



Youth Commission
Wednesday, February 9th, 2022 at 6:00 p.m.
Youth and Community Services – 51 High Street
Regular Meeting Agenda

1. Call to Order

- a. Attendance

2. Acceptance of meeting minutes

- a. December 8th, 2021 Regular Meeting Minutes
Documents: Attachment A (Pg. 3-4)

3. Public Participation

4. Employee/Volunteer Recognition

- a. January:
 - i. Stephen Bynum, Youth and Community Services Supervisor
 - ii. Jazzya Coakley, Assistant to the Superintendent
- b. February: Lindsay Vigue, Chair of Arts & Culture Commission

5. Youth and Community Services Supervisor's Reports

- a. Year to Date Financials
Documents: Attachment B (Pg. 5)
- b. Youth and Community Services Supervisor's Report
Documents: Attachment C (Pgs. 6-8)

6. Old Business

- a. By Commissioners

7. New Business

- a. Youth Recognition Awards 2022
Documents: Attachment D (Pgs. 9-13)
- b. NARCAN Training facilitated by B.E.S.T's Drug Free Communities Coordinator Jenelle Howard
- c. By Commissioners

8. Adjourn

Respectfully submitted,
Jazzya Coakley
Recording Secretary
Youth Commission

Topic: Youth Commission
Time: Feb 9, 2022 06:00 PM Eastern Time (US and Canada)

[Join Zoom Meeting](#)

<https://bristolct-gov.zoom.us/j/89631067535?pwd=ek13Wm5KODJrTDIKbi9rKy9ObHordz09>

Meeting ID: 896 3106 7535

Passcode: 914350

One tap mobile

+13126266799,,89631067535# US (Chicago)

+19292056099,,89631067535# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 896 3106 7535

Find your local number: <https://bristolct-gov.zoom.us/j/89631067535?pwd=ek13Wm5KODJrTDIKbi9rKy9ObHordz09>



Youth Commission
Wednesday, December 8th, 2021 at 6:15 p.m.
Arts & Culture Center
472 East Road, Bristol CT 06010
Regular Meeting Minutes

1. Call to Order

- a. Chairman Matthew Gotowala called the December 8th, 2021 Youth Commission meeting to order at 6:18 p.m.
- b. Attendance

Commissioners Present:

Officer Matthew Gotowala, Chairman
Deborah Ahl, Vice Chairwoman
Ryan Broderick, Commissioner
Makayla Cervantes, Commissioner
Jolene Lusitani, City Councilman
Dr. Corey Nagle, Secretary
Renee Singleton, Commissioner
Lance Washington, Commissioner

Staff Present:

Stephen Bynum, Youth & Community Services Supervisor
Sarah Larson, Deputy Superintendent
Dr. Joshua Medeiros, Superintendent

Absent:

Karen Hintz, Commissioner
Kamryn McLaughlin, Commissioner
Ramon Peters, Commissioner

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Vice Chairwoman Ahl to accept the October 13th, 2021 Regular Meeting Minutes.
Seconded by: Commissioner Washington, all in favor; motion carried.

3. Public Participation

- a. None

4. Employee/Volunteer Recognition

- a. November:
 - i. Superintendent Medeiros recognized one of two employees for the department's November spotlight. The first being Cody Lombardi, Park Maintainer, for being a tremendous addition to our parks, grounds & facilities team demonstrating a consistently stellar work ethic, positive attitude, and overall willingness to go above and beyond with every task. Most recently noted for the critical role he played in assisting the BOE with the ballfield renovation at BCHS.

ATTACHMENT A

- ii. Secondly, Superintendent Medeiros recognized Erica Benoit, Community Engagement Coordinator, for her commitment and dedication to all aspects of the Veterans Memorial Boulevard 100th Anniversary Event this past month which was a huge success. Erica's leadership around sponsorship development contributed to our board raising over \$20,000 to support the program. Erica continues to elevate the department in the marketing/sponsorship realm tackling special design projects including the strategic plan which saves the city money in contractual fees.
- b. December:
 - i. Superintendent Medeiros recognized Officer Mark Kichar for the department's December spotlight. Officer Kichar has gone above and beyond as a critical partner in our homelessness outreach efforts and his connective services with our Community Services Coordinator Aubrey Minkler at all hours of the day and week ensuring clients' needs are met. Officer Kichar also joined our Parks, Recreation, Youth & Community Services team for a panel presentation at the Connecticut Recreation and Parks Association Annual Conference last week and did a fantastic job.

5. Youth and Community Services Supervisor's Reports

- a. Superintendent Medeiros presented the year to date financials.
- b. Supervisor Bynum presented the Project Aware updates.
Discussion followed.

6. Old Business

- a. By Commissioners
 - i. Commissioner Broderick informed the commission of BCHS's partnership with B.E.S.T for the implementation of restorative discipline in the school system.
 - ii. Commissioner Cervantes is coordinating with B.E.S.T to do a NARCAN training at BEHS. Commissioner Broderick expressed interest in such training at BCHS as well.

7. New Business

- a. Superintendent Medeiros introduced Councilwoman Jolene Lusitani.
- b. Superintendent Medeiros presented the Strategic Plan.
Discussion followed.
- c. Superintendent Medeiros explained the Youth & Community 22-23 budget review in detail.
Discussion followed.
- d. Superintendent Medeiros presented the Annual year in review.
Discussion followed.
- e. **MOTION:** Made by Vice Chairwoman Ahl to approve the 2022 Youth Commission Meeting Schedule.
Seconded by: Commissioner Broderick, all in favor; motion carried.
- f. By Commissioners: None

8. Adjourn

- a. **MOTION:** Made by Commissioner Nagle to adjourn meeting at 7:19 p.m.
Seconded by: Vice Chairwoman Ahl, all in favor; motion carried.

Respectfully submitted,
Jazzya Coakley
Recording Secretary
Youth Commission

02/04/2022 10:30
JazzyaCoakleyCITY OF BRISTOL
YEAR-TO-DATE BUDGET REPORTPg 1
glytdbud

FOR 2022 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0017025 YOUTH & COMMUNITY SERVICES							
0017025 432026 YOUTH SERVICES B	-41,745	0	-41,745	-14,442.00	.00	-27,303.00	34.6%*
0017025 432147 ENHANCEMENT SERV	0	0	0	-12,967.00	.00	12,967.00	100.0%
0017025 450301 WELFARE EVICTION	-7,500	0	-7,500	-419.00	.00	-7,081.00	5.6%*
0017025 514000 REGULAR WAGES &	275,045	0	275,045	159,283.37	.00	115,761.63	57.9%
0017025 515100 OVERTIME WAGES &	5,000	0	5,000	5,310.29	.00	-310.29	106.2%*
0017025 515200 PARTTIME WAGES &	6,000	0	6,000	.00	.00	6,000.00	.0%
0017025 517000 OTHER WAGES	2,955	0	2,955	1,546.71	.00	1,408.29	52.3%
0017025 531000 PROFESSIONAL FEE	40,000	0	40,000	8,780.17	18,547.33	12,672.50	68.3%
0017025 531115 JRB COORDINATION	8,225	0	8,225	6,125.00	950.00	1,150.00	86.0%
0017025 531120 PROJECT AWARE	41,930	0	41,930	4,107.86	11,876.14	25,946.00	38.1%
0017025 541000 PUBLIC UTILITIES	8,620	0	8,620	6,013.00	2,607.00	.00	100.0%
0017025 541100 WATER & SEWER CH	650	0	650	484.65	165.35	.00	100.0%
0017025 543000 REPAIRS & MAINT	2,000	0	2,000	269.55	1,589.85	140.60	93.0%
0017025 553000 TELEPHONE	500	0	500	218.11	281.89	.00	100.0%
0017025 561400 MAINT SUPPLIES &	330	0	330	127.61	200.00	2.39	99.3%
0017025 561800 PROGRAM SUPPLIES	750	0	750	252.55	100.00	397.45	47.0%
0017025 562100 HEATING OIL	6,600	0	6,600	1,921.78	3,078.22	1,600.00	75.8%
0017025 562600 MOTOR FUELS	1,200	0	1,200	165.90	.00	1,034.10	13.8%
0017025 581120 CONFERENCES & ME	2,300	0	2,300	1,669.75	25.25	605.00	73.7%
0017025 581240 WELFARE EVICTION	8,000	0	8,000	4,569.33	2,360.00	1,070.67	86.6%
0017025 581745 NONREIMBURSEABLE	2,300	0	2,300	176.03	900.00	1,223.97	46.8%
0017025 587232 RELOCATION COSTS	40,000	0	40,000	2,574.00	5,328.00	32,098.00	19.8%
TOTAL YOUTH & COMMUNITY SERVICES	403,160	0	403,160	175,767.66	48,009.03	179,383.31	55.5%
TOTAL GENERAL FUND	403,160	0	403,160	175,767.66	48,009.03	179,383.31	55.5%
TOTAL REVENUES	-49,245	0	-49,245	-27,828.00	.00	-21,417.00	
TOTAL EXPENSES	452,405	0	452,405	203,595.66	48,009.03	200,800.31	
GRAND TOTAL	403,160	0	403,160	175,767.66	48,009.03	179,383.31	55.5%

** END OF REPORT - Generated by Jazzya Coakley **



111 North Main Street, City Hall 2nd Floor Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

Youth & Community Services Supervisor Report

Youth Commission

February 9, 2022

I. Project Aware Updates

Paul Vivian Cooperative Work Experience: Students previously accepted into the program became involved in at-school activities and expressed they were not able to commit time to this program. In January, I reached out to all three high schools to reopen the referral period. We currently have three new students who have completed their paper work and will be going in for interviews at job sites next week, pending approval from BOE payroll department. Currently students will be placed at Bristol Public Library and Bristol Boys and Girls Club Cambridge Park. For the two remaining spots, referrals are still open and any orientations will be completed on an as needed basis.

Bristol Youth Celebrating Diversity & Pride: The group currently have 5 students enrolled. We're currently in the early phases of planning the Bristol Pride Night with the Bristol Blues in June. Throughout the month of February students will be engaging in a variety of activities based around Black History. Students have also expressed wanting to have a diversity and pride day or community day in the spring. Over the next several weeks we will begin to look at logistics of this event.

Banana's Split, Too: This group is scheduled to start on Tuesday March 1st. This date is tentative based on enrollment. Recruitment methods this far have included emailing flyers and information to all of the Bristol public elementary schools and program information will be included in the department's weekly newsletter.

A Step Ahead: The next round of Empower hour will begin February 2, 2022. Recruitment occurred through local elementary schools, as well as, department flyer and social media.

Girls With A Purpose: This program is quickly approaching its halfway point. Activities for the group have included discussions on impulsivity, drama, emotional regulation, perspective, and self-awareness.

Peer Education: Peer education has completed 14 sessions thus far. Discussions and activities included: team building activities, social-awareness activities, pre-dialogue session prep, perspective, and problem solving activities. The Sexual Assault Crisis Service presented this month and provided resources and information regarding consent, healthy relationships, and how to help those who need assistance in situations that involve red flags, abuse, or unhealthy relationship behavior.

Young Women's Issues Group: This program has completed 10 sessions. There are 2 groups running this year with about 12 girls in each session. Group discussion and activities consisted of team building activities, self-awareness and social awareness, mean girl behavior, coping strategies and problem solving skill building activities.



111 North Main Street, City Hall 2nd Floor Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

Young Men's Issues Group: This program has completed 10 sessions and has 15 group members with good weekly attendance. Group discussions have included the following topics role models, perceptions, male myths, networking and money management skills.

II. Counseling Updates

The Youth and Community Services Division is responsible for the coordination of a comprehensive community-based youth services bureau and the delivery of essential life services for Bristol residents in need. The Bureau strives to enhance the networking and support between family, school, peer and community environments. Direct services include juvenile diversion programming, individual and family counseling, crisis support and positive youth development opportunities

This report is being generated to reflect data for individual and Family Counseling, Intakes and Referrals:

- Number of intakes conducted by staff: 20 (December 2021 to date)
- Number of clients currently receiving services: 13 (Full-time staff and Contractors)
- Number of families referred by the BOE: 16 (A-step ahead program)
- Number of families referred for (FWSN) Families With Service's Needs: 2

Community Services and the Parent and Child Program:

- 27 intakes (December 2021 to date) Basic Needs, Relocation and Eviction Prevention
- 6 intakes for the caring closet (December 2021 to date)

Current Juvenile Review Board Statistics:

- We currently have 10 open cases
- We have 5 pending cases (Cases are received and pending intakes)

Open Cases

Charge	Number of Cases
Breach of Peace 2nd	7
Larceny 6th	1
Vape	2

To learn more about the City of Bristol's Parks, Recreation, Youth & Community Services Department; visit us at www.Bristolrec.com
Join the conversation @BristolCTParksandRecreation on Facebook & @bristolctparksrecservices on Instagram



111 North Main Street, City Hall 2nd Floor Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

Pending Cases

Charge	Number of Cases
Breach of Peace	4
Threatening. 2nd, Assault 3rd, Disorderly Cond.	1 case 3 charges

Total Gender

Female	13
Male	2



51 High Street, Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

2022 Youth Recognition Awards

The City of Bristol is celebrating its **30th Annual Youth Service Recognition Day** on May 11, 2022 at 6:00pm at Muzzy Field. The Mayor, The Parks, Recreation, Youth and Community Services staff, and the Bristol Youth Commission will be hosting a ceremony recognizing Bristol youth who have given **exceptional service** to their community. Nominations will be accepted for any Bristol youth and/or youth group that have made a meaningful contribution to their school, a service agency, and/or the community.

Nominations must be filled out by an adult who supervised or benefited from the service. Please be sure to fill out the application completely. This is an award of distinction; the description of the contributions made by the youth or youth group must be clear and quantifiable.

INDIVIDUAL YOUTH NOMINATION:

Youth who have demonstrated outstanding efforts to help others through the use of their thoughtfulness, energy, talents, skills, or personal abilities.

YOUTH GROUP NOMINATIONS:

Youth groups whose full memberships, collectively, and without compensation, have made significant and meaningful contributions that can be quantified by the number of activities, service projects, as well as, qualify by the effect on the people being served.

CRITERION:

Due to the COVID-19 Pandemic and the stress that has caused to the economy, we understand that performing the required number of hours may have been challenging for our outstanding students.

This year we would like all providers to nominate individual youth and/or youth groups by selecting on the basis of self-improvement, internal personal growth, efforts to get along with peers and authority figures, academic efforts, and contributions to their school, neighborhoods, and community.

It is important to note that the selections will be made based on exceptional service, above and beyond the call of duty. Please include a summary highlighting their special qualities, talents, skills, and abilities, in addition to the contributions the youth has made their community.



51 High Street, Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

REQUIREMENTS:

The service should be completed from March 1, 2021 through February 28, 2022 in order to qualify.

Categories of Service: 1.) School, 2.) Service Agency, and 3.) Community. Please complete each section that applies. Complete the application fully with a description that contains concise details and **use initials only** when referring to the nominee(s).

The deadline for nominations is no later than 4:30 p.m. on March 31, 2022.

Mail your nomination to:

Parks, Recreation, Youth & Community Services
Attention: Youth Recognition Awards
51 High Street
Bristol, CT 06010

Email your nomination to:

Jazzya Coakley
Jazzyacoakley@bristolct.gov
Subject Line: Youth Recognition Awards

Nomination application forms for both an individual Youth and Youth Group are enclosed.

Youth/youth group award recipients will be notified of their selection by April 13, 2022. Recipients will be honored alongside their families at a special ceremony hosted by Mayor Caggiano, the Department of Parks, Recreation, Youth, and Community Services and the Youth Commission on May 11, 2022 at 6:00pm at Muzzy Field. Nominators are welcome and encouraged to attend.

For additional information please contact Jazzya Coakley at 1-860-314-4690.



51 High Street, Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

YOUTH RECOGNITION AWARDS

Awarded by:

Mayor Jeffrey Caggiano, the Department of Parks, Recreation,
Youth and Community Services and the Bristol Youth Commission

Nominator:

Organization: _____

Contact Person: _____ Telephone: _____

Email: _____ Fax: _____

Nominee:

Youth/Youth Group Name: _____

Age or Grade Range (for groups): _____

Resident Parent/Guardian Name: _____

(Guardian info, not applicable to groups, Communications will go through coordinators who will notify their groups)

Address: _____

Telephone: _____

Other/Custodial Parent: _____

Address: _____

Categories of Service (Select all that apply):

____ School ____ Service Agency ____ Community

Period of Time: _____

Describe special contributions, self-improvement, internal personal growth, academic efforts, and contributions to their school, neighborhoods, and community. (Please attach additional pages as necessary)

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

To learn more about the City of Bristol's Parks, Recreation, Youth & Community Services Department; visit us at www.Bristolrec.com
Join the conversation @BristolCTParksandRecreation on Facebook & @bristolctparksrecservices on Instagram



51 High Street, Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

YOUTH GROUP NOMINATION MEMBERSHIP LIST

Group Leader: _____ Phone Number: _____

Address: _____

Email: _____

Please provide a list of all group members below:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Thank you for nominating your outstanding youth!