



Dane County

Minutes - Final Unless Amended by Committee

Youth Commission - Youth Assessment Steering Subcommittee

Monday, February 6, 2017

8:15 AM

United Way of Dane County, 2059 Atwood Avenue

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A. Call To Order

Present 8 - MEGHAN BENSON, MARY O'DONNELL, BRIAN KOENIG, TJ HANSEN, BONNIE AUGUSTA, SANDY ERICKSON, JULIA OLSEN, and JEFFREY LAFFERTY
Absent 2 - BRIDGET MANIACI, and SABINE WESTERMEYER

B. Consideration of Minutes

[2016
MIN-440](#)

2016_1212 Dane County Youth Assessment Steering Committee
Minutes

Attachments: [2016_1212 DCYA Steering Committee Minutes](#)

A motion was made by ERICKSON, seconded by LAFFERTY, that the Minutes be approved. The motion carried by the following vote:

Ayes: 8 - BENSON, O'DONNELL, KOENIG, HANSEN, AUGUSTA, ERICKSON, OLSEN and LAFFERTY

Absent: 2 - MANIACI and WESTERMEYER

C. Action Items

1. Review and approve projected revenues

Revenues from Dane County (\$7411), the City (\$4000) and PHMDC (\$4000) are confirmed. MMSD (\$4000) and United Way (\$4000) are probable—confirmations pending. School district revenues are \$480 per district with confirmations pending. Benson presented the Commission suggestion that a more equitable distribution of fees between smaller and larger outlying districts be considered given some are contracting and some are growing significantly. Koenig--staff need for support is the driving cost factor, not the size of the district (MMSD being the exception). Hansen-- school districts build DCYA costs into their AODA grants and adding a small increase for a larger district would be insignificant. Benson--districts contribute significant in-kind staff support in addition to the participation and Survey Monkey fees. Options for a tiered system include it being based on district size, number of buildings, tax base, etc. Augusta suggested the issue be tabled for this survey cycle and reconsidered when there is more time to develop a tiered model for the 2021 survey. Committee agreed setting the 2018 participation rate for each district at \$480.

A motion was made by AUGUSTA, seconded by O'DONNELL, that the proposed revenues be approved pending confirmation. The motion carried by the following vote:

Ayes: 8 - BENSON, O'DONNELL, KOENIG, HANSEN, AUGUSTA, ERICKSON, OLSEN
and LAFFERTY

Absent: 2 - MANIACI and WESTERMEYER

2. Review and approve 2018 DCYA budget

Monies shifted from survey design to report preparation including an allocation for Tableau, a report generation software platform that easily creates and formats reports. Koenig—every district required assistance in generating reports in 2015, despite training efforts to use Survey Monkey to this end. Olson--PH may be using this software. She's heard good things about it. O'Donnell will see if it's already available through City IT. Bettin will inquire on County interest.

A motion was made by O'DONNELL, seconded by OLSEN, that the proposed budget be approved. The motion carried by the following vote:

Ayes: 8 - BENSON, O'DONNELL, KOENIG, HANSEN, AUGUSTA, ERICKSON, OLSEN
and LAFFERTY

Absent: 2 - MANIACI and WESTERMEYER

D. Presentations

E. Reports to Committee

1. Review/Finalize 2018 timelines

Timelines were accepted without revision. Benson noted the Commission request to add item(s) on student fear/worry about immigration status for self or family and experience of hate bullying. This could be a screening question with skips. Regarding school timeline, several districts have staff changes requiring outreach and confirmation about the project. Koenig will attend the superintendents meeting to introduce. Bettin, Koenig and Hansen will follow-up with districts to get participation confirmation.

[2016
RPT-657](#)

2018 Youth Assessment Timelines

Attachments: [2018 DCYA Survey Development timeline](#)
[2018 DCYA Administrative Timeline](#)
[2018 DCYA School Timeline](#)

2. Review Draft of Youth Commission/School MOU

Adopted without revision.

[2016
RPT-658](#)

Sample Memorandum of Understanding Between the Dane County Youth Commission and the < > School District

Attachments: [2018 Blank MOU Template](#)

3. Feedback from the community and stakeholders—determine need and scope

Query school partners, current researchers, MOST and YRN agency partners for emerging issues and items being used in research projects.

4. 2015 Debrief items to consider

- *Audio capacity—This will be a district decision. Koenig will look into Survey Monkey capacity of hovering mouse over words to get definition.*
- *Length of survey—Goal is to shorten HS survey. Other items will need to be removed if immigration items are added. The survey workgroup will bring recommendations to the full committee.*

5. Updates on 2015 data analysis efforts

Benson reported she and Koenig will be presenting at the Wisconsin PH Association conference on the emotional health data findings from DCYA. Koenig will complete mental health analysis by July 1. PH may be able to publish a short issue paper. No report on reproductive health. LGBTQ report has been published by PHMDC with community presentations scheduled for February. Mental health LGBTQ from DCYA will be included in a separate publication.

F. Future Meeting Items and Dates

Next meeting: Monday, April 3, 8:15 a.m.

G. Public Comment on Items not on the Agenda

H. Such Other Business as Allowed by Law

I. Adjourn

9:30 a.m.

Recorded by Connie Bettin at 242-6422 (WI Relay 711)