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

**Meeting Minutes Draft**

**July 28, 2022 at 6:00 p.m. – 7:30 p.m.**

**Virtual Meeting**

[**https://youtu.be/qLep1dmX4kE**](https://youtu.be/qLep1dmX4kE)

**Commissioners in Attendance:** Vonia Bowie, Tacharna Crump (6:59), Gary Hill, Vice Chairperson Burnell Holland, Heather Peeler, Dr. Kelly Rudd Safran, Margaret Siegel, Jason Spector

**Absent:** Margot Berkey, Marcus Coates, Mat Hanson, Laura Harding, Maddie Houck, LeKisha Jordan, Chairperson Walter Peacock, Kenneth Taylor

**Attending Staff Members:** Renee Abdullah,Alex Brown, Kevin Cataldo, Debra Eichenbaum, Malik Lang

**I. Call to Order**

The commission meeting was called to order by Vice Chairperson Holland at 6:03 p.m. The representative from OSSE is now Dr. Kelly Rudd Safran, Director for Special Populations and Programs. Representatives of city agencies do not need to be officially sworn in.

**II. Public Comments**

There were three (3) public speakers

1. Dorian Thomas, Youth Mentor for BEST Kids. Discussed the ways that BEST Kids supported him when he was a youth and his transition in the organization to being a manager.
2. Stacy M. (youth), Mentee with BEST Kids. Discussed the challenges she has experienced, and the support received by BEST Kids to grow and mature. Through BEST Kids she has been provided with opportunities that will impact her future path.
3. Dr. Stephania Herrera, Executive Director of BEST Kids. Appreciates the investment in youth serving organizations and the dedication of the OST Office and Commission.

**III. Announcement of a Quorum**

Seven (7) members were present at time of roll call and quorum was not met. It was decided that the meeting would continue, without votes on any Agenda items. These items will be voted on at the next meeting.

**IV. Approval of the Agenda**

Agenda item skipped.

**V. Approval of the Minutes**

Agenda item skipped.

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

Cataldo provided an update for the Institute for Youth Development. The Institute provided 67 events and served 734 unduplicated attendees to date for FY22. The summer site visits are currently ongoing and are being done in a hybrid fashion with ½ in person and ½ virtually. The Weikart SEL series workshops with a Train-the-Trainer (TOT) approach will be rolled out in FY23 with 10 new workshops.

Lang provided an update for FY22 grants which have varied closing dates. School Year grants close on July 30, 2022; High Impact Tutoring grants close on August 30, 2022; Year Round grants close on September 30,2022; Summer Strong grants close on September 30, 2022; and Safe Passage Safe Blocks grants will close in July, August, and September in order to support summer programming and the start of the school year.

Evaluation data regarding the site visit findings will be complete by the end of Fiscal Year 2022.

FY23 School Year and continuation applications are currently being reviewed. The only open RFA is for FY23 Safe Passage Safe Blocks.

Bowie responded to questions on OST Office vacancies. The DME is in the final stages of hiring for the Executive Director position. As soon as it’s complete, the Commission will be notified. There are three additional vacancies in the OST Office and they include: Supervisory Grants Management Specialist; Grant Management Specialist; and a Data Analyst.

**VII. Commission Updates**

Vice Chairperson Holland shared that Committee appointments will happen at the next meeting. The timeline for the Strategic Plan will be extended in order to have input from the Needs Assessment that is scheduled to be completed by the end of September 2022 and for continued community engagement. There will still be an off-cycle Commission Meeting, but now it is scheduled for December and the August off-cycle meeting has been cancelled. An email will be sent to all Commissioners to determine the date for the December meeting.

Vice Chairperson Holland opened the meeting up to questions and comments related to the community engagement. Discussion ensued related to types of outreach, locations of outreach, and various groups of individuals to involve. It was suggested that hybrid might be a good approach, but COVID is still a consideration, and we need to find ways to balance safety issues with the benefits of in-person engagement. Canvassing as a research tool was discussed so that the engagement is reaching more that just OST involved youth and families. The idea of combining site visits and needs assessment engagement was discussed. The issue is that at site visits, the representative of The Institute is considered to be a “fly on the wall” and purposefully does not engage youth so a true picture of the programming can be viewed and evaluated. The idea of attempting to engage multiple languages in the engagement sessions and outreach was raised as was the idea of creating a TOT for youth engagement.

Vice Chairperson Holland then asked the committees for updates.

Commissioner Hill stated that the Funding and Capacity Building committee met on July 18th. Additional Capacity Building opportunities will be made available soon to organizations that have budgets of $250,000 or less, and 10 organizations will be selected to participate in financial management workshops. Outcomes related to the Capacity Building grants will be provided after the final reports have been reviewed and evaluated. The strategic goals and strategies have been updated and we are now working on the tactics. The committee meets monthly for an hour and a half but will not meet in August. The Committee is working out a time to meet with the Coordination and Collaboration Committee. The Co-chairs will review the current applications and be ready to provide names for approval at the next meeting. Next meeting will be held virtually on September 19, 2022 from 6:00 – 7:30 p.m.

Commissioner Spector stated that the Outcomes and Needs Assessment Committee meeting was postponed. The contract with the DC Policy Center was just finalized. The next meeting will be held virtually on August 3, 2022 at 10:00 am and the committee will discuss nominations.

Cataldo, on behalf of the Quality committee, stated that the past meeting was cancelled. The committee has finalized the strategic plan for their section. The next Quality Committee meeting will be scheduled in August 2022.

Commission Siegel, on behalf of the Coordination and Collaboration committee, stated the committee is still not getting significant attendance from other government agencies and representation is needed. The committee is looking over strategies and tactics and will meet with the Funding and Capacity Building Committee on September 22, 2022. The next meeting date has not been finalized.

Vice Chairperson Holland stated the commission meetings will be virtual until further notice. Next meeting will be virtual and will be held on September 22, 2022, from 6:00 p.m.-7:30 p.m.

**VIII. Adjournment**

Meeting adjourned at 7:17 p.m. without vote.