

Needham Youth & Family Services

Notes from October 10, 2019 Board Meeting

Meeting Commenced at 5:30 pm, Highland Room, Needham Town Hall

Board in Attendance: Julie Stevens, Kevin Keane, Karen Mullen, Susan Patkin (by phone), David Bookston, Adrienne Anderson, Josh Tuttelman, Annie Stein

Director: Ms. Sara Shine

Motion to Approve September 11 Minutes made by David seconded by Annie. Unanimous approval of September 11 Minutes.

Fee Schedule Review

Ms. Shine noted that babysitting training is no longer offered; Needham Community Education has taken over this class but it costs approximately \$65.00 and they do not have similar fee waivers as Y&FS. Julie mentioned we should look into offering it within youth for those who cannot afford the class. Ms. Shine said she would need about 10 participants to make it cost effective but there may be other ways to support these youth who cannot afford the Community Education class. Adrienne noted she raised funds through the Police Union and the young person was able to attend the Newton Community Education program so that the teenager could start a job.

David made a motion to approve the fees as discussed and noted below. Josh seconded the motion. The fee as distributed were approved unanimously.

Fees Schedule as Follows:

Employment Listings	\$10.00	per list
Peer Tutor	\$45.00	per year
Family Fun Night	\$25.00	per night
Wilderness	\$25.00 to \$35.00 per program. It was noted that fee will depend on what activity is occurring hiking is free but kayaking involves a small fee.	

Budget Process for New Fiscal Year

Ms. Shine noted there are two kinds of electronic record submitted as a part of the budget. Part 1 will be in the IT Department budget but will serve Youth—this is the client based record for all the treatment notes that is web based and cloud backup based. This is \$700.00 as the department does not require an insurance billing system. In answer to a Board member question as to what other departments used Ms. Shine noted many are staying with paper records and a few use a more sophisticated but expensive system; this will best serve Needham's needs. The second electronic piece will be submitted in the Youth budget to add My Rec which has already been piloted at the Council on Aging. This allows for electronic registration and payment. The cost will be approximately \$3000.00 and Park and Recreation

may also begin using it as it is fairly streamlined and works well. Ms. Shine noted the only other increase in the budget request is \$2000.00 to cover the cost of supplies and more publicity to advertise the new programs to the community at large.

Walker and Youth Collaboration

Ms. Shine has partnered with the Walker School on the Strategic Sharing Workshops. They are designed to help parents and students to tell their story and practice telling it in a supportive setting especially around issues that may carry stigma. The workshop lasts six hours. It is open to clients and the general community.

Jog for Joy 5 K Run

Ms. Shine has partnered with the High Rock Church to sponsor this 5k. It will raise funds to cover mental health first aide training course (the course and the \$20.00 book) for 1 to 2 years. The jog is December 8.

Family Dinner Project

This is sponsored by SPAN. It is designed to help families reinstate or start family dinners and involves making an appetizer, games and activities and discussions on incorporating more family meals into busy modern life. The program is based on research that shows families who eat together have more bonds and resilience including around such issues as substance abuse. The event is November 7.

Engaging Minds

Youth is collaborating with the group to assist parents with tips and strategies on how to help youth with executive functioning skills. The plan is to provide continuing workshops for parents and youths. The event is October 24. 40 students were registered as of October 10. The plan is to interview Dan Levine, the director of Engaging Minds, and broadcast the interview on local cable.

Vaping Task Force

Ms. Shine has started a Needham Vaping Task Force with the help of the Health and Human Services' Board and SPAN. SPAN will continue to target overall substance use while the task force will focus primarily on vaping and tobacco related addiction.

Ms. Shine noted that we are in the process of solidifying members for the task force. Ms. Shine mentioned there are other kinds of heated tobacco products that may be available soon that will further complicate prevention and cessation issues as well as any future bans.

Update on Clinical Staff Positions

Ms. Shine noted that Ms. Kristen Lindley at the Council on Aging is now full-time. With her promotion there is a 10 hour diversion position available for the Division as a whole and this person will be managed with the Police Department. Ms. Lindley will present at the November meeting on her experience with diversion. Adrienne noted that the Police Department is currently seeing one young person per week.

Ms. Shine noted the police department is also writing a grant with Dedham to hire a full time social worker split between the two towns. She is not sure the grant will be funded but she is hopeful.

Carolyn will present on Family Fun Makers at a later meeting as she was unavailable for this meeting.

Community Focus

Ms. Shine and the Board discussed the Division's role in responding to community tragedies and other major events occurring in the town. The discussion was surrounding how the division can best support community partners and be available to residents in need of services. With all of the current community relationships, the Board and Ms. Shine feel like the division will be well connected in order to provide what is needed.

Harvest Fair

Ms. Shine noted that Youth had a presence at the Harvest Fair on October 6.

Back to School Nights

Ms. Shine noted there was a lot of interest in all Youth programs especially from parents who had not heard of the departments services before.

Patrick and Patricia Forde Good Person Award Update

The award ceremony is January 27. Denise Garlick has asked to speak. Nomination requests are going out soon and candidates from last year are being asked to reapply.

No New Business

A motion to adjourn at 6:10 was made by David, seconded by Adrienne. Unanimous decision to adjourn.

Notes by Faith Crisley, Recording Secretary
Edited by Sara Shine, Director of Youth & Family Services