

**MENDOCINO COUNTY YOUTH PROJECT**  
**Board of Directors**  
**Meeting Minutes**  
**March 17, 2021**  
*via Zoom*

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

|   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Cedric Crook, City Ukiah PD | <input checked="" type="checkbox"/> Michelle Hutchins, MCOE | <input type="checkbox"/> Warren Galletti, PAUSD         |
| <input type="checkbox"/> Noble Waidelich, City of Ukiah PD      | <input type="checkbox"/> Gina Danner, MCOE Alt.             | <input type="checkbox"/> Alt.                           |
| <input checked="" type="checkbox"/> Carla Leach, FBUSD          | <input checked="" type="checkbox"/> Mark Westerburg, WUSD   | <input checked="" type="checkbox"/> Jason Iversen, UUSD |
| <input type="checkbox"/> Rebecca Walker, Alt.                   | <input type="checkbox"/> Alt.                               | <input type="checkbox"/> Beth Kirkley, Alt.             |

**STAFF PRESENT:** Joanna Olson, Executive Director; Mandie Rojas, CFO; Randi Sanchez-Mellus, HR Manager; Cecelia Pooley-Gillespie, Clinical Director; Melanie Ulvila, Clinical Manager; Aurelie Clivaz, Training Director; Amanda Archer, Program Director; Nicole Flowers, Program Manager

**CALL TO ORDER:** Board Chair, M. Hutchins calls meeting to order at 7:49 a.m.

**PUBLIC INPUT**

None

**PAST MINUTES/AGENDA**

- Approval of February 17, 2021 minutes (J. Iversen motions to approve, C. Leach seconds)
- Approval March 17, 2021 agenda (J. Iversen motions to approve, C. Leach seconds)

**ACTION ITEMS**

None

**PROGRAM REPORTS**

Executive Director, Joanna Olson reports the following:

- MCYP received award notification for continuation of program services for CalOES Supervised Visitation program.
- Basic Center Program non-competitive continuation application, year two of three at \$200,000 was submitted on February 26<sup>th</sup>, 2021.
- Youth Services Program began discussion with Mendocino County HHS to provide Street Outreach services to youth ages up to age 24. The funding level is to be determined.
- J. Iversen inquired about staffing to serve MHSSA contract. Joanna reported that MCYP is able to receive services with current staff, new hires, and will assign a Youth Worker, Care Manager or Therapist depending on referral need. Clinical Director, Cecelia Gillespie shared that MCYP clinical team have staff prepared and also have interpretation services if needed when no bilingual therapist is available. Discussion was held regarding how MCYP receives referrals and the required form.

- E.D. reported that with Covid-19 cases decreasing, discussions are happening among teams around returning to work sites.

CFO, Mandie Rojas reported on the following:

- Mandie shared the latest version of the organizational chart and timeline for the Youth Service Program per board request.
- After reviewing charts and management FTE, board chair, M. Hutchins requested MCYP return with a break-down of management duties / direct service FTE at the April 2021 Board meeting.
- MCYP completed the 19-20 Financial Audit and as projected, loss of \$70,452.00. MCYP has increased the fund balance by 13% and will be able to sustain the increase.

Training Director, Aurelie Clivaz reports on the Youth Services Program (YSP):

- Over view of the integration of Prevention and Early Intervention, Shelter Services, Supervised Visitation and Training programs. Emphasized how the YSP program model will result in providing increased services to youth for fund utilization from the multiple contracts and grants. The YSP team will be reporting regularly to the board on the development of the program and timeline.
- MCYP is participating in and is the lead agency for the Trauma Informed Integration Project. Eight other agencies are participating as well.

#### **OTHER BUSINESS**

None

J. Iversen motions to move to closed session. C. Leach seconds.

#### **REGULAR SESSION ADJOURNMENT:**

Board chair M. Hutchins adjourned at 8:26am

#### **CLOSED SESSION**

Agency and E.D. evaluation survey instruments discussed.

Special meeting scheduled for April 14, 2021 at 7:45am via Zoom to review results.

**NEXT MEETING: April 21, 2021 7:45 a.m. at MCYP**

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