



Youth Commission
Wednesday, October 12, 2022 at 6:00 p.m.
Bristol Parks, Recreation, Youth and Community Services – 51 High Street, Bristol CT
Regular Meeting Agenda

1. Call to Order

- a. Attendance

2. Acceptance of meeting minutes

- a. August 10, 2022 Regular Meeting Minutes
Documents: Attachment A (Pgs. 3-4)

3. Public Participation

4. 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. 6-11)

5. Old Business

- a. By Commissioners

6. New Business

- a. Holiday Gift Giving Program updates presented by Community Services Coordinator, Aubrey Minkler
- b. Youth Recognition Awards/BEST Award combination
- c. Cannabis Ordinance and Prevention Programming updates
- d. By Commissioners

7. Adjourn

Respectfully submitted,
Jazzya Coakley
Recording Secretary
Youth Commission

Topic: Youth Commission

Time: Oct 12, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bristolct-gov.zoom.us/j/83717716169?pwd=My9YbIpFQWJUUbVV3V1g2Y3FJVFPqdz09>

Meeting ID: 837 1771 6169

Passcode: 291911

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Youth Commission

Wednesday, August 10, 2022 at 6:00 p.m.

Bristol Parks, Recreation, Youth and Community Services – 51 High Street, Bristol CT

Regular Meeting Minutes

1. Call to Order

- a. Chair Matthew Gotowala called the meeting to order at 6:03 p.m.
- b. Attendance

Present: Officer Matthew Gotowala, Chairman
Deborah Ahl, Vice Chair
Ryan Broderick, Commissioner
Makayla Cervantes, Commissioner
Jonathan Lukasiewicz, Commissioner
Richard Kilby, Commissioner
Dr. Corey Nagle, Secretary
Ramon Peters, Commissioner

Kyana Anderson, Youth & Family Coordinator
Stephen Bynum, Youth & Community Services Supervisor
Dr. Joshua Medeiros, Superintendent
Alyson Phelan, Youth & Family Coordinator

Absent: Lance Washington, Commissioner
Jolene Lusitani, City Council Member

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Kilby to accept the April 13, 2022 Regular Meeting Minutes.
Seconded by: Vice Chair Ahl, all in favor; motion carried.

3. Public Participation: None.

4. Youth and Community Services Supervisor's Reports

- a. Youth & Community Services Supervisor Bynum reviewed the Year to Date Financials.
- b. Youth & Community Services Supervisor Bynum reviewed the Youth and Community Services Supervisor's Report. Commissioner Broderick inquired about programs for youth caught with cannabis and how BEST can aid in that need within the school system. Discussion followed.

5. Old Business

- a. By Commissioners:
 - i. Commissioner Peters provided update on his outreach program at UCONN's Career Center reporting partnerships with BBGC and other organizations. Discussion followed.

6. New Business

- a. Youth & Family Coordinators Kyana Anderson and Alyson Phelan and Youth & Community Services Supervisor Stephen Bynum presented the FY 22-23 Project Aware Budget Proposal.
- b. **MOTION:** Made by Secretary Nagle to approve the FY 22-23 Project Aware Budget Proposal. Seconded by: Commissioner Broderick, all in favor; motion carried.
- c. By Commissioners:
 - i. Chair Gotowala reported the success of the Basketball League at Bracket Park. Commissioner Broderick commented that this program was a great partnership between the Bristol Police Department and Youth and Community Services.
 - ii. Vice Chair Ahl inquired about setting a date to begin re-working the Youth Recognition Awards criteria.

7. Adjourn

- a. **MOTION:** Made by Commissioner Peters to adjourn the meeting at 6:43 p.m. Seconded by: Vice Chair Ahl, all in favor; motion carried.

Respectfully submitted,
Jazzya Coakley
Recording Secretary
Youth Commission

ATTACHMENT B

10/07/2022 14:31
JazzyaCoakleyCITY OF BRISTOL
YEAR-TO-DATE BUDGET REPORTP
glytdbud 1

FOR 2023 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	-41,930	189	-41,741	-15,469.25	.00	-26,271.75	37.1%
0017025 432147 ENHANCEMENT SERV	-12,970	80	-12,890	.00	.00	-12,890.00	.0%
0017025 432157 YOUTH SERVICES S	0	-7,246	-7,246	.00	.00	-7,246.00	.0%
0017025 450301 WELFARE EVICTION	-7,500	0	-7,500	-140.00	.00	-7,360.00	1.9%
0017025 514000 REGULAR WAGES &	278,170	0	278,170	55,879.14	.00	222,290.86	20.1%
0017025 515100 OVERTIME WAGES &	5,500	0	5,500	1,985.40	.00	3,514.60	36.1%
0017025 515200 PARTTIME WAGES &	3,500	0	3,500	.00	.00	3,500.00	.0%
0017025 517000 OTHER WAGES	2,955	0	2,955	1,546.74	.00	1,408.26	52.3%
0017025 531000 PROFESSIONAL FEE	35,000	-12,970	22,030	1,873.38	27,879.12	-7,722.50	135.1%
0017025 531115 JRB COORDINATION	8,225	12,970	21,195	1,950.00	6,275.00	12,970.00	38.8%
0017025 531120 PROJECT AWARE	41,930	-189	41,741	2,530.00	19,720.00	19,491.00	53.3%
0017025 531135 ENHANCEMENT SERV	0	-80	-80	5,332.47	3,205.10	-8,617.57	*****%
0017025 531136 YOUTH SERVICES S	0	7,246	7,246	.00	.00	7,246.00	.0%
0017025 541000 PUBLIC UTILITIES	9,500	0	9,500	2,278.31	7,221.69	.00	100.0%
0017025 541100 WATER & SEWER CH	800	0	800	139.65	660.35	.00	100.0%
0017025 543000 REPAIRS & MAINT	2,000	0	2,000	179.70	1,320.30	500.00	75.0%
0017025 553000 TELEPHONE	680	0	680	166.74	333.26	180.00	73.5%
0017025 561400 MAINT SUPPLIES &	300	0	300	.00	.00	300.00	.0%
0017025 561800 PROGRAM SUPPLIES	750	0	750	269.59	500.00	-19.59	102.6%
0017025 562100 HEATING OIL	7,300	0	7,300	193.20	7,106.80	.00	100.0%
0017025 562600 MOTOR FUELS	1,200	0	1,200	.00	.00	1,200.00	.0%
0017025 581120 CONFERENCES & ME	2,300	0	2,300	574.75	225.25	1,500.00	34.8%
0017025 581240 WELFARE EVICTION	8,000	0	8,000	1,744.00	6,000.00	256.00	96.8%
0017025 581745 NONREIMBURSEABLE	2,300	0	2,300	911.99	1,300.00	88.01	96.2%
0017025 587232 RELOCATION COSTS	35,000	0	35,000	43,055.81	7,586.90	-15,642.71	144.7%
TOTAL YOUTH & COMMUNITY SERVICES	383,010	0	383,010	105,001.62	89,333.77	188,674.61	50.7%
TOTAL GENERAL FUND	383,010	0	383,010	105,001.62	89,333.77	188,674.61	50.7%
TOTAL REVENUES	-62,400	-6,977	-69,377	-15,609.25	.00	-53,767.75	
TOTAL EXPENSES	445,410	6,977	452,387	120,610.87	89,333.77	242,442.36	
GRAND TOTAL	383,010	0	383,010	105,001.62	89,333.77	188,674.61	50.7%

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



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Youth & Community Services Supervisor Report
Youth Commission
(October 12, 2022)

I. 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: 8 (July-October)
- Number of clients currently receiving services: 11 (Full-time staff and Contractors)
- Number of families referred by the BOE: 6
- Number of families referred for (FWSN) Families With Service's Needs: 0

Community Services and the Parent and Child Program:

- Intakes (July-October) Basic Needs (71), Relocation(10) and Evictions (46)
- 7 intakes for the caring closet (July-October)

Current Juvenile Review Board Statistics:

- We currently have 4 open cases (July-October)
- Carry-Over cases remaining open 11



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Open Cases:

Charge	Number of Cases
Breach of Peace 2nd	1
Larceny 6th	0
Disorderly Conduct	1

Pending Cases:

Charge	Number of Cases
Breach of Peace	3
Criminal Mischief	0

Total Gender

Female	3
Male	1



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BEST Coalition Highlights/Upcoming Events:

September-October

- Project Coordinator and Associate position are vacant and we are currently in the recruitment stage. Project coordinator position has been posted.
- New Coalition member Joe Fortuna Bristol Boys and Girls Club (Youth Organization Representative)
- BEST will be collaborate with BEHS and BCHS grad party organizers to bring prevention efforts to each school and provide a generous donation to each program.
- Thomas Fulton will be working with BEST as a consultant providing guidance around prevention efforts, data collection, coalition focus and more.
- BEST sponsored award to be combined with the Youth Recognition Awards. The BEST award will recognize individuals for their prevention efforts in the community.
- DEA Drug Take Back Day is scheduled for October 29 at the Farmer's Market
- Red Ribbon Week – Activities to be determined
- Trunk or Treat event will be planned in collaboration with the BPD and BPRYS



Program Updates

A Step Ahead:

Empower hour I (fall) has begun with six (6) elementary school students. Initial stages of group development including introductions, team building, and norm development were conducted. Participants were enthusiastic and open to learning.

Girls With A Purpose:

Girls With A Purpose (GWAP) will tentatively begin November 3rd based on registration. Recruitment will consist of providing information to all middle schools and meeting face to face with students during lunch or town hall times.

Paul Vivian Internship:

Paul Vivian Internship has opened up recruitment to both high schools and reviewed the changes made to the program with staff. Student referrals and applications are due October 7th. Review of student forms will be completed upon this date, followed by interviews with the individual students and orientation with both Peer-to-Peer (PTP) students and traditional Paul Vivian (PV) students.

Teens Empowering Others:

Teens Empowering Others I (TEO-fall) recruited students from both high schools. Participants are excited to have a space to discuss issues and learn new skills. Initial stages of group development were incorporated into session; developing a full value contract, discussing current issues or problems present in their school or friend groups. Presenter schedule is being finalized and will begin with Wheeler clinic discussing mental health and stress with students in a few weeks.

Young Women's Issues Group:

Young Women's Issues Group (YWIG) will be starting in November 2022. Facilitators have discussed group schedule with the school to identify students for group time slots. Permission slips and initial interview forms will be given to school prior to start, followed by individual interviews for new members and group interviews for returning members. Priority goes to new members first.

Young Men's Issues Group

This group is currently in the recruitment stages. Program facilitators held a conference with school administration to identify a day of the week and time for the program to be held. Program flyers, permission slips and student interviews will be held in the third week of October. The programs targeted start date will be in the first week of November and run for 22 weeks.

Bananas Split Too, Lunch Buddies and Learning Through Books

We are currently in the recruitment stage for both BST and Lunch Buddies, with a tentative start date for mid-October. Schools have been open and receptive and we've had great conversation with guidance counselors, school psychologists and school staff about what the current needs of their students are. We've begun our Learning through Books fall series, allowing children between the age of 2-5 experience developmental play, sensory experiences and language development. Parenting 101's fall session has also started, giving parents an opportunity to enhance their parenting education and skills, understand attachment, and meet probation and/or court mandates in an 8 week course.