



**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.*

Present: Jamien Eutsey, Ben Fox, Dr. Zaheera Hemphill, Wanda Hillman, Maria Marinucci,  
Brian Rochford, Jayla Williams, Ashleigh Worthy  
Absent: LaShawn Davis, Charity Lulas, Sue Lumadue, John Romanowski

**Minutes- November 4, 2024**

**4:30pm**

**I. Welcome/Introductions- Ice Breaker:** Wanda Shared we have 2 new members; Jayla Williams and Dr. Zaheera Hemphill. Jamien asked folks to check in on how they are doing, and what they are looking forward to this month and with the holidays.

**4:35pm**

**II. Youth Bureau Update-Wanda:**

- Judie sent the RFP awards. Notifications went out about two weeks ago, 65 YDP agencies, 20 Youth Team Sports, and 28 YSEF agencies.
- Site visits will start again, and Wanda will send emails with the schedule and would like folks to join.
- There are about five people in the Youth Board queue and hopefully they will be on board soon. That should put us at 17 members.
- A person has accepted the Planning Coordinator position and hopefully will start soon. No update on Youth Bureau Director.
- Some agencies are struggling with filling out OCFS forms, so in the past, Board members have gone to the agencies to assist. We would like to bring this back. There is a lot of reporting required, and often there is insufficient or incomplete information.

**5:00pm**

**III. Chair's/Vice Chair's Report - Jamien**



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### 1. Holiday Celebration Planning

- a. Jamien asked the group about whether a meeting in December was wanted, and if so, what would be—more informal/celebratory or formal meeting.
  - i. All in favor of meeting in December for a more informal/bonding gathering. Folks spoke about this being a good time to get to know one another.
  - ii. Wanda proposed holding it at Apple Tree (Union, close to Walden) gathering space. Wanda will investigate budget availability.
- b. In terms of timing, December 9<sup>th</sup> will be when we have it. Time will be determined, but likely the 4:30pm timeslot.

### 2. Review of By-Laws

- a. No real description of the Executive Committee in the Committee description section, but it is described in the section above.
- b. It is acknowledged that By-Laws state committee nominations will happen in November, but that will be delayed.

### V. **Committee Updates: you should sign up at Holiday Gathering; notes on each committee is in the By-Laws, in addition to the following:**

- i. **Governance:** ensures the Board acts in line with the By-Laws.
- ii. **Executive:** brings the concerns of the Youth Board members to the Youth Bureau
- iii. **RFP Committee:** committee will discuss agencies that requested funding and will review the RFPs to ensure consistent scoring.
  - a. Likely has the most work to do to advise on streamlining and simplifying the RFP process and to advise on how the Needs Assessment is utilized and infused into the RFP process (e.g., fund fewer agencies with more money)



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- i. Wanda will send the Needs Assessment to the Board.

**5:30pm**

**VI. Closing:** Meeting was adjourned at 5:30pm