



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
BestSelf Behavioral Health, 325 Manhattan Avenue, Buffalo, NY 14214*

Minutes- January 12, 2026

Present: LaShawn Davis, Reed GianGrasso, Gabriella Kostrzewski, Maria Marinucci, Tyler Skretny, Jayla Williams, Ashleigh Worthy
Kate Hilliman (staff), Dinesha Scarver (staff)

Absent: LaKishia Collins, Jamien Eutsey Dr. Zaheera Hemphill, Tiffany Lewis, Precious Lugo, Sue Lumadue, Wavelle Parchment, John Romanowski, Meghann Simpson, Wanda Hillman (staff),

I. Tour of Facility

- a. BestSelf staff took Board members on a tour of the facility while explaining the program, including snack, academic hour, and enrichment activities.

II. Welcome/Introductions- Ice Breaker

- a. Ashleigh asked folks to how they are feeling today on a scale of 0-10 as well as a holiday recap. Everyone shared.

III. Youth Bureau Update-Wanda, Dinesha, and Kate

- a. **RFPs:** [Primetype Released on January 5th](#) (YDP, YTS, YSEP will release on February 18th)
- i. Kate made a cheat sheet of important upcoming dates, highlighting the due dates of the Conflict of Interest forms (see below)—we cannot proceed with RFP scoring until they are returned
 1. Primetime: February 13th
 2. All Others: March 26th
 - ii. Up against Legislative Recess in August; everything must be done and approved by then in terms of contracts after proposals are scored and programs are awarded funding, or else it is a tight squeeze for programs to begin in October
 - iii. All scoring will happen via OnBase, which is where applications will be uploaded
 1. We will look at Appendix A to evaluate via a rubric
 2. Also helpful to reach the [RFP](#) first to understand the priority programs and what agencies are actually supposed to be doing
 3. Kate will look to do a training about OnBase



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- iv. Post Scoring Meeting is to decide final funding based on scoring and broader considerations
 - 1. This includes helping to minimize bias and sharing insights and perspectives, including, for example, that some agencies may have grant writers while others do not, and some may be trying to fund a program for the first time so lack of experience may not be a negative
- v. Plan ahead with dates: scoring is a major priority and responsibility, and should be given sufficient time and care
- b. Youth Bureau Newsletter**
 - i. Dinesha has taken the lead on this new initiative, which has not yet been released
 - ii. Will include a Resource Corner, Director Message, possibly a Board Message, and a Program Spotlight
- c. Training Program**
 - i. Kate did one on RFP and Contracting with 20 to 30 attendees, many of whom were new
 - ii. Did another on Claiming and received positive feedback
 - 1. PDF of slide decks are on the website
- d. Staff Vacancy**
 - i. There will be a vacant Juvenile Justice Counselor position; if interested, Kate can share posting

IV. Chair's/Vice Chair's Report

a. RFP Committee

- i. Everyone will participate in scoring so Committee is less relevant right now

b. Ad Hoc Training Committee

- i. We have discussed adding this to the By Laws; this is a great role the Board can play to enhance capacity both for ourselves as well as for agencies
- ii. Reminder to think about possible trainings for ourselves and agencies that may be helpful

V. Committee Updates

VI. Upcoming Meetings

- a. Feb 9, 2026: possibly at GLYS
- b. Mar 9, 2026: Tru Way Community Center at George K Arthur Community Center
- c. April 13, 2026: Peace of the City Buffalo
- d. May 11, 2026
- e. June 8, 2026: West Side Community Center
- f. Sept 14, 2026
- g. Oct, to be determined by the board due to the observance of Indigenous Peoples' Day
- h. Nov 9, 2026



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i. Dec 14, 2026

VII. Closing at 5:12pm