allow them to use the space.
- The 3rd quarter ”Lunch & Learn will be held on September 20, 2023 where we will have a full presentation by Dream Free around Dream Free servicing and sex trafficking.
- There will be a DHS Provider’s Summit on August 21, 2023 at the PCCC in their Wanaque Campus.
- The YSC Administrators are in receipt of the RTJ Executed Award and are awaiting disbursement to get that to our vendor. If anyone is interested in being part of the RTJ steering

committee that is headed by Dr. Jason Williams please make sure to reach out to the Youth Services Commission to add you on.

- All vendors please make sure to send in your invoices on a timely fashion so that we can get you paid on time.
- All vendors please make sure to enter your quarterly JAMS narratives, intakes, and your completions

JJC Report: Compton-Dover reported that she did not have anything to report on.

JDAI (Juvenile Detention Alternative Initiative) Committee Report: Judge Jenkins stated that they did not have anything to report on.

Chair Report: Butterfield reported for everyone to get involved with any opportunity that the Youth Services Commission has. Butterfield further stated that when emails are sent for folks to sign up to monitor a program to take advantage of it.

Commissioner's Report: Commissioner Cruz did not have anything to report on but wanted to commend all the hard work that the Youth Services Commission is doing and try to maximize the resources and the benefits from all the programming and upcoming events.

Announcements:

No new announcements were made

Motion to adjourn the meeting was made by Butterfield

Moved by Klug and seconded by Cruz

Meeting adjourned at 1:27 PM

The next Youth Services Commission meeting will be on **September 20, 2023 @ 12:00 PM in person (3rd Quarter 'Lunch & Learn')** 401 Grand Street, 2nd Floor, Room 220, Paterson, NJ, 07505

Attest: Marilyn DelValle