



**COUNTY OF ERIE
MARK POLONCARZ
COUNTY EXECUTIVE**

Erie County Youth Board Meeting Minutes
Monday, June 10th, 2024, 4:30pm at 810 E. Ferry Ave

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

Members Absent: Benjamin Fox, Charity Lulas, Sue Lumadue, Bethany Morgan

Members on Leave of Absence: David Smaszniak

Staff Present: Wanda Hillman

Welcome/Introductions:

- Melissa started the meeting at 4:35pm

Youth Bureau Update - Wanda:

- General Updates
 - Still in the process of searching for Youth Bureau Director; will be doing interviews soon
 - A new Youth Bureau Coordinator has accepted the position; waiting on a start date
 - Wanda will be doing a lot of in-office things prior to leave, but will be doing two site visits:
 - YTS at Tapestry School: Wednesday, 6/12 at 5:30pm
 - United Church/Plymouth Crossroads for Equestrian YTS at Champion Hill Farm in Akron: 6/17 at 5:30pm (program ends June 24th)
- RFP Submissions
 - Not ahead of the game as we had hoped; had some stragglers with submitting scoring sheet
 - Judie asked Wanda whether during or after work hours is better for post-scoring meeting
 - Wanda is hoping to do this week or next because we still need to score another RFP
 - This Thursday morning seems to work well; 10am seems ideal
 - Youth Sports has 29 total applications, so shouldn't be a heavy lift
 - When we are late with scoring sheets, it sets back an entire process for others and the agencies get frustrated; please get them in on time
 - Discussed shifting deadlines, but those don't seem to be the issue
 - How long do folks need for Youth Sports?
 - Will also need to do Conflict of Interest forms
 - Wanda will tell Judie Youth Board can turn around RFP scoring in 3 days

Chair's/Vice Chair's Report:

- Update Regarding Youth Members



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- We already have youth members that meet our quota, but still need other members
- LaShawn has someone interested: a social worker at BuffSci
- Jamien asked about recruiting process; pretty desperate so wherever we can source interested folks from is great
 - Have all interested individuals send resume and letter of interest to Wanda
- Vice Chair Needed
 - Jamien is thinking about it; and would love to step into the space and is willing to take on the reigns
 - There are no “buts”
 - Maria motions to approve, Brian seconds; all vote yes
 - Still need one Executive Committee member; Brian will serve
- By-Law Review
 - Article IV (1) and (2), should we add RFP Review and Site Visits?
 - No where in the By-Laws does it mention Site Visits
 - Should we say a minimum number of Site Visits rather than putting this under absences?
 - Consensus is we should add the expectation of 4 site visits per year (1 per cycle) and RFP numbers
 - *Proposed Language*: Article IV add “(4): Failure to attend a site visit in at least 3 of the 4 cycles per year or failure to complete at least 3 of 4 RFPs (including completion of Conflict of Interest forms, scoring process, and post-scoring meeting, as well as any other associated requirements) in a year without prior approval from the Executive Committee”
 - *Proposed Change*: Article IV (2) says Board President, should say Board Chair
 - Wherever it says Board Director, it should say “Youth Bureau Director or designee”
 - Do want to change the “no more than 2 youth members”?
 - This is OCFS regulation so we cannot change that
 - By-Laws do not say anything about multiple leaves and/or anything about non-voting members; do we need or want this?
 - If a leave is a year, and terms are two years—how does having multiple leaves work?
 - Leaves less than one year can be requested again, up to one year
 - There is nothing in the by-laws that limits non-members from being present or offering perspective, so nothing needs to change to accommodate that
 - Article IX discusses responsibility of the Chairperson but does not spell out the role of other members of the Executive Committee
 - *Proposed Change*: VII (2) “The Executive Committee shall consist of a duly elected Board Chairperson, Board vice Chairperson, Secretary, and one additional member”
 - *Proposed Changes* to Article IX:



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- Add a new “(2) The Vice Chairperson shall preside at all meetings in the absence of the Chairperson and shall Chair the RFP Committee.”
- “(3) The Secretary shall take minutes at all Board meetings”
- Current (2) becomes (4)
 - Board discussed sending out language and allowing folks to vote at the Scoring Meeting

Committee Updates

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

Adjournment:

- Next meeting is scheduled for **September 9th**
- Adjourned at 5:30pm.