

Mendocino County Youth Project
Board of Directors
Meeting Minutes,
November 16, 2022

Board Members: (Present, Absent)

Michelle Hutchins, MCOE

Joe Aldridge, WUSD

Jason Iverson, UUSD

Rick Pintane, City of Ukiah PD

Warren Galletti, PAUSD

Jeff Ritchley, LVUSD

Staff Present: Amanda Archer, Executive Director; Mandie Rojas, Deputy Executive Director CFO/COO

Call to Order: Board Chair M. Hutchins, calls meeting to order at 8:02 AM

Public Input:

- None

Past Minutes/Agenda

- Approval of Oct 19th, 2022 Meeting minutes (W. Galletti makes motion. J. Iverson Seconds)
- Approval of November 16th, 2022 draft agenda (W.Galletti makes motion to amend agenda to include BOD chair discussion, J. Aldridge seconds)

Action Items:

- None

Executive Report: Written and presented by Executive Director, Amanda Archer, Deputy Executive Director CFO/COO Mandie Rojas

- CAL OES Spend Report
KE Emergency Funds fully expended at the close of grant sub-the award period
- School Contract Updates
River Oak Charter school contract approved
- Juvenile Hall Para-Professional Contract Discussion:
Per Juvenile Hall's request, Executive Team is to provide a draft contract/budget for up to 1.0 FTE Para-profession Services
- Peer Wellness Center Application Update:
Award Notifications Pending.
- Case Management Software Implementation:
In the final testing phase, with the projected transition to full implementation in mid-December
- Potential Funding Opportunity
CAL OES RFP Submission for Domestic Violence Shelter under consideration by Executive Team

- Medi-Cal Services
 Comprehensive presentation to counseling services team regarding agency funding structure and Medi-cal contract deficits.
 Discussed strategies to maintain productivity goals
 M. Hutchins suggests continued dialogue with Clinical Team on progress towards necessary productivity as well as collective brainstorming with the team on feasible solutions.

- Youth Services Program Activities:
 Narcan Presentation requested by PV School, to take place in December.

 MCYP to be Lead Inland Coordinator for HUD-mandated Point in Time Count to take place in mid-January. MCYP to be partner and volunteer deployment location.

 Drop in Center staff and extend hours and have planned activities available for youth during school holidays.

 Drop-in Center continues to offer drop-in hours on Wednesday and Friday with activities and snacks available.

- Supervised Visitation Services
 Supervised Visitation Services continue to be paused, pending receipt of required certification from the Judicial Council of California for staff who participated in the training.

- Staff News:
 The first quarterly staff News Letter was released highlighting the recent board-approved decision to approve 100% agency-paid insurance.

 Staff have provided very positive feedback about the added benefit of 100% paid the insurance.

- Recruitment:
 Staff Exits: None

 Recruiting for Therapist; AOD Counselor; Youth Success Coaches
 J. Iverson Suggests seeking capacity building and staff retention grant funds that have become more widely available due to post-COVID recruitment and retention challenges.

- **Succession of MCOE Board Seat/Board Chair**
 With M. Hutchins transition from her board seat and role as BOD Chair, discussion regarding the next MCOE board representative.
 M. Hutchins expects to be available for a final BOD meeting in January to ensure smooth transition of the board chair. Further shares that in her recent representation of MCYP in extensive fiscal discussions with MCOE on behalf of MCYP, it has occurred that the Mendocino County Superintendent of School holding MCOE's board seat may pose some conflicts of interest when advising on fiscal matters.

 Discussion re: next Board Chair tabled until the next meeting.

Meeting Adjourned by M. Hutchins at 8:32

Next Board Meeting: January 18th, 2023, 7:45 am-8:45 am via zoom
 Board Minutes submitted by Amanda Archer, Executive Director