**Commission on Out of School Time Grants and Youth Outcomes**

**Meeting Minutes Draft**

**January 26, 2023 at 6:00 p.m. – 7:30 p.m.**

**Virtual Meeting**

[**https://youtu.be/uvTRdvjEh7A**](https://youtu.be/uvTRdvjEh7A)

**Commissioners in Attendance:** Margot Berkey, Marcus Coates, Tacharna Crump, Mat Hanson, Gary Hill, Kierra Jenkins, Chairperson Walter Peacock, Dr. Kelly Rudd Safran, Margaret Siegel, Dr. Shontia Lowe

**Absent:** Hillary Desir**,** LeKisha Jordan, Heather Peeler, Kenneth Taylor

**Attending Staff Members:** Renee Abdullah, Alex Brown, Kevin Cataldo, Katrina Evans, Gaurav Gawankar, Kimetha Payton

**I. Call to Order**

The commission meeting was called to order by Chairperson Peacock at 6:06 p.m.

**II. Public Comments**

Kendall Bryan, Executive Director of Amy Jacques Garvey provided testimony regarding funding to small nonprofit programs. In particular, he advocated for more year-round grant opportunities for youth located in Wards 7 and 8.

**III. Announcement of a Quorum**

Ten (10) members were present at time of roll call and quorum was announced.

**IV. Approval of the Agenda**

Commissioner Siegel motioned to approve the agenda. Commissioner Berkey seconded the motion. Unanimous approval. Agenda approved.

**V. Approval of the Minutes**

Commissioner Safran motioned to approve the minutes. Commissioner Hill seconded the motion. Commissioner Crump abstained. All other Commissioners approved. Minutes approved.

**VI. Updates: Office of Out of School Time Grants and Youth Outcomes**

Cataldo provided an update for the Institute for Youth Development. The Institute hosted 14 events, achieving 14% of the overall goal and 175 unduplicated attendees achieving 22% of the overall goal for FY23 in Q1. The PQA Basics workshops are scheduled for January 31 and February 1, 2023. All school year grantees are required to attend. The Quality cohort will kick-off on February 2, 2023, with The Institute hosting the Weikart PQA Basics Plus workshop.

Brown provided an update on OST Communications. The OST Office has been in communication with DCPS and DCPCS to expand the reach of Learn24. The OST is currently working with OCTO to update the website. OST is working with OSSE, DCPS, and DC Public Charters schools to include OST opportunities in their newsletters/bulletins. In the coming weeks, you should be receiving communication bringing awareness to support the OST Office through the tax-check off box on tax forms. The funds will benefit individuals at DHS short-term sites.

Gawankar provided an update on OST Data. The OST office has begun to mandate race, gender, program ward, student ward, and are considering income data from organizations when they register. Questions about programming for special needs populations such as English learners, children and youth with disabilities, and undocumented youth will be also incorporated. Grantees are currently inputting SAYO results; the data compilation will begin following the 1/30 deadline for surveys to be completed.

Evans provided an update on FY23 grants. 100 out of 124 FY23 grant agreements have been fully executed. The Summer Strong RFAs closed on January 9, 2023. 44 Summer Strong,12 small nonprofit, and 4 coordinating entity applications were received. The Students in the Care of DC (SCDC) competition award notice was issued on January 12, 2023

Commissioner Lowe welcomed OST’s new Resource Allocation Analyst, Kimetha Payton, and provided an update regarding OST Office hiring.

Commissioner Lowe also announced Summer in the City, a spring event slated to be held at the end of March. The purpose is to create connections with community members across the District (especially parents), so they are aware of their summer programming options, and how they can register for them

**VIII. Commission Updates**

Chairperson Peacock announced that there will be a discussion on the open Co/Vice-Chair role at the next meeting. If there are any current Commission members that are interested or that you would like to nominate, please submit your nominations via email to Dr. Lowe and Chairperson Peacock by March 1, 2023. If there are any stakeholders interested in joining the Commission, please share the application with them.

Brown announced that the Coordination and Collaboration Committee has finalized its first meeting of the year. It is scheduled for February 16, 2022, at 12:30 p.m. and will focus on the findings from the needs assessment. The committee is still looking for members and a chairperson. Contact Alex Brown for additional information at Alex.Brown@dc.gov.

Commissioner Hill and Commissioner Crump provided Funding and Capacity Building Committee updates. The committee is looking into ways to make the invoice and payment process easier for small nonprofit grantees to navigate. The committee is also looking forward to receiving the results from the needs assessment to determine capacity building priorities for FY24. The committee will invite DC Action Coalition to future meetings.

Commissioner Lowe announced that the next Outcomes and Needs Assessment Committee meeting is slated for Feb 6, 2023, at 1 p.m. The DC Policy Center provided an update on the needs assessment.

The upcoming 2023 OST Commission meeting dates will be March 23, May 25, June 22, September 28, and November 16 from 6:00 – 7:30 p.m. Meetings to remain virtual until further notice.

Commissioner Lowe shared updates on the strategic plan timeline. The goal is to have the final vote and approval of the updated three-year strategic plan to ramp up FY24.

Chairperson Peacock announced that once the findings from the needs assessments are disseminated, each Committee needs to use the findings from the needs assessment to inform their section of the strategic plan. Where applicable, update your section, and forward any updates to Dr. Lowe by COB Friday March 10, 2023.

Chairperson Peacock stated the next meeting will be virtual and will be held on March 23, 2023, from 6:00 - 7:30 p.m. Future meetings to be held on the Teams platform.

**VIII. Adjournment**

Commissioner Hill made a motion to adjourn. Commissioner Siegel seconded the motion. Unanimous approval. Meeting adjourned at 7:28 p.m.