



COUNTY OF ERIE
MARK POLONCARZ
COUNTY EXECUTIVE

Erie County Youth Board Meeting Minutes
Monday, May 13th, 2024, 4:30pm at 810 E. Ferry Ave

Members Present: LaShawn Davis, Jamien Eutsey, Melissa Jones, Maria Marinucci, John Romanowski (via WebEx), Ashleigh Worthy

Members Absent: Liza Acanfora, Nichelle Brown, Benjamin Fox, Charity Lulas, Sue Lumadue, Bethany Morgan, Brian Rochford

Members on Leave of Absence: David Smaszniak

Staff Present: Paul Kubala, Wanda Hillman

Welcome/Introductions:

- Melissa started the meeting at 4:34pm.

Director's Report:

- Paul has resigned from his position, and his last day is May 14th

Chair's/Vice Chair's Report:

- Review of Members (vote)
 - We have some members that have not participated in a while (Nichelle, Angelina, and Liza)—they have not attended meetings and have not done RFPs or site visits; Melissa has reached out to all of them
 - Wanda noted we are meant to be role models for the youth and should uphold our commitments
 - Need to vote on what we want to do: remove them from the Board?
 - We would fall to 11 members, which is our lowest threshold
 - By-laws state that if members miss 4 meetings in a row, then the suggestion is to remove them
 - Angelina left for college; before she left, she noted she was not sure how she would do it, but there has been no response from her since then
 - John spoke up as a college student and noted commitment is still possible
 - Unanimous vote to remove Angelina
 - Nichelle: situation is unknown; only attended two meetings and never did an RFP
 - Unanimous vote to remove
 - Liza: was coming for a while (prior Chair, member for years), then stopped coming. Melissa reached out, and Liza said at this time she does not feel the Board is being run as she thinks it



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should be and maybe she should come later, but then there was no follow up; Melissa gave her options and there was no reply.

- Board members noted she clearly does not want to be here, but discussed how her experience and knowledge would be valuable. Jamien was interested in learning more about direction she would suggest; however, if she hasn't been here to know what is happening, how can she have an opinion?
 - Unanimous vote to remove.
- Sue has been on the Board for years, but had medical issues and took a leave; Melissa asked her to come back. She is unable to do site visits due to her medical issues and was supposed to do RFP review, but at the deadline said she could not do it and could not do so moving forward.
 - She is unable to be an active member of the Board, as per her own admission. Perhaps Melissa can talk with her about stepping down and the Board's desire to be consistent, and would be welcomed back when she is able to fulfill duties.
 - Board discussed other options for keeping her involved; she took two consecutive leaves. Can she offer input in other ways?
 - May want to put By-Law review on agenda for June meeting, and include potential other roles.
 - No decision on status.
- YDP RFP
 - Are now on OnBase and accessible
 - Concern is we have a month (they are due 6/3), then the COIs for Youth Sports, then we would do those and have a final review meeting, but our last meeting is set for June 10th, so we would be doing the reviews when we are supposed to be off.
 - Can we get the RFPs done sooner, or do we want to work through the break?
 - Members seem willing to do either; Wanda will reach out to Judie to see what is possible
- Expectations of Board Members
 - Talk about this often, and often with those meeting expectations
 - Come, and don't be afraid to speak up in meetings!
 - Do as many site visits as possible over the summer!
 - Review RFPs
- COI—Importance of Turning in On Time
 - When COIs are not turned in on time, it holds up the whole process
- Vice Chair Needed (Executive Committee)
 - Need a Vice Chair
 - Responsibilities: have conversations with Melissa, do a couple extra meetings (before Board meetings to set agenda), hold meetings in Chair's absence, chair RFP committee meetings
 - Jamien is interested if he has time—can tell us by June 10th



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- Maria is willing to shift roles from Secretary if needed as well
 - Ashleigh would be willing to step in to Secretary role
- June: Last Meeting Before Summer Break
 - June 10th is the last meeting until September; site visits and potentially RFP meetings will be ongoing
- RFP Committee: Members Needed
 - Ben, Dave, Jamien, John, Liza
 - Jamien and John would remain on Committee
 - Committee talks about scoring sheet ideas, edits to the RFP and focus of it for the cycle, bring suggestions to the Board, etc.
 - Ashleigh is open to joining
- Additional Youth Board Member Recruitment
 - Need good people who are interested and have time
 - Letter of interest, resume, and three references sent to Wanda (2 year commitment)
 - John may know some folks
 - We need at least one youth (14-18) but ideally two
 - Still have all requirements as typical Board members
 - Ashleigh may know some folks, and John has a younger sister
- Site Visits
 - Do them!

Committee Updates

- Governance/Executive: no updates
- RFP/Review: no updates

Adjournment:

- Next meeting is scheduled for **June 10th**
- Adjourned at 5:15pm.