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

**Meeting Minutes Draft**

**September 22, 2022 at 6:00 p.m. – 7:30 p.m.**

**Virtual Meeting**

[**https://youtu.be/zhYJYb7QaJw**](https://youtu.be/zhYJYb7QaJw)

**Commissioners in Attendance:** Margot Berkey, Marcus Coates, Tacharna Crump (6:50), Gary Hill, Vice Chairperson Burnell Holland, Kierra Jenkins, Chairperson Walter Peacock, Jason Spector, Dr. Shontia Lowe

**Absent:** Hillary Desir, Mat Hanson, LeKisha Jordan, Heather Peeler, Dr. Kelly Rudd Safran, Margaret Siegel (Excused), Kenneth Taylor

**Attending Staff Members:** Vonia Bowie, Alex Brown, Kevin Cataldo, Debra Eichenbaum, Katrina Evans, Gaurav Gawankar, Malik Lang

**I. Call to Order**

The commission meeting was called to order by Chairperson Peacock at 6:04 p.m. The representative from DC PCSB is now Kierra Jenkins. Representatives of city agencies do not need to be officially sworn in.

**II. Public Comments**

There were no public speakers

**III. Announcement of a Quorum**

Eight (8) members were present at time of roll call and quorum was announced.

**IV. Approval of the Agenda**

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

**V. Approval of the Minutes**

The minutes from both the May 26th meeting and the July 28th meeting were taken since quorum was not met at the July 28th meeting. For the May 26th Meeting minutes: Commissioner Berkey motioned to approve the minutes. Commissioner Hill seconded the motion. Commissioners Holland and Jenkins abstained. All other Commissioners approved. Minutes approved. For the July 28th minutes: Commissioner Spector motioned to approve the minutes. Commissioner Hill seconded the motion. Commissioners Berkey, Jenkins and Peacock 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 provided 76 events and served 900 unduplicated attendees to date for FY22. Summer site visits have been completed by The Institute team. The Institute launched the first of a series of workshops on Racial Equity in September 2022.

Lang provided an update for FY22 grants. Year Round, Summer Strong, Safe Passage Safe Blocks, and Capacity Building grants all close on September 30, 2022.

Lang provided an update for FY23 grants. School Year 2022-2023 applications are currently being reviewed; award notices have been delayed due to insufficient reviewers. Continuation award notices were delayed, however notices went out to organizations on September 19, 2022. Safe Passage Safe Blocks award notices will be made by September 30, 2022. Students in the Care of DC Coordinating Entity applications are currently being reviewed and award notices will be made in October 2022. Conversation ensued regarding the grant period. All grants will begin October 1, 2022, and funding may be applied to any expenses incurred from that date forward. Additionally, Safe Passage Safe Blocks coverage has not been interrupted and programming is occurring in all areas to support the beginning of the school year.

Additional conversation ensued regarding reviewers’ compensation. The OST Office will provide an update at the next meeting regarding feasibility.

**VII. Commission Updates**

Chairperson Peacock requested any committee memberships: Outcomes and Needs Assessment have three members to appoint, and Funding and Capacity Building have six. The applications will be forwarded to Chairperson Peacock to be announced at the next meeting.

Chairperson Peacock shared again that the timeline for the Strategic Plan will be extended to have input from the Needs Assessment that is scheduled to be completed by the end of November 2022. There will still be an off-cycle Commission Meeting scheduled for December to have two opportunities of public notice for anyone wishing to make comment on the proposed strategic plan. Conversation ensued regarding mechanisms for getting the feedback from the Needs Assessment to inform the strategic plan that should be finalized by the end of January 2023.

OST Office transitions include Dr. Shontia Lowe, joined the OST Office as Executive Director on August 15, 2022, and Vonia Bowie, will be transitioning from the OST Office on September 30, 2022.

Chairperson Peacock then asked the committees for updates.

Commissioner Spector stated that the Outcomes and Needs Assessment Committee met September 14, 2022 and discussed the updated work plan for the OST Needs Assessment. Spector mentioned the committee will be thinking through a framework for the decision points for that data that is collected. The next committee meeting is scheduled for October 12, 2022, from 10:00 – 11:00 a.m.

Commissioner Hill stated that the Funding and Capacity Building committee met on July 18th and September 20th. The strategic goals and strategies have been updated and the committee is continuing to update tactics. Next meeting is October 24, 2022, from 6:00 – 7:30 p.m.

Commissioner Berkey, on behalf of the Quality committee, stated the committee has finalized the strategic goals, including strategies and tactics. The Committee is now moving on the SEL work identified. The next Quality Committee meeting will be scheduled for October 2022.

Brown, on behalf of the Coordination and Collaboration committee, is still without a permanent chairperson, since Commission Siegel is the Interim Chairperson, as well as additional Committee members. The strategic goals have been finalized and the committee is continuing to revise the strategies and tactics. The Committee is waiting for the Needs Assessment data before additional steps. The next meeting has not yet been scheduled.

Chairperson Peacock stated the next meeting will be virtual and will be held on November 17, 2022, from 6:00 - 7:30 p.m.

**VIII. Adjournment**

Commissioner Spector made a motion to adjourn. Commissioner Holland seconded the motion. Unanimous approval. Meeting adjourned at 7:00 p.m.