



COUNTY OF ERIE
MARK POLONCARZ
COUNTY EXECUTIVE

ERIE COUNTY YOUTH BOARD MEETING

*Second Monday of each month from 4:30-5:30pm, unless otherwise specified
810 East Ferry St.*

Minutes- January 13, 2025

Present: LaShawn Davis, Jamien Eutsey, Benjamin Fox, Dr. Zaheera Hemphill, Tiffany Lewis, Precious Lugo, Brian Rochford, John Romanowski, Denise Walden-Glenn, Ashleigh Worthy, Wanda Hillman (staff), Dinesha Scarver (staff)

4:30pm

I. Welcome/Introductions- Ice Breaker:

- New Year Intentionality—Jamien asked all Board members to introduce themselves, check in, and share their intentions for the year ahead

4:35pm

II. Youth Bureau Update-Wanda

1. 2025 Primetime Release, Informational Mtg. Proposals due date

- a. Released last Wednesday, 1/8; informational meeting next Thursday, 1/23 at 10:30am (link is on website)
- b. Proposals due 2/5 can request \$10,000.
- c. Typically receive ~60 applications.

2. Review/Scoring Process

- a. Once proposals are in, all Board members will receive a Conflict-of-Interest form to be completed prior to review; **please make sure to complete forms by deadline to keep process moving.**
- b. Review panels (usually 3 panels) of 3-4 people will review a set number of proposals and score them according to a rubric. If you have any issues with the platform, be sure to reach out to Carrie.



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- i. Wanda shared there will be a review of the rubric next week to include compliance requirements.
 - c. In the past, interviews were completed with new agencies but am unsure whether that will be part of the process this year (though it likely will be).
 - d. Dr. Hemphill asked how many agencies receive funding, on average, about 60 for Primetime, 65 for YDP, 20 for Youth Team Sports. 27 for YSEF.
- 3. YB Members Contact List**
 - a. There should be up to 19 members, including 5 folks in the queue
 - b. Wanda will send out ASAP to virtual attendees.
- 4. Site Visits**
- 5. YB Meeting Location**
 - a. We have outgrown the space, so we will move to Appletree once new members are added on
 - b. Upcoming Meeting Dates: February 10th, March 10th, April 14th, May 12th, June 9th, (break for July and August), September 8th, October 6th, November 10th, December TBD

5:00pm

III. Chair's/Vice Chair's Report

1. YB Members Roles & Expectations

- a. Attend monthly meetings
- b. Join and participate in committee meetings
- c. Participate in review and scoring of RFP process and provide input on RFP process

2. Training Interests

- a. Jamien asked for topics folks were interested in (in addition to a Review and Scoring Training)
- b. If people have ideas, either email Jamien or discuss it at meetings
- c. The Youth Bureau is also looking into what training the agencies may need or want



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3. Member Status/Voting

- a. Jamien updated the Board that Charity Lumas resigned (pending a letter) and Sue Lumadue will be acting as a consultant for the Board (not required to participate in RFP scoring but is welcome to offer input)
- b. Bethany Morgan has been inconsistent with attendance without notice, and has not participated in RFP and has not been responsive to outreach
 - i. Jamien asked for a vote about whether to remove her from the Board; Brian motions to initiate a vote to remove Bethany, Denise seconded. Motion passes.

V. Committee Updates

- **Governance Committee**
- **RFP Committee:** Brian is interested
 - Jamien asked folks to think about which they want to be on and next month, members will be assigned (everyone should have the by-laws, which outline the committees; if you do not have them, reach out to Wanda; also on the website)
 - It is permissible for folks to be on multiple committees
 - Brian will share a Google Sheet for folks to sign up for a committee; if you cannot access the sheet, email Brian with what you want to do
 - Will also need to finalize vote for Chair, with Jamien as acting Chair and Maria as Secretary

5:30pm

VI. Closing

- Wanda will update the by-laws on the website
- Meeting adjourned at 5:28pm



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