

**MENDOCINO COUNTY YOUTH PROJECT**  
**Board of Directors**  
**Meeting Minutes**  
**March 15<sup>th</sup>, 2017 Wednesday**

**BOARD MEMBERS ATTENDING:** (=PRESENT, =ABSENT)

<input checked="" type="checkbox"/> Jim Brown, CHAIR	<input type="checkbox"/> Warren Galletti	<input type="checkbox"/> Brent Cushenbery
<input checked="" type="checkbox"/> Chris Dewey, Alt.	<input type="checkbox"/> Antonio Lopez, Alt.	<input type="checkbox"/> Scott Carson
<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; Mandie Rojas, CFO and Randi Sanchez Mellus, HR Manager

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

**PUBLIC INPUT**

None

**PAST MINUTES/AGENDA**

- No quorum to approve February 15, 2017 minutes
- No quorum to approve March 15, 2017 Agenda

**EXECUTIVE DIRECTOR & PROGRAM REPORTS**

Executive Director, Joanna Olson reported the following:

- Management team is working with Steve Zueiback at the Leadership training, specifically in communication county wide between staff. Management has decided to utilize Steve's methods and SOS 3 columns in the new evaluation process.
- Charlie Seltzer, who is the new Strategic Planning facilitator will be working on building relationships with management before strategic planning.
- Joanna asked the board for clarification around board reports and what is desired information. Jim asked for things that are out of the ordinary, but condensed. Jason agreed that a reduction in content would be nice.
- MCYP decided to do a sponsorship for concerts in the park, as well with the Chamber of Commerce.
- 2bu is working on the fashion show, in conjunction with Ukiah High.
- 2bu did not receive the grant for girls' empowerment group.
- North Inland area working on Family Feud project.
- PEI Program Director, Carla Leach is gearing up for YAP on the coast.
- MCYP is working on tech issues and communication with management team. Trying to locate funding for communication needs.
- Levine House program is doing much better with clients staying longer, place is clean, respected.
- Proposed to Ukiah property landlord to install an internal stairway for more offices upstairs, waiting to hear back.

Executive Director reported on other programs:

- MCYP has decided to step away from the Family Enhancement Services contract. Paperwork, pushback, micromanagement, very little was going to direct services and took too much admin time. Joanna had spoke with Carol about going forward without the grant contract. Mandie and Joanna will be working on a

contract to fully fund program within the county. Carol Park is scheduled to attend a training and will speak to other grantees regarding grant fulfillment. If there is no forward movement with FES, staff will move to Levine House with no reduced hours.

- School contracts are on schedule to be completed by July 1<sup>st</sup>, being helped along by Tammy Moss Chandler, HHSA Director.
- Strategic Planning process is continuing with Charlie Seltzer who will be attending MCYP All Staff meeting May 10th.
- Joanna states she is watching for the Basic Center grant which is up in September. The release of this as well as Street Outreach, TLP, and other grants might be delayed.
- Staffing:
  - South Coast Youth Worker, Natalie has reduced her hours and stepped up to a part time Manager position, to help hire and train new South Coast staff.
  - Isis will be on maternity leave starting next month.
  - Looking for new hires for PEI in most areas served.
  - New Therapist possibly coming in, paid by CHAT, CSAT and Beacon
  - Becky asked about .5 FTE in FB. Joanna clarified that Carla and Ariela increased hours and MCYP will be reducing that if they hire someone.

Mandie presents her CFO report.

- Mandie is working intensely with auditor, Robertson's, who assigned new auditor.
- Robertson's is helping with state contracts. Tom has been available for consult but Mandie doing most of the work and data collection.
- Jason asked if MCYP has been impacted with Federal grants with new administration. Joanna states that the agency has not heard anything, therefor has not been affected.
- Julie and Mandie attended a demonstration at MCOE on new accounting software.
- Pay scales from other agencies have not come through yet. We have reached out several contacts at RCS with no success.

**ACTION ITEMS:**

None

**OTHER BUSINESS:**

**CLOSED SESSION**

None

**ADJOURNMENT**

Board Chair, Jim Brown, adjourned the meeting at 8:30 a.m.

**NEXT MEETING**

**April 19th, 2017, 7:45 a.m. at MCYP**

**Minutes submitted by:** Randi Sanchez, Human Resources Manager