



Wednesday, February 20, 2019
5:30 pm Regular Meeting
UNM-LA, Building 2, Room 230
Los Alamos, NM

MINUTES

1. **Welcome and Announcements** – David Woodruff, Chair, called meeting to order at 5:30pm
New Board Members:
 - Jordan Redmond – Parent Rep
 - Morrie Pongratz – Senior Citizen RepNew LAC Council Liaison:
 - David IsraelevitzGoodbye to Sylvan Argo, going to LANL Foundation

2. **Introductions** – All in Attendance

3. **Resignation of Chair David Woodruff** - effective March 13, 2019
We appreciate the past service of David Woodruff to JJAB and will miss having him on the board. He is taking job in Maryland, which will allow him to be back with family there.

4. **Approval of Minutes** – January Minutes (emailed) Motion to approve minutes was made by Nicole Ferry, seconded by Morrie Pongratz. The motion passed unanimously.

5. **Coordinators' Update** (emailed) There will be a March 12th Social Services presentation to County Council and JJAB will be participating.

6. **Budget/Financials**
 - a. Budget Performance Sheets – January 2019 (emailed) Budget is on target
 - b. Approval for Delle Foundation Donation to Imagination Library - \$5,000
 - c. Approval for Emily Bradley Memorial Fund Donation to Imagination Library - \$1,350Motion made to accept donations by Jordon Redmond and was seconded by Carter Payne. The motion passed unanimously.

7. **Program Evaluation**
Strategic Plan Review - Board Chair David Woodruff discussed the primary goals of the Strategic Plan as being Prevention, Early Intervention, Diversion, and meeting the needs of youth. Priorities were set from these guidelines, and David thanks the work group for their time and effort on this matter. Those members were Carter Payne, Kristine Coblentz, Elizabeth Allen and Sylvan Argo.

Report from Work Group Sessions - Lisa Zuhn presented

- (1) The group met twice, 2 hours each meeting, criteria used was:

- (a) How does program align with the strategic plan?
 - (b) Cost per youth?
 - (c) Did it serve the target strategic population?
 - (d) Other funding sources available - will it end if we don't fund?
 - (e) Does it serve another purpose such as referral source, public relations, etc?
- (2) Meeting Process:
- (a) Discuss each individual program using all criteria
 - (b) Review numbers of youth/family served
 - (c) Review cost per youth/family
 - (d) Feedback from program recipients
 - (e) All programs were categorized as high, medium, or low
- (3) All programs were ranked Highest to Lowest on a scale using the given criteria with the top programs being:
- (a) RS-Many of those youth in programs are referred to other JJAB programs and there is no other program in the County to provide these needed services
 - (b) Gender Programs – Girls Circle and Boys Council Elem/MS/High
 - (c) Parenting through Love and Logic at FSN
 - (d) Natural Helpers
 - (e) Teen Leadership at the Teen Center
 - (f) RAPS program at LAHS
 - (g) Web Crew program at LAMS
 - (h) YMHFA classes

Discussion of Priorities – Group discussed need for organization to have non-assigned funding so we may respond to a need that suddenly arises in the community, such as suicide.

Approval of Priorities for Usage During FY20 Budget Process: Motion was made to approve the priorities list with the understanding that the budgeting process is fluid and that some programs may see a reduction in scope/scale rather than being removed from JJAB support. The motion was made by Carter Payne, seconded by Brian Easton and passed unanimously by vote.

8. **Chair and Vice-Chair Positions** (path forward, vote will be at March meeting) Discussion started with role of Judge Kirk, as he served as a volunteer executive of the organization and chairman of the board, with a significant dedication of time and decision making. To address the onerous time commitment, it was put forth to investigate the possibility of an Executive Director position for 35 hours/week and an administrative role for 15 hours/week thus providing more traditional volunteer Chair and Executive committee roles. These positions would replace the contract coordinators now in place. The coordinators were asked to leave the room while this discussion took place.

A motion was made to direct staff to examine the legal and financial ramifications required to make Executive director and employee positions, and to define roles of the executive committee related to Board Chair. The motion was made by Carter Payne and seconded by Brian Easton, with a friendly amendment that staff explore all options and information related to having a contract position versus an organization employee as Executive Director and report back to the board with the information. The motion passed unanimously.

9. **Next Meeting** – Scheduled for March 20, 2019 – Approval to move to March 6, 2019 due to conflict with JJAC meeting and need for election of Board positions was passed unanimously in response to a motion made by Ellen Ben-Naim and seconded by Elizabeth Allen.

10. **Adjourn at 7:04pm**