

MENDOCINO COUNTY YOUTH PROJECT
Board of Directors
Meeting Minutes
January 18th, 2017 Wednesday

BOARD MEMBERS ATTENDING: (=PRESENT, =ABSENT)

Jim Brown, CHAIR
 Chris Dewey, Alt.

Warren Galletti
 Antonio Lopez, Alt.

Miles Clark
 Brent Cushenbery, Alt

Rebecca Walker
 Caroline Carine, Alt.

Mark Westerburg
 Alternate

Jason Iversen
 Beth Kirkley, Alt.

STAFF PRESENT: Joanna Olson, Executive Director; Mandie Rojas, CFO; Randi Sanchez, HR Manager; Carla Leach, PEI director; Carter Grissom Inland PEI Manager

CALL TO ORDER Jim Brown called the meeting to order at 7:47 am.

PUBLIC INPUT

None

PAST MINUTES/AGENDA

- Approval of November 16, 2016 minutes (Warren Galletti motions to approve, Jason Iversen seconds)
- Approval of January 18, 2017 agenda (Jason Iversen motions to approve, Warren Galletti seconds)

EXECUTIVE DIRECTOR & PROGRAM REPORTS

Executive Director, Joanna Olson reported the following:

- MCYP volunteered in the County Foster Care Holiday party with button a making station.
- Sent out John Mendoza book Inside Outside to board members, as the book mentions MCYP. Schools have approved book to be distributed to students, 5k copies have been ordered. Jason clarifies UUSD is waiting approval. Warren agrees it is kid oriented, but stresses the importance in observing that the father of the young adult lost works locally, and for all to be sensitive to this family.
- Joanna met with Dave Barrett for purpose of new program family education workshops for Juvenile probation parents.
- Levine House pantry drive went well, and received \$350 from a local church to support the pantry.
- Since moving, the clients at Levine House are doing better, take pride, and are participating in the program more and are sleeping better.
- Reported on transitioning new hires in fiscal, therapist, and admin. MCYP increased Carla and Ariela to fill position on the coast. Carla needed the time to focus on director roles and less direct services.
- In the pianist concert the agency would likely incorporate youth in the behind the scenes work.
- Strategic Planning process is moving along but has been pushed back with consultant change.
- Staff will be attending SOS training in Minnesota in February. Those going are therapists, Youth Workers and Levine House staff. Two community partners will attend.
- With Title IVE we have Motivational Interview training with CEUs Feb. 27-March 1.
- Joanna will be presenting and idea to MCHSA and FCS to possibly utilize grant funds (BEACON, CHAT, CSAT) to provide SOS Therapy with courts and families. MCYP would work in coordination with FCS and courts.
- Joanna and Toby will be representing MCYP advocating in the capitol speaking to legislators about funding homeless and runaway youth.

Executive Director reported on other programs:

- In regards to the PEI North County program; Joanna shared that Billy has been presenting a de-stigmatation group.
- Toby, 2bu Manager is going up to Willits to provide clothing.
- Maggie Steele, will be coming to speak on the day of PEI Family Feud up in Laytonville.
- 2bu applied for grant to help work with girls group, will find out results soon.
- Admin is working on creating new employee evaluation system.

PEI Inland Program Manager reported:

- Carter reported on the podcast and its progress. Carter will host with a teen, the premise of helping teens out with struggles, drugs, alcohol, relationships, stress etc.
- MCYP received a donation of \$2k to cover the cost of 6 episodes.

PEI Program Director, Carla Leach reported:

- Anti-bully classes are going on.
- She is getting ready for 7th graders drug and alcohol courses.
- She has noticed an increase in the clothes closet usage
- She is incorporating the college classes she teaches with the high school students. Recently met with Mendocino High School principal to get the program started.

Joanna reports on the counseling services program:

- Clinical program is hiring for a QA therapist.
- Changes have been made to Terri's role to focus on intakes and assessments.

ACTION ITEMS:

Discussion over Strategic Planning process:

- Strategic Planning process was put on hold due to disconnect between staff of agency and facilitator.
- Jim asked for executive session to discuss a letter received from Sue Haun.
- Jim Suggested asking Steve Zuieback, and Carter suggested Charlie Seltzer. Charlie works with Drug Free Community Coalition. Carter felt his style was fitting for our agency.
- Info collected from staff survey will be used in continuing the strategic plan.
- Board requests research of each possible facilitator qualifications and costs, acquire a couple proposals. .
- Board chair requests amending agenda to add closed session to end and that will give more clarification on moving forward.

In other business:

- Mandie requested to have board members sign form allowing Mandie to replace Valenda as signer to approved paid certifications, which are Joanna, Mimine, and David.
- Board signs with no opposition.

OTHER BUSINESS:

Payscale Discussion:

- Joanna stated that what was presented today is a summary snapshot of where we are compared to other CBOs. Position titles are grouped best.
- We most closely fit with Tapestry Family Services.
- Our admin is higher because we have more funding streams to track. We provide intern services, and that takes more oversight.
- Joanna pointed out the percentage differences.
- Operating budgets are about the same.
- Joanna asked the board to look at this per position, not overall.
- Mandie suggested eliminating steps that we don't ever higher at.
- We have better benefits and the work culture is great, and is a huge perk to staying with us.

- MCYP will present to board different ideas as to implementing these increases.
- Jason requested incremental steps, without freezes.
- Chris brought up morale might be effected the agency raised one person and not another at the same time.
- Mandie found with these results that some positions are not as underpaid as we thought.
- Moving forward, look at funding sources, what can we afford.
- Joanna pointed out that MCYP yearly increases are 4% when other agencies are 5%.
- Jason shared that year over year costs can add up quickly, proceed with caution for increases. Look at sustaining without reducing staff.

CLOSED SESSION

Closed session was held to discuss the letter from Sue Haun, Strategies by Design.

ADJOURNMENT

Board Chair, Jim Brown, adjourned the meeting at 9:05 a.m. after closed session

NEXT MEETING

March 15th, 2017, 7:45 a.m. at MCYP

Minutes submitted by: Randi Sanchez, Human Resources Manager