

Holliston Youth and Family Services Advisory Council

Minutes of Meeting held on November 13, 2023 (Hybrid format)

Present: Matt Putvinski (chair), Kate Cunningham, Peggy Payne, Dee Phair, Alison Quinan, Jackie Winer, Zoe Moreau

Absent: Cat Correia, John Drohan, Kristen Haddad, Kirsten Rancourt, James Ryan

Opening Remarks:

Matt read the opening statement and rollcall attendance was called. Alison made a motion to open the meeting which was seconded by Kate. Having a motion and a second, Council members unanimously agreed to open this meeting.

Kate made a motion to accept the October 2023 meeting minutes which was seconded by Peggy. The minutes were unanimously accepted.

Director's Report:

1. The 1750 Haunted House event was well attended and raised \$800 for the Community Action Fund (CAF). Jackie extended an invitation to visit the new HYFS office space which has been reconfigured to include segregated working and counseling spaces, a waiting room, sensory space, a resource nook, a youth drop-in / hangout area, and space for groups to meet.
2. Jackie congratulated Zoe Moreau on graduating from the CADCA National Coalition Academy training program. Zoe will travel to Washington DC in January to receive her certification.
3. The department filmed a PSA with HCAT with the goal of publicizing and increasing visibility for the department. Jackie will share out the link as soon as it becomes available.
4. Jackie mentioned several initiatives currently being worked on: expanding mental health collaborative and increasing mental health services. Currently two providers are working out of the office facilitating groups at reduced rates. Charlene Jacobs will coming on sometime this winter and will be running workshops for families on eating disorders and adolescence development.

5. Jackie has created a procedure outline for community requests and a referral form to improve the referral process and to create a step for stakeholders (i.e., other organizations, town departments) to take who may ask for the department's involvement and which Jackie could then bring to the Board for discussion or feedback. Jackie asked the Board to review and send any comments on the document to her and she will send it out again for approval and vote by the Board.
6. Jackie reviewed the data report: There are currently 52 open cases including 7 referrals from October plus 6 new service navigation referrals (ie., Care Solace, OT, elder care, etc.). Allegra has dedicated a good amount of time to following up on previous referrals. In October there were 3 new CAF requests that were received for rent assistance for almost \$5K and 2 gift certificate requests.

Other Business:

1. Community Action Fund (CAF) - No Update
2. HDAAC Update - Zoe
 - a. Zoe will be attending the NCA Graduation.
 - b. Zoe is working to encourage youth involvement. She met with Sue Stone at HHS in September to form an after school club/group for which there will be drop in office hours bi-weekly on the 1st Tuesday and the 3rd Wednesday of each month. Zoe says to look for more recruiting opportunities to come.
 - c. Zoe held a Youth Focus Group last week to gather data for the logic model and the CADCA documents they are required to complete. The primary focus is on alcohol. Zoe expects to hold 1 or 2 more focus groups to gather more data.
 - d. Zoe welcomed a new HHS intern to the team. Working together with Sue Stone at HHS, Zoe hopes to have a new intern from HHS each term.
 - e. The December HDAAC meeting will be important because the group will be working on an action plan and brainstorming and planning for work to be done in the fiscal year September 2024 through September 2025. The meeting will be held on December 14, 2023 from 6-pm via Zoom.
 - f. This is Year 2 of the DFC Grant and Zoe remarked that Jackie gave the Coalition a good foundation to work with going forward.
 - g. Zoe is employing a translation service for materials (HYFS brochures, tip sheets, and HDAAC flyers) to be translated into Spanish and Portuguese (for now).
3. Envisioning Future Holliston (EFH) Update - Dee

- a. Matt understands that Travis Ahern is looking for feedback from each of the committees on areas that impact them and the reasonableness of timeframes and expectations. Jackie will seek clarification at her next department head meeting on what the Town's recommendations to departments what the expectation of HYFS are.
- b. The EFH group will meet on November 14 from 12-2pm to go over department feedback on the Strategic Plan, the Cost Benefit Analysis and the alignment analysis to the Master Plan from 1999 and other previous plans.
- c. Regarding the DEI priority area of the Strategic Plan: there will be an inaugural meeting of the Hate and Bias Coalition on December 6, 2023 which will be facilitated by Dr. Kustka and Travis Ahern and the intention is to meet 3 or 4 times per year. Matt will represent HYFS at the Coalition meeting and will email the Board to share information.
- d. Jackie will respond to Travis Ahern, the Town Manager , regarding the Board's comments on the Hate & Bias Coalition representation and intention.
- e. The Board discussed the Strategic Plan draft and what it means to HYFS as far as what services are expected from the department. Jackie observed that departments which already have strategic plans (ie, Parks & Recreation, Police, Senior Center, Library, etc) were well captured in the alignment of the Town's Strategic Plan. Dee and Jackie can both share feedback from the Board.

Closing Remarks:

Jackie stated that HYFS will have a tree decorated for mental health awareness at Blair Square and she will attend the tree lighting on November 25, 2023 at 4pm.

Dee made a motion to adjourn the meeting which was seconded by Peggy and the meeting was adjourned at 8:17pm.

Next Meeting:

The next meeting of the Youth and Family Advisory Council will be held on Monday, December 11, 2023 at 7pm in a hybrid format.

Respectfully Submitted By: Alison Quinan