

CDYCI COMMISSION MEETING
9:00 am, Wednesday, April 15, 2026

The Capital District Youth Center, Inc's April 15th meeting will be held in person at 1 Park Place, Suite 102, virtually through Zoom Meetings and, later, posted on CDPRC's Youtube Channel.

Members Present: William Connors, Laura Bauer, Gilah Moses, Gary Hughes, Jasmine Higgins, Susan Costanzo, Craig Warner

Others Present: Luke Jacobs (Together for Youth),

Members Present via Zoom Platform: Mike Stammel

Others Present via Zoom Platform: Bob Ryan (Harris Beach) Moira Manning (Albany County Department for Children, Youth and Families) Patrick Maxwell (Commissioner, Saratoga County DSS).

Members / Others Absent: Kristin Swinton

1. Welcome & Introductions

President Gary Hughes introduced everyone.

2. Approval of January 21, 2026 meeting minutes

The minutes were presented to the Board prior to the meeting.

Action Taken:

Jasmine Higgins made a motion to approve the January 21, 2026 meeting minutes with corrections (which were not applicable and not made) and Craig Warner seconded it. The motion was approved unanimously.

3. Financial Statements through March 31, 2026

Q1-Q32025 billings have been paid in full and proceeds administered to Together for Youth. The Q4 bills have been issued and partial payments have been received and administered to TFY. Problems with accuracy of youth records continue to delay this process. OCFS has proposed having Albany County be the sole billable county which would greatly speed up payment processing but the County rejected the idea since it does not address the underlying record accuracy issues.

SD: Together for Youth's reported expenses through March are \$1,334,960. The estimated total operations expenses through December are \$2,048,492 or 24% of the \$8,464,749 budget.

SSD: Together for Youth's reported expenses through March are \$2,193,723. The estimated total operations expenses through December are \$3,338,286 or 24% of the \$14,046,860.

On the balance sheet, the corporation held \$98,128 in our accounts on March 31st.

Action Taken

Jasmine Higgins made a motion to approve the Financial Statements through March 31, 2026 and Jasmine Higgins seconded it. The motion passed unanimously.

4. 2025 Pre Audit Financials

For the year, CDYCI reported total operating revenue of approximately \$19.0 million, largely attributable to member county payments for Secure Detention (SD) and Specialized Secure Detention (SSD) services. Secure Detention revenues totaled approximately \$7.5 million, while Specialized Secure Detention revenues totaled approximately \$11.4 million, reflecting SSD's larger operating scale during the year. Miscellaneous and interest income were modest and not material to overall results.

Total operating and administrative expenses were approximately \$19.0 million, resulting in a near-break-even operating position. On an accrual basis, CDYCI reported net income of approximately \$5,800 for the year. Secure Detention operations generated a modest surplus, while Specialized Secure Detention reflected a small operating deficit, which is consistent with known reimbursement timing, census volatility, and higher compliance-driven cost requirements associated with SSD operations.

Action Taken

Laura Bauer made a motion to approve the 2025 Pre-Audit financials and Gilah Moses seconded it. The motion passed unanimously.

5. Administrative Percentage Cap Change

CDYCI has submitted the attached analysis to the New York State Office of Children and Family Services (OCFS) addressing concerns related to administrative cost levels for Secure Detention (V8) and Specialized Secure Detention (V9). The review compares administrative costs to all other cost categories using Statewide Services Operating Plan (SSOP) reconciliation data from Rate Years 2020 and 2025. The analysis was prepared in response to OCFS's continued application of an informal administrative cost cap benchmark of approximately 17 percent.

The SSOP data shows that between 2020 and 2025, administrative costs increased significantly in absolute terms; however, all other cost categories increased at an equal or greater rate over the same period. As a result, the administrative share of total costs declined slightly across both programs. For Secure Detention, the administrative share decreased from 19.9 percent to 18.3 percent, and for Specialized Secure Detention, the share decreased from 18.9 percent to 18.6 percent. When combined, administrative costs declined from 19.4 percent to 18.5 percent of total costs. Despite this downward trend, the administrative share remains above the 17 percent benchmark, leaving CDYCI subject to ongoing cap pressure.

The analysis demonstrates that this pressure is not driven by administrative growth outpacing programmatic or direct care costs. Instead, it reflects the scale of fixed and unavoidable administrative requirements associated with detention operations, particularly following the implementation of Raise the Age. The introduction of Specialized Secure Detention significantly expanded compliance obligations, including enhanced documentation, reporting, staff training, and performance monitoring. These demands are further compounded by dual regulatory oversight stemming from OCFS detention standards and State Commission of Correction expectations. Many of these administrative functions are fixed in nature and do not scale in proportion to census or care days.

Market-driven cost increases, including insurance, audit, and compliance infrastructure, have also contributed to administrative cost growth statewide and are largely outside the control of CDYCI. The SSOP comparison confirms that while administrative costs have risen, they have not done so disproportionately and, in fact, represent a slightly smaller share of total operating costs than in prior rate years.

Based on these findings, CDYCI has requested that OCFS consider the SSOP-based evidence when evaluating administrative cost cap compliance. Specifically, CDYCI is seeking administrative clarification or flexibility, including recognition of Raise-the-Age-related burdens, approved allocation methodologies, or other discretionary accommodations within OCFS authority, to ensure reimbursement standards better reflect the reasonable and necessary costs of operating secure and specialized secure detention facilities.

6. Education PIP Implementation

Castiglione provided the Board with a consolidated summary of actions taken to implement the Office of Children and Family Services (OCFS) Education Performance Improvement Plan (PIP) dated January 13, 2026, for the Capital District Secure and Specialized Secure Detention Facility. The summary is organized by each OCFS-identified area of concern and reflects implementation activity documented through all bi-weekly progress reports submitted between February 4 and April 1, 2026, inclusive. OCFS issued a close out letter on March 19, 2026.

7. Special Education Services / Budget Modification

A proposed contract with CDB Connections to provide special education and related services at the Capital District Secure Detention Facility was provided, and it explains its relationship to the facility's Performance Improvement Plan (PIP) and regulatory requirements.

The proposed agreement provides for a certified special education teacher onsite 20 hours per week, participation in all required Individualized Education Program (IEP) and special education planning meetings, and delivery of related services such as speech, occupational, and physical therapy as required by students' IEPs. CDB Connections will also maintain required service documentation, progress reports, and confidentiality protections consistent with state and federal law. The contract is structured to ensure continuity of special education services comparable to those provided in community school settings.

Action Taken

Craig Warner made a motion to approve the Budget Modification for the Special Education Services and Gilah Moses seconded it. The motion passed unanimously.

8. Food Service Partnership

Castiglione provided an overview emerging partnership opportunity involving food services at the Capital District Juvenile Secure Detention Facility and the SEAT Center's culinary training program, and outlines preliminary financial and programmatic considerations for Board awareness.

9. Project ReSet Grant Application

Together for Youth (TFY) has submitted a grant application to OFFDP to support Project ReSet, a two-phase juvenile reentry initiative serving youth under Albany County Probation supervision who are placed at the Capital District Juvenile Secure Detention Facility (CDJSDF). CDYCI and the Albany County Department of Probation are formal implementation partners through executed Memoranda of Understanding (MOUs). Project ReSet provides structured pre-release and post-release transition services to support youth and families as young people return from detention to their homes and communities in Albany County. The program's goals include improving youth outcomes, enhancing public safety, and reducing recidivism.

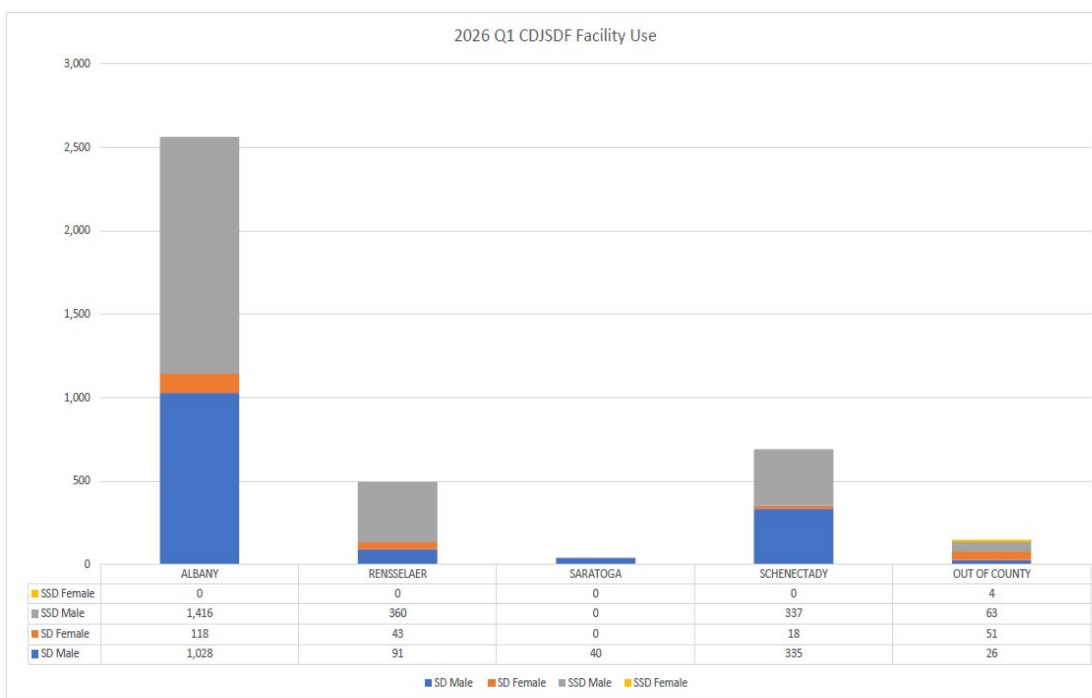
10. Facility Operation / Agency Report

- 2nd boiler has been installed and is operational. Currently working on a MOU with all contractors regarding the warranty since there was a wiring issue that

caused problems when installed. This ensures the warranty remains on the unit regardless of the error made when installed. (5 year warranty)

- All screens have been fixed and installed with no new damage.
- 2 youth on track to graduate in June.
- There was full attendance for the youth minus one youth with special circumstances.
- Trent Griffin is starting another 6 week curriculum to help the youth with job interviewing skills when they are discharged. 12 participants are working with him.
- Planned Parenthood, SNUG comes to talk to the youth.
- Trying to start to use the outdoor track and yard now that the weather is improving. Working on a track and field day.

11. Facility Use



There have been some issues with the Counties and being able use the beds they have at the facility. Albany is using many of the beds currently, and bumping procedures are still occurring. A new intermunicipal agreement is in the process of being signed to help alleviate the concerns. Also other facilities in NY are working on expanding.

12. SCOC Minimum Standards Evaluation

Following SCOC's November 5, 2025 evaluation, several outstanding compliance items were identified related to supervision documentation, classification procedures, policy completeness, and staff training. In February 2026, facility leadership met directly with SCOC staff to receive technical assistance and clarify corrective expectations. The February 26 submission reflects specific actions taken and commitments made to address those items.

13. Other Business

Jasmine Higgins made a motion to enter executive session to discuss litigation matters and Laura Bauer seconded it. The Board entered executive session at 9:38.

Laura Bauer made a motion to exit executive session with no action taken and Craig Warner seconded it. The Board exited executive session at 9:41.

13. Adjournment

Action Taken

Laura Bauer made a motion to adjourn and Gilah Moses seconded it. The motion passed unanimously. The meeting was adjourned at 9:42 am.

The next meeting of the CDYCI Board will be June 17, 2026 at 9:00 a.m.

Respectfully submitted,

Amy Weinstock
Office Manager

Reviewed and approved by

Laura Bauer
Secretary