



**COUNTY OF ERIE**  
**MARK POLONCARZ**  
COUNTY EXECUTIVE

**Erie County Youth Board Meeting Minutes**

Monday, June 10<sup>th</sup>, 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 24<sup>th</sup>)
- 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 9<sup>th</sup>**
- Adjourned at 5:30pm.