



Wednesday, May 19, 2021
5:30 pm Regular Meeting
Video Conference Los Alamos, NM

MINUTES

- 1) Nicolé Raddu Ferry, Chair, **Called to Order and Welcomed** everyone at 5:31 PM.
- 2) Lisa Zuhn, Executive Director did **Introductions/Roll Call** for All in Attendance. See Below

Board Member	Staff	Liaison	Public
Alicia Justice	Abbie Martin	Chloe Piatt	
Camille Sackett-Wescott	Lisa Zuhn	Sara Scott	
Carter Payne			
Elizabeth Allen			
Jordan Redmond			
Kristine Coblenz			
Larissa Breen			
Martin Hook			
Morrie Pongratz			
Nicole Raddu Ferry			
Sharon Hurley			
Naomi Larkin			
Chris Ross			
Micah Brittelle			
Suzanne Lynne			

- 3) Carter Payne made a motion for the **Approval of Today's Agenda**, Jordan Redmond seconded, no discussion, all in favor, motion carried.
- 4) Morrie Pongratz made a motion for the **Approval of April 2021 Meeting Minutes**, Larissa Breen seconded, no discussion, all in favor, motion carried.
- 5) **Executive Director Report** was Presented by Lisa Zuhn, Executive Director
 - One Circle Collaboration Summer Group with PEEC (Pajarito Environmental Education Center), Every Thursday, Co-Ed, 7-9th grade, limited to 10 youth.
 - The Intern for the Resource Specialist Program, Nina Neil, is starting on Wednesday May 26th. She is working on her Bachelor of Social Work and will be studying under Santina Shije this Summer and Fall.
 - Spanish Tutoring Program was going to be paused for summer but there are 4 students that are feared to fall behind if we do not continue. So, we decided to continue for the summer for those 4 students and will begin accepting new youth into the program in Fall.
 - Los Alamos Public Schools approved our higher requested funding for \$60,000.
- 6) **JJAC/CYFD Data Update** was Presented by Ad Hoc Committee Members. Was requesting approval from the Board to send a letter to the JJAC Board regarding concerns of privacy and data collection regarding the new CYFD Database.

Jordan Redmond made a motion to submit the provided letter to the JJAC Board, as written, Martin Hook seconded that motion.

Morrie Pongratz asked when the JJAC Board meets, Lisa Zuhn said right now quarterly, so expecting them to meet sometime in July or August.

It was mentioned at a Continuum meeting, that other coordinators are having similar issues of parents not wanting to share their personal information with CYFD.

Elizabeth Allen asked if there has been an updated MOU between the County and JJAB. Lisa Zuhn answered no not yet, but the CYFD amended contracts went out last week to the County so we will be following up.

No further discussion, all in favor, motion carried.

7) Committee Reports

- Programs Committee – Alicia Justus
 - Spent the first meeting catching up the new people in the committee about what programs are and discussing a resource list for the community.
- Youth Committee – Larissa Breen
 - Reviewed questionnaire that was distributed to the youth to make it more fitting to our youth and the information we are looking to get from it.
- Marketing/Communications Committee – Elizabeth Allen
 - Working on a strategic plan and wanting to support the other committees to see how they can better support them.
- Financial Development Committee – Jordan Redmond
 - Reviewed the financial statements for current FY, started the discussion for FY22 budget, and met again to review draft FY22 budget to be presented to the Board.

8) **FY22 Budget Discussion** was presented by Lisa Zuhn, Executive Director.

9) **Case Management Database for JJAB**, Presented by Lisa Zuhn, Executive Director.

- CaseBook is currently the main contender we are looking at. Still have some questions for them. It will cost roughly \$6,000 per year for 10 users. That cost was included in the budget the Board just reviewed.
- The Implementation fee is not in the budget currently. We have submitted a grant request to Los Alamos Community Foundation for \$4,250 to cover implementation and minimal customization. We will be notified by end of May if we received it.
- If we do not receive the grant, we would still like to move forward, but it would be coming out of our JJAB reserve Funds, roughly \$3,500.

Jordan Redmond made a motion to approve the case management system implementation, with or without the Los Alamos Community Foundation Grant. Alicia Justice seconded, no further discussion, all in favor, motion carried.

10) **Positive Reflection** Presented by Carter Payne - *“Make gracious assumptions when you’re working with people”*

11) Meeting was **Adjourned** at 6:28 PM. **Next Meeting** – June 16, 2021 – Budget Approval and Committee Meetings

JJAB Minutes 5.2021

Final Audit Report

2021-06-30

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