



**Date:** February 5, 2010  
**Time:** 9:00 a.m. to 11:00 a.m.  
**Location:** Boys and Girls Club

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**Meeting called by:** David Fulton      **Type of meeting:** CPY Steering Committee

**Attendees:** David Fulton, Vivian Ashmawi, Pat Heiny, Scot Quintel, Beth Harrick, Jean Cates, Darla Randall and Misty Hollis.

### ***Minutes***

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**Agenda item:** Minutes from January 2010      **Presenter:** Misty Hollis (in place of Beth H.)

**Discussion:**

- Budget revision discussion from January requires action from CPY Steering Committee.

**Conclusions:**

Minutes were approved as presented.

**Action items**

- ✓ None

**Person responsible**

**Deadline**

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**Agenda item:** Finance Report

**Presenter:** Scot Quintel

**Discussion:**

- Total income for January 2010: \$19,007.30. Expenses \$10,370.00.
- February 2010 income received \$500 from Centerville Abington Schools and \$500 from Richmond Community Schools

**Conclusions:**

Finance report approved as presented.

**Action items**

- ✓ None

**Person responsible**

**Deadline**

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**Agenda item:** United Way Vision Council Discussion

**Presenter:** Scot Quintel

**Discussion:**

- Invitation to CPY to serve as United Way's Education Vision Council, with David Fulton as Chair
- Scot presented information about United Way's transition, the structure of Vision Council
- Vision Councils have oversight of funded programs and make recommendations for allocation within the focus area
- Current thinking includes maximum of 3 funded program representatives on any Vision Council—this would create a problem for CPY

- Vision Councils would also include business partners—this could bring some additional business representatives to the CPY table.
- United Way Board of Directors would have oversight of the work of Vision Councils; however, CPY would still be an autonomous group, able to identify goals and strategies.
- Discussion focused on how CPY’s work as a Vision Council would be one part of the overall charge of CPY; we identified the need for United Way to see CPY in this way.

**Conclusions:** None

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Decide whether Vision Council role is Appropriate for CPY	CPY Steering Committee	Mar. 2010

**Agenda item:** CPY’s role in Richmond’s Comprehensive Plan      **Presenter:** Pat Heiny

**Discussion:**

- Pat’s involvement with the Comprehensive Plan
- 5 Energy Centers: Council on Economic Vitality, Creative Industries Taskforce, Commercial Development Depot/Center City, North End Development, Youth
- What role can CPY play in helping other taskforces see the role of youth
- There is a need for the leaders of these City Energy Centers to receive training in the Social Development Strategy, with a focus on Risk and Protective Factors.
- Role of Youth Development Plan in the City’s work was discussed.

**Conclusions:** None

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Explore the role of YDP in City’s work	CPY Steering Committee	

**Agenda item:** CAPE grant and future funding      **Presenter:** Darla Randall, Vivian Ashmawi

**Discussion:**

- Darla spoke with Penny Pentecost; though space is limited, sustainability will be included in the CAPE report.
- RCS Board had a discussion regarding CAPE and sustainability; CPY was identified as a part of the sustainability piece. It was noted that interest dollars from CAPE’s funds will be distributed by CAPE partners.
- It was reported that CAPE Personnel Committee met and discussed distribution of interest dollars to the coordinator and grant partners based on a percentage.
- Need to focus on the results of the CAPE project and how to sustain.

**Conclusions:** None

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Distribute CAPE report to the CPY Steering Committee	David Fulton	February 2010

**Agenda item:** CPY Quarterly Meeting Agenda      **Presenter:** Vivian Ashmawi

**Discussion:**

- We have good RSVP (around 40) for mental health training after the Quarterly Meeting
- Lots of good publicity around town.
- Darla and Vivian have an outline for how to introduce CPY prior to the training
- What is the role of the Quarterly meeting with partners versus the attendees? For this month's meeting, we continue with our format of 1 hour business meeting followed by training.
- Each committee will pose a question we're wrestling with for the Business Meeting.
  - Possible questions for Evaluation Committee are: What use would you have for a data repository? How could we usefully include data and information about partner services?

**Conclusions:** Agenda for Feb. 12 Business Meeting Set

Action items	Person responsible	Deadline
✓ Clarity between purpose and target audience for Quarterly Business meeting versus Quarterly Training	Capacity Building Comm.	3/10 Steering Comm mtg
✓		

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**Agenda item:** SS/HS Grant report **Presenter:** Misty Hollis

**Discussion:**

- Annual Report time
- Data is being transferred to IU
- Partners will be receiving follow up questions
- Jean gave a reminder of Dr. Winters' visit as part of I Choose / SPF~SIG:
  - March 11, 6pm Townsend Center for parent/caregivers/community
  - March 12, 8:30am at Earlham College, Goddard Auditorium open for professionals and the broader community

**Conclusions:**

None

Action items	Person responsible	Deadline
✓ None		

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**Agenda item:** Convener Report **Presenter:** Vivian Ashmawi

**Discussion:**

- Need to consider Community Forum, purpose, timeline, what to include.
- Possible partners include: Josh Stiens with Tobacco Coalition which has some funds for a Community Forum, Wayne County Foundation also has interest in a Community Forum

**Conclusions:**

None

Action items	Person responsible	Deadline
✓ Explore Community Forum needs/timeline	Convener/Steering Comm.	