

Youth Services Committee Meeting
November 1, 2023

Meeting called to order at: 6:04 PM

In attendance: Megan Traficano Youth and Family Services Director, Idalit Zavala Youth and Family Services Administrative Assistant, Joanna Skubish, Debra Taylor, Tracy Templin, Deana Herrman RF Liaison, Genevieve Grove, Cal Davis, Angelika Rupp, Jen Olsen, Colleen Norton, Margie Trybus OP Liaison

Approval of last meeting's minutes (September): Angelika motioned to approve, seconded by Genevieve, passed a voice vote (All in favor), minutes approved.

Public Comments (if any): None

Director's Report: We are dealing with a lot in Youth and Family Services. One of our students passed away last week, a River Forest youth that had been working with our team for years. Services were today, and we had staff attend. Last night about 102 migrants were brought from the city of Chicago, by noon another 50 were brought over. Staff from township all went over today to provide translation for the migrants and will continue to go over as needed for Spanish translations. We also brought over hygiene items to the families. Megan contacted the collaboration for early childhood because there are lots of kids. PCC Wellness and Beyond Hunger are providing checkups and food, but we are navigating the housing issue mainly.

Joana mentioned Dominican has students that are studying translation that may be available to provide service hours. Megan says they need winter clothing, hygiene items, and translators. Referrals are up for the YEP team, working on intergovernmental agreement for GOTR, hiring a prevention coordinator CADAC to fill the needs of basic assessment, run some groups, and connect with other organizations in the community.

Liaison Reports (brief summary of OP & RF Reports):

Margie Trybus (OP):

Levy time, cost of living has gone up, so we are calculating the budget at the moment. There were 102 migrants that were dropped off in Oak Park last night. We are also interviewing for township manager currently. Homelessness and mental health issues are on the rise in Oak Park, so we are currently holding discussions with other organizations in the community. We have also received more housing vouchers from the State.

Deana Hermann (RF): River Forest is moving along with the Decennial committee, the holiday and food basket programs are taking donations, Parent University will be happening on November 15th, anyone in RF that wants to do home sharing please contact Betsy.

Old Business: None

New Business: We need to vote on certain aspects regarding the RFP, discussion opens on the cap of \$10,000, intergenerational programming, and focus areas:

Colleen wonders if we are asking for the programs to submit too much for just \$10,000. Megan mentions that the reports are very short now and don't ask for much. Colleen says maybe we should put a max number of pages for certain questions, essentially match the time spent on submitting the application for the amount of money we give. The committee generally likes to fund programs that give money to kids for scholarships, registrations, etc. Genevieve wonders if we are releasing the RFP too late and if that is affecting the number of submissions we receive. Deana says we should be clearer that we do not want to fund a program forever, they should be able to sustain themselves past this grant.

Colleen says we should write a question stating: if you have received funding before how will getting the funding again help you sustain the program after the grant.

Questions 5&10 are repetitive, even 9 can be combined. Anything hybrid should be taken out. Question 3 should take out discipline or instruction on how to recruit.

Be more specific with goals, objectives, and outcomes (ask for 3 of each) for the program that is connected to the grant we are funding.

On the Contact sheet we would like to know how many youth that are not from OP or RF are being served. We want to be specific that the program we are funding is serving primarily youth from Oak Park or River Forest (a question we can include could be: how many youth from OP, how many youth from RF, and how many other) If its scholarships we would like the money to go only to OP and RF youth (let them know upfront).

Important to keep in mind that the board wants all demographics (race, age, gender) including the numbers for each gender (male, female, nonbinary). Perhaps we don't need to ask for them in the RFP but include "be able to report demographic data" and include what demographics specifically we are looking for.

The budget can just be included in the spreadsheet. The committee wants to establish a page limit for this grant. Colleen says we have 12 questions we can cut down to 8 and set 5 pages as the limit.

Cal motioned to vote for intergenerational programming: Committee says they want to try it one time and see if we get any applications submitted (Senior services and Youth services would work together and each pay half of the grant money). Passed a voice vote (All in favor) of funding **one** intergenerational program; 1 intergenerational program for FY2025 approved.

The committee thinks the application is better without any focus areas because it allows for a wide variety of programs to apply. Cal motioned for voting on focus areas, seconded by Colleen. Passed a voice vote, All in favor of not having any specific focus areas. Motion approved.

Discussion of \$10,000: Joanna Skubish would like to increase the amount, and the committee mentioned what about 5-15 range. The committee would like to change the grant amount for “up to \$15,000”.

We can cap \$10,000 for the intergenerational program and up to \$15,000 for the other youth serving programs. But what is keeping them from applying for the \$15,000 grant, therefore the committee agreed we should keep 15,000 for both. Jen motioned to have a \$15,000 cap for the grant amount, passed a voice vote (all in favor), motioned passed.

c) Updates on October Reports: All programs except STEM and Dream Team submitted an October Report.

Deana says there may be some redundancies with some questions. Cal says we have been funding intramurals for quite a long time, and Jim should be including success stories in his report so that we continue to fund this program. Cal says most programs can, and should, submit their feel-good story, i.e., qualitative data. These reports can be sent via email as well.

d) Leadership Lab: consider sending someone from the committee (possibly Megan) to this program/network to learn and observe and also to promote our grant for people and programs who would like to apply. The cohort for this year is chosen, but they will be looking for a new cohort in January.

Miscellaneous Notes or info: Cal would like to take a group photo, and anyone who does not have a shirt can email us and let us know.

Contractor night – January 10th, RFPs due January 17th

Meeting Adjourned at: 7:07 PM Motioned by: Colleen Seconded by: Jen