

**MENDOCINO COUNTY YOUTH PROJECT**  
**Board of Directors**  
**Meeting Minutes**  
**January 17<sup>th</sup>, 2018 Wednesday**

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

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Jim Brown, CHAIR City Ukiah | <input type="checkbox"/> Warren Galletti, MCOE            | <input type="checkbox"/> Warren Galletti, PAUSD Interim               |
| <input type="checkbox"/> Chris Dewey, Alt.                      | <input checked="" type="checkbox"/> Barbara Bloom, Alt.   | <input checked="" type="checkbox"/> Barbara Bloom, PAUSD Interim Alt. |
| <input type="checkbox"/> Rebecca Walker FBUSD                   | <input checked="" type="checkbox"/> Mark Westerburg, WUSD | <input checked="" type="checkbox"/> Jason Iversen, UUSD               |
| <input type="checkbox"/> Caroline Carine, Alt.                  | <input type="checkbox"/> Alt.                             | <input type="checkbox"/> Beth Kirkley, Alt.                           |

**STAFF PRESENT:** Joanna Olson, Executive Director; Randi Sanchez Mellus, HR Manager; Mandie Rojas, CFO

**CALL TO ORDER** Jim Brown called the meeting to order at 7:48 am.

**PUBLIC INPUT**

None

**PAST MINUTES/AGENDA**

- Approval of November 29, 2017 minutes (Jason Iversen, UUSD, motions to approve, Barbara Bloom, MCOE seconds)
- Approval of January 17, 2018 agenda (Jason Iversen, UUSD, motions to approve, Barbara Bloom, MCOE, seconds)

**PROGRAM REPORTS**

Executive Director, Joanna Olson reported the following highlights of the board reports:

- The 2016-17 audit overall went well with no findings.
- Counseling Services seeks new funding to cover losses that cause gaps, such as Juvenile Hall youth.
- Unsure if the agency will receive asset forfeiture funding from the Sheriff's office.
- "Ask letter" scheduled for the end of February, that will provide discretionary funds for the Transitional Living services and Jim Levine Legacy Scholarship.
- Ray Morgan funds received, earmarked specifically for fire victims. Jason asked how we will distribute funds. Joanna shared that we will most likely use it toward counseling services. Jason shared that they have lists of kids who have been affected by the Redwood Complex fire. Barbara shared that counseling is the place its needed most. The board discussed the homeless rate of fire victims and defining homeless. Jason shared how the district is helping families displaced by fire.
- CASA increased funding by \$6k
- Reviewed how participation at the pianist concert is going to help our presence in the community.
- Recently MCYP had a Cal OES site visit for KE shelter grant, went smoothly.
- Shared community events MCYP is participating in, including the 100 Day Homeless challenge participation.
- Joanna reviewed Charlie Seltzer's role. He is helping with Strategic Plan, but also facilitating retreat sessions with Management team.
- Employee evaluations have begun and line staff are to be completed by end of January, with Management goal by the end of February. E.D. evaluation needs to be updated, the current format is not user friendly.
- In Clinical Services billing has increased in CHAT and CSAT funds which is attributed to Mandie knowing the programs well, and establishing work relationships with CalOES staff.
- Clinical meetings were moved to bi-weekly, to align with the timesheets and reporting timeframes.

- On the South Coast MCYP is working with the district with regard to a cyber bullying trend. Law enforcement are working with victims and staff are communicating the need to shut down the chat room.
- Jason suggested partnering with MCOE PVI grant.
- Jason shared that Ksenia at the UHS is amazing and they really enjoy her services.
- Aurelie continues to be the driving force on trainings for Title IVE.
- MCYP continues to work with schools around Opioid use and training.
- Jason shared that there is an influx of concentrated cannabis. Very problematic, in schools right now as is the making honey oil. Joanna asked to work with UUSD and have MOU to make referrals; Jason suggests to talk further with Joanna regarding this.
- Probation youth numbers are low, as are referrals to Foundations. MCYP is making sure youth are still receiving services.
- Mark shared that prescription drugs abuse is on the rise up in Willits.
- There is a decrease in referrals of AB12 youth to Levine House. MCYP is using beds for general homeless that get reimbursed to the county. MCYP is struggling to secure housing for KE shelter, due to housing crisis. Location is key to successful youth. Amanda has been working closely with The Arbor to provide job training WIOA, to train AB12 youth for work through 2bu volunteerism.
- FES is serving 5 families, 1 in que, 2 in intake.

Mandie shared the following highlights from Fiscal report:

- New auditors, Nigro and Nigro were great to work with, she is learning new techniques, it was organized, and went smoothly.
- Workers comp audit went well; results were positive with only \$250 adjustment. This is reflective of correct job categorization of employees.
- Work continues with MCOE on new payroll system.
- Financial statements will be coming out monthly instead of quarterly. In past cost reports were presented to the board, moving forward this will be more like a profit/loss statement.

#### ACTION ITEMS

- District Trustees Signature – Board Approved and signed
- Staywell Health Plan JPA – Board Approved and signed

#### OTHER BUSINESS:

None

#### CLOSED SESSION

None

#### ADJOURNMENT

Board Chair, Jim Brown, adjourned the meeting at 8:48 a.m.

#### NEXT MEETING

**February 21, 2018, 7:45 a.m. at MCYP**

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