

MENDOCINO COUNTY YOUTH PROJECT
Board of Directors
Meeting Minutes
May 19, 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 checked="" 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; Randi Sanchez-Mellus, HR Manager; Cecelia Pooley-Gillespie, Clinical Director; Aurelie Clivaz, Training Director; Amanda Archer, Program Director

CALL TO ORDER: Board Chair, M. Hutchins calls meeting to order at 7:47 a.m.

PUBLIC INPUT

None

PAST MINUTES/AGENDA

- Approval of April 21, 2021 minutes (J. Iversen motions to approve, W. Galletti seconds)
- Approval May 19, 2021 agenda (J. Iversen motions to approve, W. Galletti seconds)

ACTION ITEMS

None

PROGRAM REPORTS

Executive Director, Joanna Olson reports the following:

- Joanna gave an update of how the agency is changing within the newest Covid-19 tier. Agency staff offices and shared spaces will be fitted with HEPA Air Filters so that clients may be served directly. Staff will continue to serve clients outdoors in the community as well as through virtual platforms. Many staff have elected to return to MCYP offices to conduct work while others will flex their schedule between office and remote work.
- Several staff are returning to college, and MCYP will need to address change of hours and staffing this fall.
- MCYP will be hiring more staff to fulfill contracts. Hiring post pandemic continues to be a challenge.
- Staff continue to conduct outreach and development of school based contracts for FY 2122.
- MCYP received notification of increased contract for Medi-Cal services at \$1 million.
- MCYP conducted an All Staff survey and will be having focus groups based on the results.
- Management team evaluations will be held in the upcoming months, using a 3 column, strength based approach.

- Joanna shared the COO/CFO report in the packet.
- Reviewed new hires and YSP timeline.

Human Resources Manager, Randi Sanchez Mellus reports on the following:

- The agency continues to experience hiring difficulties for front office reception staff.
- Updated board on staffing changes, hires and terminations.
- Preparations for Staywell open enrollment and rate change.

YSP Program Director, Amanda Archer reports on the following:

- Mendocino County has released a RFQ for funding street outreach activities and MCYP plans to submit a proposal.
- Staff Dawn McCarty has moved from Supervised Visitation to Street Outreach, getting youth engaged and back to the drop in center.

OTHER BUSINESS

Management Evaluation Discussion:

- Discussion was held to develop a better evaluation system of Agency and Executive Director.
- The board directs MCYP to create a survey to use for collecting input from community partners.
- It was decided that an ad hoc committee is needed to develop a board specific evaluation for Executive Director.
- W. Galletti and J. Iversen volunteer to be on an ad hoc committee in the fall.

SESSION ADJOURNMENT:

Board chair M. Hutchins adjourned at 8:39am

NEXT MEETING: June 16, 2021 7:45 a.m. at MCYP

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