



## LEWIS COUNTY YOUTH BUREAU

P.O. Box 193, 5274 Outer Stowe Street  
Lowville, New York 13367  
Telephone: (315) 376-5411  
Fax: (315) 376-6189

Penny L. Demo, Director

### Lewis County Youth Bureau Advisory Board

Minutes of June 21, 2017 meeting

Scott Mathys-Chairperson called the meeting to order at 4:02pm. The meeting was held at the Lewis County Court House, 2<sup>nd</sup> Floor in the Legislative Chambers.

**Present:** Scott Mathys-Chairperson, Madeline Lehman-Vice Chairperson and Student Representative-Lowville Academy, Grace Metzler and Kristin Moshier--Student Representatives- Lowville Academy, Mike Leviker, John Exford, Reegan Domagala-Student Representative South Lewis, Jacob Hartle-Student Representatives Harrisville Central, Ward Dailey, Deanna Edick, Rhonda Vanucchi, and Victoria Boliver and Karrigen Aubin-Student Representatives from Beaver River Central. **Others Present:** Roscoe Fawcett, Chairperson of the Youth Bureau Legislative Committee, Legislator Greg Kulzer and Penny Demo-Director. **Excused:** Michelle Ledoux, Camille Ledoux, Mary Martin, Noah Ramer-Student Representative-Copenhagen Central, Jurnee Allen-Student Representative-Harrisville Central.

**Introductions and Welcome:** We have several new Student Representatives whose term of office on the board began June 6, 2017 as follows: Jacob Hartle-Harrisville; Kristin Moshier-Lowville Academy; Victoria Boliver and Karrigen Aubin-Beaver River and Elizabeth Wray McGuire-Student Representative from South Lewis. Copenhagen Central has been contacted to assist in filling up to two vacant Student Representative, positions on the board.

**Minutes:** Review of the May 15, 2017 board meeting minutes. **John Exford moved to accept the minutes as written; Grace Metzler seconded. Passed.**

#### Old Business

**Review and Awarding (up to \$5,000) in 2017 Youth Development Funds allocated for Municipality Run Recreational Programs** On April 20<sup>th</sup> letters were sent to all municipalities in Lewis County announcing the availability of the funds. The municipalities were reminded that applying for the funds is a competitive application process (since 2014 the municipalities were no longer guaranteed funding). The deadline date for submission of applications was extended to May 31, 2017. A copy of each application along with today's agenda was mailed to the Youth Bureau Board on May 12, 2017. A total of six (6) applications were received as follows:

- **Village of Port Leyden - Summer Recreation Program** – Total cost for the program is \$15,000. The Village of Port Leyden has applied for **\$5,000**.
- **Town of Greig – Summer Recreation Program** – Total cost for the program is \$23,110. The Town of Greig has applied for **\$5,000**.

- **Lowville Recreation Commissioner – Summer Recreation Program** – Total cost for the program is \$31,600. The Lowville Recreation Program has applied for **\$5,000**.
- **Village of Croghan – Recreational Program** – Total cost for the program is \$15,000. The Village of Croghan has applied for **\$5,000**.
- **Town of Croghan – Recreational Program-Beaver Falls Beach** – Total cost for this program is \$22,000. The Town of Croghan has applied for **\$5,000**.
- **Village of Harrisville – Recreational Program** – Total cost for this year-round program is \$7,000. The Village of Harrisville has applied for **\$2,500**. **Note:** The combined total cost for the above six (6) municipalities to run 2017 summer recreational programs, equals: \$113,710.

Discussion of awarding the revenues included a prorated option calculated by Jacob Hartle, flat distribution across the applicants, and reflection on other sources of funding municipalities might have for their prospective programs. It was noted that if funding is allocated for Municipality run Recreational Programs next year, that we request applicants to identify other funding sources they have for their program. **Grace Metzler made a motion to allocate \$1,000 of the \$2,282 in additional 2017 OFCS-Youth Development Funds to support 2017 Municipality Run Recreational Programs, bringing the total amount available in 2017 Youth Development funds allocated to Municipality Run programs to \$6,000 (vs. \$5,000). And that we allocate \$1,000 to each of the six (6) Municipalities that applied for the 2017 funds as follows: Village of Port Leyden; Town of Greig; Lowville Recreation Commission; Village of Croghan; Town of Croghan; and the Village of Harrisville. Reagan Domagala seconded. Motion Carried. Update: Letters acknowledging the award amount was sent to each Municipality that applied for and were awarded 2017 Youth Development funding.**

**Monitoring of 2017 Youth Bureau funded programs:** In an effort, to continue to meet monitoring requirements as set forth by the Office of Children and Family Services, and to ensure that the youth bureau continues to be accountable for programs they fund, each year, at our June meeting, youth bureau members have the opportunity to volunteer to monitor a 2017 program(s) of their choosing (this is an on-site visit). Volunteers schedule a time to meet with the program director at the program site. A monitoring tool along with a copy of the program application and contact person's name will be provided to those who volunteer to monitor a program(s). **Reminder: Programs that run year to year (January 1, 2017 through December 31, 2017 to include the Lowville Village Police Department-Youth Aid Officer/Safe Child ID Program; Mountain View Prevention Services-Youth Advocate Program; Beaver River Central School District-Therapy Dog Program; and the Village of Harrisville Recreational Program are required to be completed by the end of December 2017. Reminder: Summer Recreational Programs monitoring is required to be completed by the end of August 2017. The following is a listing of youth bureau members who have volunteered to monitor a 2017 program as well as the program(s) they requested to monitor:**

**Year Round Programs:**

**Lowville Village Police Department-Youth Aid Officer Program:** Michelle Ledoux will be asked to monitor the Youth Aid Officer Program. ● **Mountain View Prevention Services – Youth Advocate Program:** Mike Leviker. ● **Village of Harrisville Year Round Recreational Program:**

Jacob Hartle-Student Representative-Harrisville Central School. • **Beaver River Central School – Therapy Dog Program:** Kerrigan Aubin-Student Representative-Beaver River Central School.

**Summer Recreational Programs:**

**Village of Port Leyden-Summer Recreational Program:** John Exford volunteered and he will ask Elizabeth McGuire-Student Representative from South Lewis Central to monitor with him. • **Town of Croghan-Summer Recreational Program:** Scott Exford. • **Village of Croghan-Recreational Program:** Victoria Boliver-Student Representative-Beaver River Central. • **Town of Greig-Summer Recreational Program:** Reagan Domagala-Student Representative South Lewis Central. • **Lowville Recreation Commission Program:** Grace Metzler-Student Representative Lowville Academy.

**One-Day Program:**

**Copenhagen Central School District-Motivational Speaker:** Penny Demo.

**New Business**

**Commercial Opportunity:** The Lewis County Planning Department is in the process of developing a Jefferson Community College Connector Route and will be developing a commercial pertaining to the new route, with WWNYYTV. The Planning Department would like to showcase our Youth Bureau student representatives to “Star” in the commercial. It is anticipated the commercial will be taped sometime this summer. If you are interested in being in the commercial, please see Penny. Reagan and Madeline are interested and Jacob advised that he and Jurnee would be interested as well.

**Amendment to 2017 Resource Allocation Plan:** Notification from the Office of Children and Family Services was received, announcing that the Lewis County Youth Bureau’s FINAL 2017 Resource Allocation Plan was increased from \$21,115.00 to \$23,397.00 (**additional funding of \$2,282 in Youth Development Funds**). The annual execution of the Resource Allocation Plan qualifies the county for state reimbursement in accordance with NYS OCFS allocation of funds, appropriated for counties engaged in comprehensive planning for youth services. A Resolution to amend the 2017 Resource Allocation Plan between the County of Lewis and NYC OCFS has been submitted to the Board of Legislators for approval at their July 4, 2017 meeting. Penny asked that the board begin thinking about youth program(s) they may want to fund with the additional allocation of funds. **Note: A motion was made, seconded, and carried to allocate \$1,000 of the additional funds to support 2017 Municipality Run Summer Recreation Programs (See page 2).** At our July meeting, we will discuss how to best utilize the additional **\$1,282** left in 2017 Youth Development Funds.

**Election of Officer (Chairperson):** Per the Youth Bureau By-Laws, officers are selected by majority vote at the Annual Meeting held in June. The officer positions are elected to a 2-year term, and shall not serve more than two (2) consecutive terms in any one office. The officer position of Chairperson is up for nominations. At the May youth bureau meeting, Chairperson Mathys, appointed Mike Leviker and Deanna Edick to the Nominating Committee, who were charged with the responsibility of providing a slate of nominations for the office of Chairperson. Mike Leviker presented the following slate of nominations for Chairperson: John Exford and Jacob Hartle-Student Representative-Harrisville. **Mike Leviker made a motion to change the Youth Bureau’s current By-Laws to reflect having Co-Chairpersons vs. a Chairperson. Jacob Hartle seconded. Motion Carried.** Chairperson Mathys asked if there were any other nominations from the floor.

No other nominations were made. **Grace Metzler made a motion to appoint John Exford and Jacob Hartle to the Officer position of Co-Chairpersons of the Lewis County youth Bureau for a 2 year term; Reegan Domagala seconded: Motion passed.**

**Celebration of our Senior Student Representatives and Community Member:** Per the Lewis County Youth Bureau By-Laws, our Student Representatives term on the board, shall end when they graduate from high school, or cease to be a full time student of the district they represent. Therefore we have to say goodbye, and thank you to the following Student Representatives and a Community Member, whose terms of appointment on the board are slated to end June 30, 2017:

- Grace Metzler-Student Representative Lowville Academy, who served on the board from August 1, 2015 to June 30, 2017
- Dustin Snyder-Student Representative Copenhagen Central, who served on the board from June 7, 2016 to June 30, 2017
- Noah Ramer-Student Representative Copenhagen Central, who served on the board from June 7, 2016 to June 30, 2017
- Shawn Shaw-Student Representative Beaver River, who served on the board from July 7, 2016 to June 30, 2017
- Camille Ledoux-Student Representative Beaver River, who served on the board from June 7, 2016 to June 30, 2017
- Reegan Domagala-Student Representative South Lewis, who served on the board from June 7, 2016 to June 30, 2017
- Mary Martin – Community Member, who served on the board from May 25, 2015 to June 30, 2017

The above Student Representatives and Community Member, were presented with recognition certificates and thanked them for their diligence in attending meetings, engaging in discussion and for their commitment and dedication in serving on the Lewis County Youth Bureau Advisory Board.

**July Agenda:** Agenda items for the July Board Meeting include: Discussion on how best to utilize the remaining \$1,282.00 in additional 2017 OCFS Youth Development Funds; By-Law Change-Need to follow certain procedure; and “Lewis County Night Out” Event.

**Next Meeting:** The next meeting is scheduled for **Wednesday, July 12, 2017 at 4:00pm at the Lewis County Courthouse, 2<sup>nd</sup> Floor in the Legislative Chambers.**

**Adjournment:** John Exford moved to adjourn the meeting at 5:00pm. Reegan Domagala seconded. **Motion carried.**

Respectfully submitted,  
Penny L. Demo, Director  
Lewis County Youth Bureau

