

## Holliston Youth Advisory Council

Present: Darlene Vittori-Marsell (Chair), Kathy Cumming, Lynne Rahim, Peggy Payne, Jen Liebermann, Andrew Frimpong, John Drohan, Kassandra Couseillant, Tyler Dunn, Margaret Fitzpatrick and Holly Fischer-Engel.

Absent: Charlie Coughlin

### Opening Remarks:

Peggy made a motion to open which was seconded by Jen. Having a motion and a second, Council members unanimously agreed to open this meeting.

Peggy made a motion to accept the December minutes which was seconded by Holly.

### Director's Report:

1. Margaret and Jackie have been very busy this month with clients. Referrals are increasing. No additional events to report on this month aside from CBJ and school meetings. Data collection continues.
2. Jackie's caseload is close to full. There are currently no Court Diversion clients.
3. Margaret stated that the budget is due by February 5. 1% and 2% increases are proposed for staff with an overall increase of 1.5%. The selectmen are proposing a 2% increase.

### New Business:

1. John Drohan updated on CAF. HBA donated what was left to the 501c3, so that there is \$18K currently in the fund. Decisions need to be made about what will remain in savings once the next fundraiser is decided and it is determined what is needed to fund it.

John hopes to donate \$5K to YFS once the board is set and the fundraiser has been decided upon. He hopes that this will be in the next 30 days. Currently, the board needs 4 more members to round out at 7.

The current plan is to hold a fundraiser within the next 6 months. HCAT will allow 5 minutes for an informational. John will work with Margaret on advertising.

2. Kassandra and Tyler are having difficulty finding replacements. They will talk to Sue Stone and the HHS guidance department for ideas.

3. The board discussed revamping Margaret's evaluation tool. The board will create evaluation questions for the stakeholders that we ask input of. The board will also look at the job description and the current evaluation. Darlene is waiting on the updated job description from Liz Greendale.

Margaret made suggestions that the board speak to stakeholders that she works more directly with. She suggested Manny Harwich (HHS guidance), the HHS VP as well as VPs at other schools. She also suggested Bryan DiGiorgio (SRO).

4. Lynne had contacted Jackie/Margaret last week for a friend, about a drop-in clinic that Jackie was holding at HHS. Friend was not aware, and guidance seemed unaware as well. Margaret will follow up.

Conversation continued about community advertising and access to YFS. Margaret answered board members questions, reiterating that YFS has a capacity with only two providers and with running the Court Diversion program. As well, numbers are fluid regarding number of clients and frequency of visits because of the nature of the work.

Closing Remarks: Lynne motioned to adjourn the meeting and John seconded.

Next Meeting: The next YFS board meeting will be held on Monday February 26, 2018 at the YFS office, 1750 Washington Street, at 7:00 pm.

Respectfully Submitted By: Lynne Rahim