

**YOUTH SERVICES ADVISORY BOARD**  
**1-8-08 Meeting Minutes (Approved)**

AGENDA ITEM	DISCUSSION	ACTION
<p><b>Call to Order</b>  <b>Attendance</b></p> <ul style="list-style-type: none"> <li>• YSA Membership</li> <li>• Others:</li> </ul>	<p>Membership introductions for new attendees. Lynn Petroski came with Karen Richmond from the WINGS Program.</p>	<p><b>Call to Order:</b> 3:40 p.m.</p> <p>Members Present: Ann Adams, Sam Bastien, Sallie Brothers, Tedra Cobb, Jim Connor, Jim Davis, Sarah Paddock, Francine Perretta, Karen Richmond, Bill Serafin, Patrick J. Turbett, Joanne Sevick, Lisa Bartalo</p> <p>New Attendees: Lynn Pietroski</p>
<p><b>Minute Approval – 11-29-07 Meeting</b>  Motion to Approve  Second</p>		<p>Jim Davis motioned to approve the 11/29/07 meeting minutes</p> <p>Ann Adams 2<sup>nd</sup> the motion to approve the 11/29/07 meeting minutes.</p> <p>11/29/07 minutes approved.</p>
<p><b>Program Implementation Update</b></p>	<p>Discussion regarding the WINGS Program Implementation</p> <p>Jim Davis was asked to explain where the WINGS Program stands as far as starting in St. Lawrence County. The WINGS Program was supposed to start in 2 school districts in St. Lawrence County in January 2008. The 2 school districts were Massena and Potsdam. Jim Davis the Department of Social Services Commissioner received a letter from Office of Children and Family Services on January 3, 2008 stating that they were not going to release the funding requested until the school districts could show where their matching funds were coming from. The school districts could not use the tax levy, state, or federal funds they receive as the match.</p> <p>The only other thing that could be done at the moment is the County to fund the whole</p>	

	<p>amount for the WINGS Program to be in these 2 school districts and the County is not willing to do that.</p> <p>Since the letter has come out Massena and Potsdam are looking at what other funds they can use as the match. Massena has found other funds to use. They will be using the New York Power Authority monies they receive.</p> <p>Karen Richmond from the WINGS Program stated that she has talked to Office of Children and Family Services and asked them to let her know what funds they can use for the program.</p> <p>Patrick Turbett stated that he knows that Potsdam receives money for tuition for some students that attend Potsdam School and that could be a possibility of funds they might be able to use as the match.</p> <p>Patrick Turbett also stated to let the schools know which funds they can't use as the match. Give the schools the condition that they cannot use the State, Federal or tax levy monies to use as the matching funds.</p> <p>Patrick Turbett suggested that the schools write a letter to Office of Children and Family Services stating that they will not be using the monies out of funds that are not allowed.</p> <p>Jim Davis requested a letter from Potsdam school stating they will not use the monies from the funds that are not allowed and that they will get the funding from a different source.</p> <p>Karen Richmond stated that her concerns are that they have hired some really good staff and don't want to lose them. She sent them home yesterday with 2 weeks pay but that is all WINGS can do. She is hoping this will all be worked out so they can continue to be staff. The question was asked if she could use these staff members in Watertown and she stated they specifically hired employees from St. Lawrence County area so they would be from the area in which they were going to work.</p> <p>Francine Perretta talked a little bit about the monies and why they are looking so closely at the COPS monies right now. A lot of Probation Departments used to get funding from Office of Children and Family Services themselves but later found out they could get their funding for their programs through the Department of Social Services and there</p>	
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	<p>was no cap on the monies available. Since so many Probation Departments have done that the amount of monies being used has increased greatly and that could be part of the reason they are looking more closely.</p> <p>Tedra Cobb asked what the timeline of the approval from Office of Children and Family Service would be. When will they know when the Massena School district using the New York Power Authority monies be approved?</p> <p>Jim Davis stated that it should be rather quick. Office of Children and Family Services will let the Department of Social Services know as soon as it is approved.</p> <p>Karen Richmond stated she was having a meeting with Office of Children and Family Services on Friday and she would see if the contract is approved by then. She stated she would make sure she got the contract and got it to Jim Davis if it was approved. Jim Davis stated he would go with Karen Richmond to the meeting if she thought that would help and Patrick Turbett stated he felt that would be a great idea. Jim Davis agreed to go if he could get approval to go.</p> <p>Tedra Cobb asked if the STAR Program will have to provide the same information for their program.</p> <p>Jim Davis stated that they will not close down the STAR Program but they will have to go through the same process to show they are using the appropriate funds as a match. Office of Children and Family Services has not asked Jim Davis to notify STAR as of yet but it will have to be done.</p> <p>Patrick Turbett stated that the Board of Legislators would probably approve the contract for the WINGS Program to start in Massena and Potsdam as long as the county does not have to pay for the WINGS Program. The Board of Legislators will sign the contract once they have approval from Office of Children and Family Services that they monies the schools have designated to use as the match are appropriate funds.</p> <p>The question was asked why WINGS decided on going to Massena and Potsdam School Districts.</p> <p>The WINGS Program went to Massena and Potsdam because they were big school districts. WINGS is very interested in reaching out and developing programs in the</p>	
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	<p>smaller schools in St. Lawrence County once it is up and running in the larger schools.</p> <p>Massena and Potsdam school districts are very interested in getting the WINGS Program started.</p> <p>Karen Richmond stated that she feels that the WINGS Program getting started is going in the right direction. She didn't really feel they were blindsided. She stated that she prefer this is happening now and they get it all straightened out rather than have the program up and running and then find out.</p> <p>The question was asked of how the attendance in the STAR Program is doing this year and how many youth have been served so far.</p> <p>The schools that the STAR Program is available to are Morristown, St. Lawrence Central, Massena, Norwood-Norfolk and Ogdensburg. Out of all the school the program is available to only 2 of the school districts have used it this year. Approximately 5 youth from Massena and 5 youth from Ogdensburg have used the program this year.</p> <p>Tedra Cobb is very concerned about the STAR Program and why the school districts are not sending students. The Board of Legislators are spending \$300,000 on the STAR Program. The Board of Legislators gave the STAR Program one more year to show that they are being used and are needed. The numbers are not showing that.</p> <p>Jim Davis stated that Dianne Wilby has been trying to find out from the school districts that are able to use the STAR Program why they have not been sending any participants from their schools.</p> <p>The question was asked if there was an out if they no longer wanted to fund STAR? It was believed that there may be a 30 day out.</p> <p>Jim Davis stated he will have Dianne Wilby contact all the school programs that can send students to the STAR Program and ask them to send a representative from their schools to the Board of Legislator's meeting on Monday so they can explain why they are not using the STAR Program.</p> <p>Sallie Brothers, Tedra Cobb, and Patrick Turbett all think the money should go toward a</p>	
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	<p>program or programs that would be worthwhile.</p> <p>In previous years the STAR Program had approximately 100 students attend.</p> <p>For 2007 there have only been 10 students all together. 2 students went to the one day program and 8 students attended the 30 day program.</p> <p>Francine Perretta stated that the Probation did not have any court ordered use for the STAR Program this year. Francine Perretta asked the board if they would like her to get the numbers of students who have attended the STAR Program and from what school districts in the last couple of years. The board stated that they would like that. Francine will forward the numbers.</p> <p>Sallie Brothers stated that she was speaking with Greg Paquin, Board of Legislators and a school teacher at Massena Central, and that he believes that Massena has not been using the STAR Program as much as they know it only has this year and it will probably be going away after that.</p> <p>Karen Richman stated that in speaking with Doug Huntley Massena is looking toward a new way to dealing with the youth. They are getting away from using the STAR Program.</p> <p>Patrick Turbett stated that he would like to press forward on approval of other program like the WINGS Program.</p>	
<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Evaluation Form Template Review</b>	<p>The Evaluation Form Template looks good.</p> <p>There was discussion on where the evaluations from the Program would go.</p> <p>Karen Richmond from the WINGS Program looked it over and stated that it would be easy enough for them to fill out as they use a web-based service called Social Solutions to collect all their data. Karen was saying that the 1<sup>st</sup> two pages of the evaluation would be where they would report out their numbers and then the last 2 pages would be where the programs could use the information from each of their databases to show their outcomes.</p> <p>Tedra Cobb asked the question of that Board that wasn't it the purpose of the evaluation</p>	<p>The evaluations should go to the Department of Social Services since WINGS will be contracting with them. Also a copy should be sent to this Youth Service Advisory Board. The copy to be sent to the Youth Service Advisory Board can be sent in C/O Joanne Sevick.</p> <p>Karen Richmond agreed to bring the information for Social Solutions to the next Youth Service Advisory Board</p>

	<p>to be made up so that all of the programs are reporting out on the same evaluation form.</p> <p>It was stated that it was.</p> <p>There was some discussion on if the Board would be interested in looking at the web-based service WINGS uses now as a possibility for the evaluation for all of the programs. The Board is very interested and seeing what the database looks like.</p> <p>.</p>	<p>meeting for the members to look at to see if it is something they are interested in using for the evaluation for all programs</p>
<b>Old Business</b>		
<b>New Business</b>	<p>FYI Grant Alert Information...</p> <p>The Children's Institute invites school districts, public or private elementary schools, public charter schools, other public agencies and nonprofit 501 (c) (3) organizations to submit proposals for funding the implementation of Primary Mental Health Project (Primary Project) in New York State. It is anticipated that approximately \$200,000 will be available to fund new programs during the 2008-2009 school year.</p> <p>Funds may not be used for the expansion of programs within a current building or to continue a program in a school that is funded during the 2007-2008 school with other resources.</p> <p>The complete Request for Proposal may be downloaded from the Internet:  <a href="http://www.childrensinstitute.net/download/?file=Primary_Project_RFP_2008-2009.pdf">http://www.childrensinstitute.net/download/?file=Primary_Project_RFP_2008-2009.pdf</a></p>	<p>Joanne Sevick brought hand outs regarding this grant information and handed them out to the attendees whom were interested.</p>

Application Due Date: March 14, 2008  
Notification of Award: May 15, 2008

For additional information or to send a completed application:

Arlene Bobin  
Primary Project Grants Coordinator  
Children's Institute, Inc.  
274 North Goodman Street, Suite D103  
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More information about Primary Project, including program overview, standards and fact sheets can be found at <http://www.childrensinstitute.net/programs/primaryProject/>

Patrick Turbett was asked by Legislator Burns to have this Youth Service Advisory Board look at youth employment in St. Lawrence County. Legislator Burns is interested in the possibility of seeing an increase in youth employment throughout the county.

Patrick Turbett stated that Karen St. Hilaire stated that there could be a possibility of using gaming money the county receives to go toward youth programming.

Jim Davis stated that the TANF monies have been increasing for youth employment.

The Youth Service Advisory Board would like to look at youth programming and see where the monies are going as it seems that less and less youth are being employed.

It was brought up that if funding was available for more youth employment you may see other county departments who would be interested in have youth work for them during the summer as temporary help. One department that may be interested is the Highway Department. The Highway Department Director states that they always need more and more temporary help in the summer. Youth could be a good possibility.

	<p>The County Chamber of Commerce also had a sub-committee who was interested in finding out if there are area businesses who are interested in hiring youth interns.</p> <p>Sam Bastien also said that the hospital always has work and are always looking for people to work and they could definitely have places for youth to work on their grounds.</p> <p>The question was asked if they thought this would be a union issue on the hospital grounds as it had been in the past. Sam did not believe so as the youth would not be doing work that would be taking a job away from anyone.</p> <p>The WINGS Program also stated they will be looking to help some of their participants in find employment as well.</p>	
<p><b>Next Meeting</b> Meeting Adjourned</p>	<p>Scheduling of the next meetings</p>	<p>Future meeting dates:</p> <p>February 13, 2008 – 3:30 – 5:00 p.m.  March 12, 2008– 3:30 – 5:00 p.m.  April 9, 2008– 3:30 – 5:00 p.m.  May 14, 2008– 3:30 – 5:00 p.m.  June 11, 2008– 3:30 – 5:00 p.m.</p> <p>Meeting Adjourned: 4:45 p.m.</p>

YSA/AGENDA/ 1-8-08 minutes (approved)