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TOWN OF BURLINGTON

Meeting Posting

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Notice of Public Meeting – (As required by G.L. c. 30 A, c. §18-25)*

DEPT/BOARD: Burlington Youth and Family Services/ Board of Directors
(Formerly known as the Burlington Community Life Center)

DATE: June 5th, 2019

TIME: 6:00 P.M.

PLACE: 33 Center Street, Room 112

AGENDA

- I. Call to Order
- II. Approval of Minutes: For the Meetings of December, 5th 2018
- III. Director's Report
- IV. New Business
- V. Next Meeting
- VI. Adjourn





RECEIVED

By Town Clerk's Office at 8:59 am, Oct 29, 2019

TOWN OF BURLINGTON

Youth & Family Services

Board of Directors' Meeting
June 5, 2019

Present: Board Members Anne Marie Browne, Martha Simon, Marilyn Langley, David Cullen, and Linda Collins, Christine Shruhan; Executive Director and Jennifer Priest; BYFS Administrative Secretary

Absent: Roberta Mills, Rick Picariello, Ron Mackenzie, Cheryl Coleman

I. CALL TO ORDER: The meeting was called to order at 6:07 p.m.

II. MINUTES: The board voted to approve the minutes of the December 5, 2018 meeting.

III. DIRECTOR'S REPORT:

A. Agency Update

A. Fee Balance- November 2018 to May \$8,600.00

B. Current Wait List- As of June 1, 2019 there are 10 cases on the waiting list at this time. The total number would be closer to 20; however, one of the graduate interns will be covering during staff maternity leave this summer.

IV. NEW BUSINESS

A. Initiatives (Old & New) –

OLD BUSINESS:

a. Security- Funding is available for the new security system. They are working to put a Distress System in the building to provide safety for staff. Funding for school security projects was approved at May Town Meeting. Dave would like to move forward with installation of BYFS security system before installing the security systems for the schools. Martha asked whether this system would address all of the concerns that the board has made. According to Dave, it will cover some but not all of the concerns.

Anne Marie Browne asked about fob access for the police. Christine stated that police currently have a key to the building but there is no plan to install fob access. There is a security issue with the back door which Christine has brought to the attention of maintenance. She has been advised the door will be replaced in the next fiscal year



b. Building punch list- There are several items the department is still waiting to be resolved/ fix. They include the broken door on first floor, wiring for printer in administrative office, repair broken light fixture. Recent items that have been resolved include replacing the water fountain and fixing the office door

c. Open House- The board discussed when and how. Christine presented the idea of hosting a speaker on a topic such as Vaping or Narcan and then giving attendees an opportunity to view our new space. Martha Simon suggested inviting Town Meeting Members and hosting the event before the next Town Meeting. Given that our Group Room is too small, **d. Wellness Committee-** Update Parenting University tentatively scheduled for 10/5/19.

NEW BUSINESS:

a. OWL Curriculum- short for Our Whole Lives is a Lifespan Sexuality Education Program. We were approach by the clergy to co-sponsor and now they would like BYFS to take the lead. The program would be offered to 8th and 9th graders. The curriculum can be offered as early as 2nd grade through young adulthood. Arlington and Bedford have offered programs to younger students all the way through high school. Typical group sizes are between 8-10 youth a for 1.5 hours for 24 weeks. BYFS has a staff member who is willing to be trained and would be co taught with an experienced instructor.

Christine asked for input from the board on offering the program. There is grant money available to fund the curriculum. Dave asked if we had the staffing resources necessary to handle it. Christine explained that as long as the staff on maternity leave returns as planned we should be able to handle it. Martha asked if this was a request by the clergy or if membership wanted it? Christine explained that a parent had approached clergy asking about offering it. In the past year Clergy members had discussed offering it and when the request came in from a parent, it seemed like an opportunity to pursue it. Martha also asked as to whether there may be overlap with what is taught in school. Christine explained what taught in school is limited and this would be more in-depth. She also spoke with Matthew Jackling at BHS who was in support of providing additional information to students. It was A vote was taken all were in favor of BYFS running the OWL Curriculum 5-0-0.

b. BCAT- Christine was invited to appear live on "Something to Talk About" on June 11th. Martha suggested that Christine may want to offer some questions for the show to ask her to help share what BYFS does. Overall the board was happy to hear about the exposure.

c. 2019-2020 Interns- At this time we only have two interns for next year. Typically the department accepts four students however, we can manage with three. The board asked if there was a lack of applications. Christine responded that was not the case. She had received more than two dozen applications some of which did not have sufficient experience. There were a few who were offered the internship however; they had decided to accept another internship placement. Christine has reached out to Boston University to see if their program would work with ours to hopefully fill the last 2 spots. She has also reached out to the schools that typically refer to us to let them know we still have two openings.

d. **NYPUM-** Christine spoke with the board about her plan to phase out the program in the next couple of years.

V. NEXT MEETING

Monday October 7, 2019 at 6:00 pm

VI. ADJOURNMENT:

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Christine Shruhan, Executive Director