

**YOUTH SERVICES ADVISORY BOARD**  
**9-27-07 Meeting Minutes (Approved)**

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<p><b>Call to Order:</b> 3:34 p.m.</p> <ul style="list-style-type: none"> <li>Membership: Ann Adams, Ruth Ayen, Sam Bastien, Sallie Brothers, Tedra Cobb, Jim Connor , Jim Davis, Gail Gotham, Doug Huntley, Elizabeth Kirnie, Thomas A. Nichols, Walter Paul, Sarah Paddock, Francine Perretta, JoHanna Powell, Steve Putnam, Karen Richmond, Bill Serafin, Patrick J. Turbett, Joanne Sevick, David Valois, Dianne Wilby</li> </ul>	<p>Membership introductions.</p>	<p>Attendees: Ruth Ayen, Sam Bastion, Sallie Brothers, Jim Connor, Gail Gotham, Elizabeth Kirnie, Tom Nichols, Walter Paul, Bill Serafin, Pat Turbett, Joanne Sevick, David Valois, , Sarah Paddock, Lisa Bartalo</p> <p>Board recommends contacting STAR regarding YSA membership. Chair will proceed as requested.</p>
<p><b>Minute Approval – 7-25-07 Meeting</b></p>		<p>Sallie Brothers motioned to approve the minutes for the 7-25-07 meeting.</p> <p>David Valois 2<sup>nd</sup> the motion to approve the minutes for the 7-25-07 meeting.</p> <p>7-25-07 Minutes approved.</p>
<p><b>Sub-Committee Report</b></p> <p>New Program Implementation (NPI)</p>	<p>Minutes for the September 20, 2007 NPI Sub-Committee have been included with the agenda and the 7-25-07 minutes that were handed out at this meeting.</p> <p>At the September 20, 2007 the NPI Sub-Committee meeting the Wings Program and Youth Advocate Program (YAP) YES stated their paperwork has been submitted to the Department of Social Services.</p>	

	<p>At this meeting it was they also discussed the monitoring &amp; evaluation plan and the program evaluation. The discussion was that these items needed to be brought to the full YSA board for discussion.</p> <p>Other discussion was that the NPI Sub-Committee recommended that the programs attend district superintendent and principal meetings.</p> <p>Wings and YAP will attend these district meetings for information dissemination purposes. Joanne Sevick stated that she will also contact a representative from the STAR Program and ask that their program do the same.</p>	
<p><b>Unfinished Business</b></p>	<p>Sam Bastien had forwarded a manual called the Peabody Treatment Progress Battery to look at as an evaluation tool.</p> <p>Sam was asked to explain a little bit about the Peabody Treatment Progress Battery (PTPB).</p> <p>The YSA board members present were interested in looking at the PTPB as a possible evaluation tool. The cost the PTPB is free.</p> <p>There was some discussion in who should case manage the evaluations. Should the programs themselves do it or should someone else do it.</p> <p>It was recommended that the YSA board set up a Tracking &amp; Reporting/Evaluation Sub-Committee to come up with an evaluation plan and once they come up with the evaluation plan the board would like to set up a YSA meeting and invite all the programs to come and go over the plan.</p>	<p>It was agreed upon that Joanne Sevick will send out an email to all YSA board members regarding setting up the Tracking &amp; Reporting or Program Evaluation Sub-Committee and have a meeting to come up with an evaluation plan the YSA board would like to use.</p>

AGENDA ITEM	DISCUSSION	ACTION
<p><b>New Business</b></p> <p>SPOE &amp; SPOA Single Point of Entry – Karen Richman, JC</p> <p>Single point of Access – Sarah Paddock, SLC Mental Health</p>	<p>Karen Richman was not able to attend this meeting.</p> <p>Through Sarah Paddock’s agency they have 4 different programs they offer to youth for mental health issues.</p> <p>Sarah’s agency also formed an Interagency Committee that came up with a universal referral for that can be used for all 4 programs. The committee consists of 15 people who come together and meet and go through the referrals to see what program each youth would benefit from the most. Youth that are in the different programs can move to one of the other programs if their needs become different. The universal form makes it much easier for the person filling it out as they no longer have to fill out several different referrals.</p> <p>The questions was asked how do people find out what services are available because there was mention that superintendents, principals or other agencies may not know these services are available. There is a website that these programs are on. The website is <a href="http://www.northcountrynetworkofcare.org">www.northcountrynetworkofcare.org</a></p>	<p>The information Sarah had to offer was very good and it was decided that the SPOA discussions would continue at future meetings.</p> <p>Sarah will email the universal referral they came up with to Joanne Sevick</p>
<p><b>Next Meeting</b></p> <p><b>Meeting Adjourned</b></p>		<p>October 25, 2007 3:30-5:00 p.m. Human Service Center, 2<sup>nd</sup> Floor Conference Room 80 SH 310, Canton</p> <p>4:55 p.m.</p>

STARYOUTHADVISORY/MINUTES/ 9-27-07