

CDYCI COMMISSION MEETING
9:00 am, Wednesday, January 19, 2022

Due to social distancing policies related to COVID-19, the Capital District Youth Center, Inc's January 19th meeting will be held in person at 1 Park Place, Suite 102, virtually through Zoom Meetings and streamed live on CDPRC's Youtube Channel.

Members Present: Laura Bauer, Craig Warner

Members Present via Zoom Platform: William Connors, Kristin Swinton, Scott Bendett, Craig Warner, Steve Bayle, Barbara Mauro, Samantha Miller-Herrera

Others Present: Joseph Mancini, (Berkshire Farm) Robert Ryan (Harris Beach), Lucas Jacobs, (Berkshire Farm), Mike McLaughlin (Albany County Executive office), Moira Manning (Albany County Department for Children, Youth and Families), Sean Noonan (Albany County Sheriff's Office).

Members / Others Absent: Lucille McKnight

Staff: Mark Castiglione, Amy Weinstock.

Presiding: Laura Bauer, President, called the meeting to order at 9:00 am.

1. Welcome & Introductions

President Bauer welcomed everyone to the meeting.

2. December 15, 2021 Meeting Minutes

The minutes were distributed before the meeting.

Actions Taken

Barbara Mauro made a motion to approve the meeting minutes, with the typo corrections made to Lucille McKnight's name, and Craig Warner seconded. The motion was approved unanimously.

3. Financial Statements through December 31, 2021

The financial Statements were presented to the Board by Mark Castiglione. Total Expenses for the year are estimated at 83% to budget.

SD

Berkshire Farm's reported expenses through November are \$1,566,497.34 and the estimated total operations expenses through December are \$1,708,906.19. Total estimated expenses through November are 1,780,530 which is 90% to budget.

SSD

Berkshire Farm's reported expenses through November are \$2,291,187 and the estimated total operations expenses through November are \$2,499,477. Total estimated expenses through November are \$2,580,457 which is 79% to budget.

Quarter 3 rates have been issued by OCFS and we have billed the counties. Q4 revenue has not been booked.

Action Taken

Steve Bayle made a motion to approve the financial statements through December 31st and Bill Connors seconded it. The motion passed unanimously.

It was realized that the meeting was not being live streamed at this time, and a motion was made to collectively approve items 2 and 3 on the agenda (Meeting minutes and financial statements) by Steve Bayle and seconded by Craig Warner. The motion passed unanimously.

4. Capital Project Update

DASNY is still in financial discussions regarding payment options .

Albany County approved the contract modifications and SMRT hopes to be able to submit bid documents shortly. There are meetings scheduled regarding the construction timeline.

5. RTA Plan Updates

2021-22 RTA plan updates have been submitted on behalf of the four counties to OCFS. These updates include costs related to the design phase and updated construction costs based on the completion of schematic design. The allocations below will be added to each county's 21-22 RTA Plan by OCFS Budget. Albany County will be directly paying the vendors and Rensselaer, Saratoga, and Schenectady counties will be receiving bills from CDYCI for their share of the design costs in calendar year '22. CDYCI will then reimburse Albany County with the payments made by the other counties. All CDYCI counties will be able to claim their share up to the amounts approved in their RTA plans. Design and construction costs will appear on the All Other tab.

6. Facility Use

There is still no female intake happening. CDYCI Counties make up most of the bed usage.

7. Facility Operations / Agency Report (Berkshire)

There are still 10 vacancies in staff positions. 4 people are currently in training and that should be completed within the next 2 weeks. There has been a slight uptick in incidents in the facility, stemming mostly from staff shortages due to COVID absences and cases. There is a new Assistant Director starting this week.

Author Chris Wilson, from Baltimore Maryland will be coming in the Spring to the facility to read his book “The Master Plan: My Journey from Life in Prison to a Life of Purpose”. A youth at the facility mentioned he read the book and the facility director reached out to Mr. Wilson, who also agreed to send multiple copies to the facility as well.

There will be amendments to the 2022 Budget to reflect new staffing demands.

8. Other Business

They hope to have female intake starting up again soon.

The Architects hope to have their bid docs in by March and begin work in the next construction season. Waiting for the cost share amounts, budgets and % reimbursable rate.

9. Adjournment

Craig Warner made a motion to adjourn, Barbara Mauro seconded the motion. The motion passed unanimously, and the meeting was adjourned at 9:17 a.m.

The next meeting of the CDYCI Board will be March 16, 2022 at 9:00 a.m.

Respectfully submitted,

Amy Weinstock
Office Manager

Reviewed and approved by

Samantha Miller-Herrera
Secretary