

MENDOCINO COUNTY YOUTH PROJECT
Board of Directors
Meeting Minutes
October 19th, 2016 Wednesday

BOARD MEMBERS ATTENDING: (=PRESENT, =ABSENT)

<input checked="" type="checkbox"/> Jim Brown, CHAIR	<input type="checkbox"/> Warren Galletti	<input type="checkbox"/> Miles Clark
<input checked="" type="checkbox"/> Chris Dewey, Alt.	<input checked="" type="checkbox"/> Antonio Lopez, Alt.	<input type="checkbox"/> Brent Cushenbery, Alt

<input checked="" type="checkbox"/> Rebecca Walker	<input type="checkbox"/> Mark Westerburg	<input checked="" type="checkbox"/> Jason Iversen
<input type="checkbox"/> Caroline Carine, Alt.	<input type="checkbox"/> Alternate	<input type="checkbox"/> Beth Kirkley, Alt.

STAFF PRESENT: Joanna Olson, Executive Director; Valenda Apperson, CFO; Randi Sanchez, Confidential Secretary

CALL TO ORDER Jim Brown called the meeting to order at 7:51 am.

PUBLIC INPUT

None

PAST MINUTES/AGENDA

- Approval of September 21, 2016 minutes (Jason Iversen motions to approve, Rebecca Walker seconds)
- Approval of October 19, 2016 agenda (Rebecca Walker motions to approve, Jason Iversen seconds)

EXECUTIVE DIRECTOR & PROGRAM REPORTS

Executive Director Joanna Olson reported the following:

- Annual Youth Action Party was held on 9/24 and the event was very well attended.
- MCYP hired a therapist for Ukiah office, and looking to hire another Beacon billing.
- Working with First 5 and Casa to provide trainings
- Strategic Planning process is moving forward, presented timeline. Nov. 14th is scheduled for the meeting.
- CFO position one on one interviews were held, and panel interviews are set for today.
- PEI program hired a Youth worker, and the agency has an ad out for same in Fort Bragg.
- Several staff and community partners will be attending an SOS conference in Minnesota including MCYP ED, Clinical Director.
- PEI Manager, Aurelie will not only be attending the RHY Conference in November but will be presenting!
- Youth Art Show and Auction will be on Nov. 4th, and planning is going well.

CFO presented her report with the following points:

- Title IVE will be received for 1 year instead of the anticipated 6 months. ED stepped in to oversee, and make sure it is done correctly. MCYP is working closely Gina Connors to provide training.
- The agency has an increase in funding from Juvenile Probation, as well as an increase in CHAT, and Medi-Cal.
- MCYP has received small increases in school contracts.
- Valenda in confident the newly purchased van can be paid for from actual money and not reserves.
- Reapplying for Federal Basic Center grant in the spring. Received documents from site visit, good feedback from federal office.

Executive Director reported on other programs:

- PEI inland, held drug and alcohol assemblies at schools.
- Girls group is beginning again as well as more are coming to the closet.

- 2bu Manager, Toby Cox writing her first grant proposal on work readiness skills, for career advancement for girls.
- Staff participated in the Chili Cook-off and was a success, great exposure.
- FES budget was recently approved, from last fiscal year to prepare for the audit. Just now seeing clients because of state level has held MCYP up for half a year. All costs were not brought up at the beginning.
- MCYP will need to determine if the agency can continue to meet demands of costs of running the FES program.

ACTION ITEMS:

- HR Manager position was presented.
- Chris Dewey motions to approve description and pay scale. Becky Walker seconds. All in favor. Effective November 1st, Confidential Secretary, Randi Sanchez-Mellus will become HR Manager.

OTHER BUSINESS:

Levine House, housing needs discussion was held. Following are points and/or suggestions made by Executive Director and board members:

- House on Plum Street has issues, roof fell in last year, and another portion of roof is falling in currently. Landlord did not property fix. Heater continues to be an issue and, window wont lock.
- ED and CFO sought out landlord after several attempts were made to reach him. He is unwilling to repair property to code.
- Joanna plans to meet with him to urge him to provide a livable situation.
- MCYP may lose a contract due to this ongoing issue.
- Becky Walker suggested getting the work done ourselves, and deducting from rent.
- MCYP has enough to sue him for back rent for heater and window, but that would be a last resort situation.
- Redwood Heating and Air refuse to work with landlord’s property unless we pay them directly.
- MCYP has staff expenses but no revenue because we can’t house them.
- Chris Dewey suggested MCYP could approach City of 10,000 Buddha’s to use Trinity property. Also suggests partnering with the city to buy a place. Meeting with Sage, RHDC funding. City of Ukiah receives requests to support homeless, and this could be a great partnership. If we had that lined up the agency’s chances of getting TLP funding would increase.

MCYP presented pay scales at a 2.5% and 4% increase per board request.

- Executive Director, Joanna stated that discussion within management resulted in feelings that lowering the step increase percentage would decrease morale. Staff are already feeling underpaid. The agency has lost staff due to higher salaries elsewhere. Management feels if MCYP does not increase pay scales they cannot support good staff.
- Joanna asked that we table pay scales until we can look into further, which the board agreed to.
- Jim Brown requested cost comparison with other agencies at the next meeting.

CLOSED SESSION

None

ADJOURNMENT

Board Chair, Jim Brown, adjourned the meeting at 8:54 a.m. after closed session

NEXT MEETING

November 16th, 2016, 7:45 a.m. at MCYP

Minutes submitted by: Randi Sanchez, Human Resources Manager