

Holliston Youth and Family Services Advisory Council

Minutes of Meeting held on January 8, 2024 (Virtual format)

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

Absent: John Drohan, Cat Correia, James Ryan

Opening Remarks:

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

Minutes from the December meeting were not available for review or approval.

Director's Report:

1. Jackie reported on the Project Shema anti-Semitism event which is one of a series of workshops planned to address issues of hate and bias, DEI, and anti-Semitism. The workshop series is being developed in conjunction with Diverse Holliston as well as leaders from the Temple Beth Torah, HYFS, HPS, and the Interfaith Community.
2. The date for the next for the Holliston Hate and Bias Coalition is January 16th. Jackie will be meeting with Travis Ahern and Kathleen Buckley for a pre-planning meeting and invites folks to submit any questions or concerns they would like to see addressed.
3. Zoe held the HDAAC Stakeholder retreat which was very well attended.
4. Jackie reviewed the FY25 budget request which will be submitted to the Town on January 19th. The budget is fairly straightforward with three notable areas: \$24K for Service Navigator position (actual salary amount to be confirmed by Town accountant); \$500 for translation services; \$10,000 for strategic planner (this is not currently included in the priority budget, but will be presented as part of the secondary budget request). 90% of the budget is Personnel/salary costs. Jackie will be presenting to the Finance Committee and the Selectboard on February 17th at 1:45pm by Zoom.

MOTION: To approve the HYFS FY25 Budget put forth by Jackie and any budgetary changes within \$500 of what the current total budget is. Peggy moved and Dee seconded the motion. The vote was unanimous in favor.

5. Referrals are high which is typical for December/January with a lot of CAF and non-clinical calls in addition to calls from other Town Departments (i.e., Board of Health,

Senior Center) happening right now. Allegra is helping to manage referrals which makes the process more efficient and ensures the responsiveness of the department. There have been 7 referrals so far in December. Jackie surmises that this may be related to increased visibility and school referrals. The new referral process is more manageable as far as recording demographic information and taking non-clinical information which allows for weekly team discussions regarding referrals. She feels it has been improving community relations as callers are responded to quickly.

6. Kirsten is back from maternity leave. Kevin's internship ended in December and some of his cases were moved to Kirsten. Emily will continue as a department intern through June.
7. There have been 4 CAF requests in December with 2 having already been paid out and 2 pending.
8. Upcoming events include workshops with Engaging Minds to be held on January 24th and January 31st. There is also a workshop for 6-9th graders to be held on February 12th at the HYFS office with Studio on the Hill which will involve sewing hearts to spread throughout the Town. These events are open to non-Holliston residents as well.

Other Business:

1. HDAAC Update – Jackie (for Zoe, who is attending the Equity Audit meeting)
 - a. There was a great turnout at the Stakeholder meeting with 21 participants in attendance and they began the conversation for what the action plan for September 2024 will look like. There will be a meeting on Thursday, January 11th from 6:30-7:30pm by Zoom with the steering committee to discuss and organize ideas from the Stakeholder retreat.
 - b. HDAAC is involved with DEI work in Holliston and is working on getting their own DEI trainer to work with students and adults. They are also sitting on groups such as Diverse Holliston, the HPS Equity Audit Steering Committee, the Holliston Hate and Bias Coalition. They are working on getting more substance misuse specific information into the schools and on their social media pages.
 - c. Zoe will be heading to Washington, DC with Jackie, Chief Cassidy, and Barbara Ryan, for the National CADCA Conference. Zoe will be graduating from the National CADCA Academy.
 - d. Zoe will share the HDAAC monthly report in a few days.
2. EFH Update – Dee
 - a. There was a meeting on December 19th to finalize the Strategic Plan. Next meeting will be held on the 15th or 22nd of January to go over the annual reporting templates for departments to report progress toward the plan.

Closing Remarks:

Kate reports that Jackie's annual performance evaluation is complete and includes feedback from Jackie's supervisor and community stakeholders. The evaluation will be submitted on January 9th to the Town Administrator.

Discussion about the Holliston Hate and Bias Coalition was held regarding inclusion and accessibility for stakeholders and increasing participation.

Alison made a motion to adjourn the meeting which was seconded by Kate and the meeting was adjourned at 8:05pm.

Next Meeting:

The next meeting of the Youth and Family Advisory Council will be held on Monday, February 12, 2024 at 7pm in a virtual format.

Respectfully Submitted By: Alison Quinan