



Dane County

Minutes - Final Unless Amended by Committee

Youth Commission - Youth Assessment Steering Subcommittee

Consider:

Who benefits? Who is burdened?

Who does not have a voice at the table?

How can policymakers mitigate unintended consequences?

Monday, February 17, 2020

8:30 AM

United Way of Dane County, 2059 Atwood Avenue
Boardroom A, 3rd floor

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A. Call To Order

- Present** 9 - BRIAN KOENIG, MARY O'DONNELL, CHELSEA POEPEL, RACHEL GOLDBERG, KARI STAMPFLI, KRISTEN BREY, Chair MEGHAN BENSON, JENNA RAMAKER, and ABRA VIGNA
- Absent** 4 - BONNIE AUGUSTA, TJ HANSEN, JULIA OLSEN, and Vice Chair FRANCESCA MASCIOPINTO

B. Consideration of Minutes

1. [2018 MIN-197](#) 2018_0820 DCYA Steering Committee Minutes

Attachments: [2018_0820 DCYA Steering Committee Minutes](#)

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

Ayes: 4 - KOENIG, O'DONNELL, BREY and BENSON

Absent: 4 - AUGUSTA, HANSEN, OLSEN and MASCIOPINTO

Abstain: 5 - POEPEL, GOLDBERG, STAMPFLI, RAMAKER and VIGNA

C. Action Items

1. Review and approve projected 2021 DCYA revenues

Committee reviewed the 2021 projected revenues. Committee members representing Dane County, the City of Madison, Public Health Madison Dane County, United Way of Dane County, and the Madison Metropolitan School District confirmed their financial commitment to the project (Dane County at \$7261 and all other partners at \$4000). The Committee set the small school district fee at \$500 per district. Two additional non-county districts that serve Dane County students are interested in participating (New Glarus and Lodi). The Committee set the mid-size fee for the three larger school districts at \$800 (VASD, MCPSD and SPSD) to cover additional time for set up and support. As presented, there is a \$1300 shortfall to cover the contract expense of \$35,000. Brey offered to ask Health Systems to support the project. Bettin will ask researcher partners to support the project. Dane County will budget \$2000 in 2021 to cover remaining contract obligations.

A motion was made by O'DONNELL, seconded by KOENIG, that the revenue plan be recommended to the Youth Commission as presented. The motion carried by the following vote:

Ayes: 9 - KOENIG, O'DONNELL, POEPPPEL, GOLDBERG, STAMPFLI, BREY, BENSON, RAMAKER and VIGNA

Absent: 4 - AUGUSTA, HANSEN, OLSEN and MASCIOPINTO

2. Review and approve 2021 DCYA budget

Budget to support the project and retain the services of K12 Associates through bid waiver presented. Discussion ensued regarding ways to support and promote use of the data to inform action after the survey is complete. Historically, Koenig has provided data analysis assistance to districts that do not have internal analysis capacity and have specific requests, but has not put forth proactive ways to use the data. Committee concluded providing additional low level technical assistance could be offered including descriptions of what the data tells you and what it does not, areas of categorical analysis for AODA, bullying, ACES type issues and trauma, that link to existing resource libraries, and to guidance on school district best practices in sharing and disseminating the data (i.e. in health classes). Vigna suggested the Commission partner with the School of Human Ecology, Civil Society & Community Studies program that offers a course on Action Research. Students in this two-semester, graduate level course requires an internship placement. DCYA partners may be viable internship options.

A motion was made by O'DONNELL, seconded by STAMPFLI, that the budget and retention of K12 Associates through bid waiver to the Youth Commission as presented be approved. The motion carried by the following vote:

Ayes: 9 - KOENIG, O'DONNELL, POEPPPEL, GOLDBERG, STAMPFLI, BREY, BENSON, RAMAKER and VIGNA

Absent: 4 - AUGUSTA, HANSEN, OLSEN and MASCIOPINTO

D. Presentations

E. Reports to Committee

1. Identify participants on survey development work group

The charge of this work group is to review the 2018 survey and bring revision recommendations to the Steering Committee. The guidelines for review are to consider new or emerging trends, but to limit changes to allow for historical comparisons. Benson, Brey, Goldberg, Poeppel, O'Donnell, Vigna and Stampfli volunteered for this work group.

2. Review/Finalize 2021 timelines

The Committee accepted the project timelines without revision.

[2019](#)
[RPT-550](#)

2021 DCYA Administrative, School and Survey Development Timelines

Attachments: [2021 DCYA Administrative Timeline](#)
[2021 YOUTH ASSESSMENT_School Timeline](#)
[2021 DCYA Survey Development timeline](#)

3. Review Draft of Youth Commission/School MOU

Adopted without revision.

[2019](#)
[RPT-551](#)

2021 Youth Commission/School MOU

Attachments: [2021 MOU Districts and DC Youth Commission](#)

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

Committee will request feedback from school partners, researcher partners, MOST and YRN community partners.

5. Feedback from Youth Summit youth participants—form youth input work group?

Benson, Masiopinto and Augusta will lead a work group and hold one or two youth feedback sessions.

6. Tech updates for 2018 (Brian)

- *Wifi issues: Koenig reviewed the wifi capacity issues experienced at schools in 2018 and steps he is taking to remediate. There is no one solution as the issue seems to be with wifi set up in school buildings, overall capacity, the length of the survey and use of tablets versus a computer lab. Stampfli noted that MMSD has connectivity issues in other areas, not just with DCYA. Vigna suggested using COWs or Cellular on Wheels. A district would contract with their provider to bring in extra wifi capacity during high need times. Given the window and number of schools, the cost may be prohibitive. This idea will be shared with the school reps.*
- *SoGoSurveys: SoGo will be the platform used in 2021. It generates reports and slides, small company with excellent customer service.*
- *Regional school planning meetings: Koenig will hold regional school meetings during the pre-survey, preparation phase as needed.*

F. Future Meeting Items and Dates

1. Set meeting calendar for the year

Committee will meet the first Monday of the month through 2020 from 8:30 – 10:00 at United Way. The next meeting will be on April 6.

2. Development of DCYA manual (procedures, surveying, analysis, reports, etc.)

Benson reported a DCYA procedure manual is under construction for fidelity and sustainability purposes. Vigna volunteered to assist with this project.

G. Public Comment on Items not on the Agenda

H. Such Other Business as Allowed by Law

I. Adjourn

The meeting adjourned at 10:00 a.m.

Minutes respectfully submitted by Connie Bettin pending Committee approval.