

# Holliston Youth and Family Services Advisory Council

Minutes of Meeting held on February 7, 2022

Present: Jen Liebermann (Chair), Kathy Cumming, Kate Cunningham, Kristen Haddad, Peggy Payne, Matt Putvinski, Alison Quinan, Lynne Rahim, Kirsten Rancourt, Jackie Winer

Absent: John Drohan, Brian Sahagian, Stephanie Farrell

## Opening Remarks:

Jen read the opening statement and rollcall attendance was called. Peggy made a motion to open the meeting which was seconded by Kathy. Having a motion and a second, Council members unanimously agreed to open this meeting at 7:04pm.

Kate made a motion to accept the December minutes which was seconded by Lynne. The minutes were unanimously accepted.

Jen welcomed Jackie back from her maternity leave of absence.

## Director's Report:

1. Jackie apprised the council about December events and engagements (see Director's Report)
2. Jackie reported that Kerri will leave her position at HYFS in March.
3. Jackie reported that the waitlist for outside counseling/support [non-HYFS] services is 6 months – 1 year which is a huge barrier for families seeking services.
4. Jackie stated that there is still some ARPA money available (approx. \$6800 was received). Some of the funds are going toward a program run by Jen Pipe for LGBTQ+ youth which will start in the spring. Jackie is considering other ideas for the remaining money, including supporting the student division of HCAF and she is open to other creative ideas for the use of the money.
5. Jackie will meet with the Selectboard next Monday regarding the HYFS department budget and will subsequently meet with the Finance Committee. Jackie noted that the figure in the column titled "Request for FY2023" is what she will be presenting to the Selectboard as her budget request. As a general overview: 91% of the HYFS budget is for salaries/personnel with 8-9% going toward the operating budget. \$1,000 was moved to professional services for clinical supervisor and support. The budget includes \$300 more in funds than FY22 which is a small increase after the level funding from FY2020-22.

Looking back to FY 2020, part of what contributed to the difference was the inclusion of Theranest Electronic Health records, phone lines to support telehealth, Rona's services, and a salary issue. There was also a one time budget item of \$10K for a DFC consultant. In general, there have been many changes and shifts in the budget from FY2020 to FY 2023. Jen asked Jackie if she things they could use a secretarial or administrative position as right now all calls go directly to Jackie or Kirsten. Jen asked if this is an efficient use of their time and skills.

6. Jackie will also present the department goals to the SelectBoard. Some of what she plans to address are: Programming items: utilization of the rent/mortgage relief program; drop-in programming (like last summer's); small group programming – possibly during February and/or April school vacation weeks. Jackie would like the small groups and drop-in programs to be standard offerings to be made available whenever it makes sense. In addition to Jackie's programmatic goals, she is considering reconfiguring staff positions utilizing ARPA funds with guidance from the Town's ARPA Committee, and reaching out to Simmons for 1-2 interns. Jackie will approach the ARPA Committee at a meeting separately from the Selectboard meeting.
7. As Kerri will be stepping down from HYFS in March, Jackie is assessing whether it makes sense to replace her as it would be a short-term, temporary placement.
  - o Kate asked if Jackie can use the 3 months of staff budget for a per diem staff position? Jackie responded that she would definitely like to have an extra hand as of September as she anticipates a definite need for that position even with 2 or even 3 interns on board.
  - o Peggy asked about whether there is a steady acceleration of need societally and whether ARPA money can be used to add to the ability of HYFS to provide services to the community. Peggy remarked that she believes that there will still be a critical need for support services even as COVID wanes. Jackie responded that she has noticed that holiday breaks precipitate more need for services; kids seem to be "okay" until they have a break from the routine of school.
8. Matt made a motion to accept the HYFS department budget request which was seconded by Peggy. The motion was passed with unanimous approval.

### New Business:

1. HDAAC Report –
  - a. Jackie reported that the DFC grant will be submitted in March and they expect to hear whether it was approved sometime in October. If the grant is received, some of the money can be used to hire a replacement for Melissa Stacy who will be stepping down as chairperson for HDAAC.

2. Community Action Fund (CAF) Update –
  - a. Lynne reported that John is hoping to schedule a meeting soon.
3. “Envisioning Future Holliston” –
  - a. Matt reported that the committee is working to develop a second survey and is still on track to present at the May Town Meeting.

### Closing Remarks:

Lynne moved to adjourn the meeting and Kristin seconded. The meeting was adjourned at 7:46pm.

### Next Meeting:

The next HYFS board meeting will be held on Monday, March 14, 2022 at 7:00 pm.

Respectfully Submitted By: Alison Quinan