



# **BERGEN NEW JERSEY** *County*

## **Youth Services Commission** **Membership Meeting Minutes**

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**BERGEN COUNTY YOUTH SERVICES COMMISSION**

Membership Meeting (Virtual)

**January 4, 2022**

**Members:** Kristen Ambrosio (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Liana Dinallo; Meredith Kunz (designee for Mark Musella); Christine Hill (designee for Sue Debiak); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Silvia Pascarella; Christopher Perry (designee for April Petersen); Linda Spiegel; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Adiyah Washington; Danielle Osenbruck; Kleidon Ndreu; Laura Simoldoni, Marie LaTesta (designee for Louis DeLisio)

**Staff:** Jamie Ziegelhofer; Robert Sibi; Laurie Bianchi

**Ex-Officio:** Kyle Sheehan; Kristen Williams

**Resource:** John Cutitto, Bergen County Division of Family Guidance; Stephanie Drag, Robin Wanner, and Kaetlynn Ayala, Children’s Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Sharon Barth, CASA; Mary Davey, West Bergen Mental Healthcare; Dana Czachorowska, Care Plus NJ; Dean Pastras and Shelisa Foster, Bergen’s Promise; Jessica Nunez, Case Expeditor; Tasia Milicevic, Valery Sanchez, Albania Martinez-Bojos, TMR; Marisa Heluk, BC Alternatives to Domestic Violence; Quahim Muhammad, Benjamin Franklin Middle School (Teaneck); Laura Washington

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Harry Lisa called the Membership Meeting to order.

Liana Dinallo presented the 2022 Slate of Officers: Harry Lisa, Chair and Christopher Perry, Co-Chair. A motion by Rosemarie Lobretto, seconded by Kristen Ambrosio, *to approve the 2022 Slate of officers, was carried.* A motion by Christine Hill, seconded by Kleidon Ndreu, *to approve the BCYSC November 3, 2021 Membership Meeting Minutes, was carried.*

**Superior Court of NJ** – No report

**Superior Court of NJ– Family (Juvenile)** – Liana Dinallo reported offenses have picked up slightly. The Court is now remote whenever possible.

**BC Prosecutor’s Office/Juvenile** – Meredith Kunz also reported offenses have picked up, but most offenses have been low level. There was a decrease in sexual assaults. They were busy in regards to the TikTok challenge. The office is hybrid this week.

**NJ Office of the Public Defender-Juvenile/Bergen** – Christopher Perry agreed and mentioned youth being in school fights.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer reported the 2021 programs have concluded and the last quarterly reports are being reported. The 2022 Standing Committees were presented and discussed.

The 2022 Plan Update is complete and awaiting executed documentation.

The 2022 meeting schedule was presented. A motion by Janice Conti, seconded by Liana Dinallo, *to approve 2022 meeting schedule was carried.*

The Bergen County Division of Family Guidance (BCDFG) Regional Stationhouse Adjustment Program (RSAP) site visit report was presented and discussed. A motion by Janice Conti, seconded by Rosemarie Lobretto, *to approve the BCDFG RSAP site visit report was carried.*  
The 2023 Plan Update timeline was presented and discussed. A motion by Harry Lisa, seconded by Christopher Perry, *to approve the 2023 Plan update timeline was carried.*

**Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – slightly lower referrals; program running as planned

**BCDFG Positive Strides** – two referrals

**BCDFG Using Technology Responsibly (UTR)** – one referral in December.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 23 referrals in December

**BCDFG Psychological Evaluations** – three referrals in December.

**BCDFG Alternatives to Detention (ATD)** – 2 on bracelet electronic monitoring, 21 youth on the program. One youth on a probation bracelet. Smart link is being utilized (case management feature, facial recognition, status update, etc.)

**Juvenile Detention Center** – 9 residents, 4 from Bergen County

**BCDFG – Visions** – 7 juveniles

**Bergen’s Place Youth Shelter** – 3 residents: all male. Shelter plus - total of 8 (all in person visits for residential programs are suspended remote visits and access are available only)

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children’s Aid and Family Services** – LST completed classes on December 22, 2021. It is starting back today at Ben Franklin school. The program is prepared to go remote if needed. EPIC – Lodi Sticker Shock Event was successful. On December 10, 2021, there was a community event/movie night, 27 Bergen County youth attended.

**Probation** – The youth who mastered the “tie the tie” life skill received a dress shirt. In November there was a small group discussion on unconscious bias. In December there was an incentive event: a video game truck was provided for youth and adults. It was a positive way for the youth and adults to interact.

**Case Expeditor** – no report

**Big Brothers Big Sisters** – 21 Bergen County matches, the program is seeking mentors, and there are 12 youth on the waiting list

**TMR Mental Health Care** – The year ended year well. On January 22, 2022, a completion event will take place to reflect on what they learned and reinforce coping skills.

**START Institute** – no report

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported on the new restorative justice grant, which is available to Paterson, Trenton, Camden, and Union. Also there is one person in programming from Bergen County.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

A motion by Rosemarie Lobretto, seconded by Kleidon Ndreu, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION**

Membership Meeting (Virtual)

**March 1, 2022**

**Members:** Kristen Ambrosio (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Judge Magali Francois (designee for Peter Melchionne); Marcia Hartkopp (designee for Liana Dinallo); Shelby Klein; Meredith Kunz (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Silvia Pascarella; Christopher Perry (designee for April Petersen); Russell Read; Jorge Sandoval; Linda Spiegel; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Adiyah Washington; Danielle Osenbruck; Marie LaTesta (designee for Louis DeLisio)

**Staff:** Jamie Ziegelhofer; Robert Sibi; Laurie Bianchi

**Ex-Officio:** Kyle Sheehan; Kristen Williams

**Resource:** Christine Hill, Division of Addiction Services/OADD; John Cutitto, Bergen County Division of Family Guidance; Stephanie Drag and Robin Wanner, Children's Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Mary Davey, West Bergen Mental Healthcare; Dana Czachorowska, Care Plus NJ; Dean Pastras and Shelisa Foster, Bergen's Promise; Jessica Nunez, Case Expeditor; Valery Sanchez and Albania Martinez-Bojos and Hiba Rahman, TMR; Laura Washington, NJ Early Intervention

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Harry Lisa called the Membership Meeting to order.

A motion by Russell Reed, seconded by Anne Giacobbe, *to approve the BCYSC January 4, 2022 Membership Meeting Minutes, was carried.*

**Superior Court of NJ** – Judge Francois reported there was an uptick in the caseload. Out of home placements are up. In-person hearings have resumed for VOPs and dispositions.

**Superior Court of NJ– Family (Juvenile)** – Liana Dinallo announced Marcia Hartkopp will be supervising the Juvenile Unit.

**BC Prosecutor's Office/Juvenile** – Meredith Kunz reported diversions are also increasing. They are seeing a lot of issues in school such as volatile behavior in youth, organized fights, etc.

**NJ Office of the Public Defender-Juvenile/Bergen** – Christopher Perry reported as of May 1<sup>st</sup> all youth will be eligible for the public defender's services. Stationhouse adjustments are keeping the numbers down.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer presented the 2021 program results report. The report was reviewed and discussed at the last planning meeting. *A motion by Harry Lisa, seconded by Shelby Klein, to include the 2021 Program results report in the 2023 Plan Update data was carried.*

The 2021 BC Offenses Map and Summary was presented. *A motion by Kristen Ambrosio, seconded by Shelby Klein, to include the 2021 BC Offenses Map and Summary in the 2023 Plan Update data was carried.*

**Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – the number of boys are increasing, but the girls’ numbers are low. Bipas is up and running, but the PAVE numbers are low.

**BCDFG Positive Strides** – ten referrals in February.

**BCDFG Using Technology Responsibly (UTR)** – six referrals in February (2 community and 2 police).

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 39 referrals in February

**BCDFG Psychological Evaluations** – five referrals in February (1 detention and 4 police).

**BCDFG Alternatives to Detention (ATD)** – 19 youth in the program 6 on bracelet electronic monitoring

**Juvenile Detention Center** – 6 residents, 2 from Bergen County

**BCDFG – Visions** – 4 juveniles

**Bergen’s Place Youth Shelter** – 1 male resident. Shelter plus - total of 5

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children’s Aid and Family Services** – setting up intro meeting for Rochelle Park. They are collaborating with the SRO. LST is in the third marking period for the existing classes. Robin Wanner announced the second Seeds of Change conference will be on 10/21/22 location tbd. She also reported on the various events and trainings for the EPIC program.

**Probation** – Pop scheduled for 3/15. It will be hybrid (in-person and virtual). There has been a big struggle with engagement, buy in, and trust.

**Case Expeditor** – no report

**Big Brothers Big Sisters** – 31 Bergen County matches, 23 in the site based program. Two new matches last month. The program is trying to transition back to in person.

**TMR Mental Health Care** – 8 youth current with a wait list.

**START Institute** – the program has not received any referrals and will not be funded moving forward.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported they are working in person fully, but meetings are still virtual. Staff needs to be fully vaccinated by 3/31. There is one Bergen County youth in a JJC program.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

A motion by Shelby Klein, seconded by Kristen Ambrosio, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator



**BERGEN COUNTY YOUTH SERVICES COMMISSION**

Membership Meeting (Virtual)

**April 5, 2022**

**Members:** Kristen Ambrosio (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Judge Magali Francois (designee for Peter Melchionne); Marcia Hartkopp (designee for Liana Dinallo); Shelby Klein; Meredith Kunz (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Silvia Pascarella; Jorge Sandoval; Linda Spiegel; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Adiyah Washington; Danielle Osenbruck; Marie LaTesta (designee for Louis DeLisio); Melissa DeBartolo

**Staff:** Jamie Ziegelhofer; Laurie Bianchi

**Ex-Officio:** Kyle Sheehan

**Resource:** Christine Hill, Bergen County Division of Addiction Services/OADD; John Cutitto, Bergen County Division of Family Guidance; Stephanie Drag, Robin Wanner and Sarah Lauber, Children’s Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Mary Davey, West Bergen Mental Healthcare; Dana Czachorowska, Care Plus NJ; Dean Pastras and Shelisa Foster, Bergen’s Promise; Jessica Nunez, Case Expeditor; Tasia Milicevic, TMR; Sharon Barth, CASA

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Harry Lisa called the Membership Meeting to order.

He gave special thanks to Christopher Perry for all his help with the BCYSC and wished him luck in the future. A motion by Shelby Klein, seconded by Meredith Kunz, *to approve the BCYSC March 1, 2022 Membership Meeting Minutes, was carried. Melissa DeBartolo and Rosemarie Lobretto abstained.* Jamie Ziegelhofer announced the approved minutes will now be available on the County website.

**Superior Court of NJ** – No report

**Superior Court of NJ- Family (Juvenile)** – No report

**BC Prosecutor’s Office/Juvenile** – No report

**NJ Office of the Public Defender-Juvenile/Bergen** – No report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

The 2023 Plan Update and the updated 2022 monitoring tool has not been released yet. Jamie Ziegelhofer reported in Adiyah Washington’s absence.

The BCYSC Allocation subcommittee met on Wednesday, March 16<sup>th</sup> to review the following proposals.

The Subcommittee recommends the following reductions:

<b>The START Institute</b> – The program did not receive any referrals and will no longer be funded	-\$15,210
<b>M &amp; S Psychiatric Evaluations</b> – Reduce LOS by 5	-\$5,000
<b>BCDFG Psychological Evaluations</b> – Reduce LOS by 5	-\$4,750
<b>Total reductions</b>	<b>-\$24,960</b>

The Subcommittee recommends the following increases:

<b>Center for Modern Dance Education Moving into Knowledge</b> – To enhance programming through expansion of an African Dance & Drum Company for youth at-risk; and to fund a new seasonal Co-Coordinator staff position to help manage the existing Summer Camp programs for youth at-risk.	\$14,000
<b>Bergen County Division of Family Guidance Regional Stationhouse Adjustment Program</b> – To fund a training for law enforcement and school personnel	\$8,087
<b>Bergen County Division of Family Guidance Adolescent Substance Abuse Program</b> – To fund an increase in the food budget	\$2,873
<b>Total increases</b>	<b>\$24,960</b>

*A motion by Rosemarie Lobretto, seconded by Linda Spiegel, to approve and move forward with the BCYSC Allocations Subcommittee report and recommendations was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Melissa DeBartolo – abstain; Shelby Klein – yes; Janice Conti – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – unable to vote due to technical difficulties; Judge Magali Francois – yes; Harry Lisa – yes; Kristen Ambrosio – abstain; Marcia Hartkapp – yes; Danielle Osenbruck – abstain; Silvia Pascarella – abstain; Jorge Sandoval – abstain; Linda Spiegel – yes; Marie LaTesta – yes (8 yes, 6 abstain, 1 unable to vote due to technical difficulties).**

**Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – referrals are up, 12 youth currently in the program (9 male and 3 female)

**BCDFG Alternatives to Detention (ATD)** – 15 youth, 6 on the bracelet

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 24 referrals in March from 12 different municipalities. Five new municipalities utilized the program in March.

**BCDFG Positive Strides** – 6 new referrals in March. The program will be creating its first group.

**BCDFG Psychological Evaluations** – 5 evaluations in March

**BCDFG Using Technology Responsibly (UTR)** – will email an update

**Juvenile Detention Center** – 10 youth in total, 8 out of county and 2 Bergen County (9 male, 1 female)

**BCDFG – Visions** – total 5 youth (all male)

**Bergen’s Place Youth Shelter** – 2 youth (1 male, 1 female)

**Shelter Plus** – 5 youth

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – e-mailed a video (shared)

**Children’s Aid and Family Services** – The new town, Rochelle Park, has received Board approval and will start next week. The remaining towns are in the fourth marking period. EPIC is continuing with their meetings and training. The Youth conference is tentatively scheduled for October 21, 2022. They are waiting on the venue.

**Probation** – The first POP (Parent Orientation Program) session was a success. 8 parents/guardians representing 7 youth with 3 in person and 5 via Zoom.

**Big Brothers Big Sisters** – in person will resume soon

**TMR Mental Health Care** – 10 youth and families are being served some in person and some virtual.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported the monitoring tool was modified and we should receive it next week. There are no Bergen County youth in JJC programs currently.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – Shelby Klein reported that CIACC (Children’s Interagency Coordinating Council) is looking to bolster youth and family engagement. Mental health services are at a record high. Melissa DeBartolo reported the Family Fun Festival will be in person this year with a date to be determined in May.

A motion by Kristen Ambrosio, seconded by Melissa DeBartolo, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION

Membership Meeting (Virtual)

May 3, 2022

**Members:** Kristen Ambrosio (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Judge Magali Francois (designee for Peter Melchionne); Liana Dinallo; Shelby Klein; Meredith Kunz (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Tammy Molinelli; Silvia Pascarella; Linda Spiegel; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Adiyah Washington; Danielle Osenbruck; Marie LaTesta (designee for Louis DeLisio); Melissa DeBartolo; Richard Nunes (designee for April Petersen); Laura Simoldoni; Gerald Powers (designee for Russell Read)

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Christine Hill, Bergen County Division of Addiction Services/OADD; John Cutitto, Bergen County Division of Family Guidance; Stephanie Drag, Robin Wanner, Children's Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Mary Davey, West Bergen Mental Healthcare; Dana Czachorowska, Care Plus NJ; Dean Pastras and Shelisa Foster, Bergen's Promise; Jessica Nunez, Case Expeditor; Tasia Milicevic, TMR; Sharon Barth, CASA; Michele Hart-Loughlin, CBH Care; Marisa Heluk, ADV; Tina Kelter; Ana Richards

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Harry Lisa called the Membership Meeting to order.

A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto, *to approve the BCYSC April 5, 2022 Membership Meeting Minutes, was carried. Liana Dinallo abstained.*

**Superior Court of NJ** – Judge Francois reported that Juvenile Court is busy; issues remain with long-term residential placement. The Court is seeing offenses that are more serious and there are not a lot of options for alternatives to detention for more serious offenders. Fields programs are a good option but the juveniles need to follow the rules or they cannot stay in the program, which is a huge obstacle. Judge Francois also noted the need to have all proceedings be in-person. Virtual is helpful, but it lacks formality. Fifteen new volunteers were sworn in to the Juvenile Conference Committees.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo echoed the Judges' comments, in regard to in-person proceedings. Out of home placement is a statewide issue. The Court is working hard to complete backlog cases over 90 days by June 30, 2022, if possible. No date for phase two of the Court House construction.

**BC Prosecutor's Office/Juvenile** – Meredith Kunz reported they are very busy and are down a prosecutor. Rich Nunez has replaced Chris Perry, which led to a transition period. The need for the formality of in-person proceedings was also reiterated.

**NJ Office of the Public Defender-Juvenile/Bergen** – Rich Nunez introduced himself and is looking forward to working with everyone.

### **BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

The 2023 Plan Update and the updated 2022 monitoring tool was released. We are continuing to meet and move forward with our planning process in order to complete the plan update. Program reviews are beginning. Jamie Ziegelhofer gave a brief overview of the new monitoring tool and regulations. The

agencies are now required to have a brief presentation at the time of the monitoring. The schedule and sign-up sheet was shared. Two qualified voting members need to be present for a formal monitoring. All were encouraged to sign up. The JDAI research and reform specialist, Julie Boc, has resigned, and Erica Hein is filling in until the position is filled. The JDAI application was released, but we are unsure if Bergen will be applying for funds this year or continuing to use next year as a planning year.

**Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – Average male group attendance is 6 male, and female group attendance is 3 female

**BCDFG Alternatives to Detention (ATD)** – 17 youth in program, 6 youth on bracelet and three phone monitoring

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – April had 21 referrals serving 35 different municipalities. Three new municipalities utilized the program in April (Fairview, Saddle Brook, and Washington Township). A training will be held targeting law enforcement and educators.

**BCDFG Positive Strides** – 6 new referrals in April. The first group will tentatively start this month.

**BCDFG Psychological Evaluations** – One in detention and one in community evaluations

**BCDFG Using Technology Responsibly (UTR)** – Two referrals by police

**Juvenile Detention Center** – 14 youth in total, 8 out of county and 6 Bergen County (13 male, 1 female)

**BCDFG – Visions** – total 5 youth (3 male, 2 trans)

**Bergen's Place Youth Shelter** – 7 youth (5 male, 2 female)

**Shelter Plus** – 6 youth (2 female, 4 male)

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children's Aid and Family Services** – Stephanie Drag reported the Botvin Life Skills program has expanded into Rochelle Park's 7<sup>th</sup> grade and it has just begun. The seven habits of highly effected teens expansion this summer is working the Zone to run the program. Empowering Peers Inspiring Change group is moving along. EPIC Englewood ran a sticker shock for an alcohol awareness event in collaboration with the Englewood Health Department. Lodi EPIC has moved in person at the library. Seeds of Change conference is scheduled for Friday, October 21, 2022, in collaboration with the County Executive's Office. The theme is diversity, equity, and inclusion focusing on LGBTQ+.

**Probation** – Janice Conti reported the planting event is being planned for this month. They are preparing for parent orientation and painting with a purpose in June. They are looking for speakers for two topics: burn out prevention and detoxing the work environment, and how to engage and unlock the team's creativity and the next generation leadership.

**Big Brothers Big Sisters** – In person has resumed and everything is going well.

**TMR Mental Health Care** – no report

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported that on April 22<sup>nd</sup> the Attorney General visited Jamesburg and is planning to visit other correctional facilities and the fields programs. The monitoring tool has been updated and there are no Bergen County youth in JJC facilities at this time.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – Shelby Klein announced that May is Mental Health Month there are a variety of activities and trainings such as youth mental health first aid training, suicide prevention training, and a narcan training. Email for more information. A sticker contest was held and an event will take place soon. CIACC (Children’s Interagency Coordinating Council) is working on a resource guide for youth and families.

A motion by Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION**

Membership Meeting (Virtual)

**July 6, 2022**

**Members:** Kristen Ambrosio (designee for Nick Montello); Mitchell Badiner (designee for Howard Lerner); Janice Conti (designee for Nicole Jaccoi); John Stallone (designee for Liana Dinallo); Karen Gwynn (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Linda Spiegel; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Adiyah Washington; Danielle Osenbruck; Marie LaTesta (designee for Louis DeLisio); Melissa DeBartolo; Kleidon Ndreu; Richard Nunes (designee for April Petersen); Laura Simoldoni; Gerald Powers (designee for Russell Read); Jorge Sandoval

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Robert Sibi

**Ex-Officio:** Kyle Sheehan; Kristen Williams

**Resource:** John Cutitto and Kimberly Malone Bergen County Division of Family Guidance; Stephanie Drag, Robin Wanner, Children's Aid and Family Services; Lisa Cieplechowicz, Big Brothers Big Sisters; Mary Davey, West Bergen Mental Healthcare; Dana Czachorowska, Care Plus NJ; Shelisa Foster, Bergen's Promise; Tasia Milicevic, Valery Sanchez, and Albania Bojos, TMR; Sharon Barth, CASA; Michele Hart-Loughlin, CBH Care; Marisa Heluk, ADV; Rhona Vega, Parent Matterz; Tina Kelter; Allegro Addeo

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Harry Lisa called the Membership Meeting to order.

A motion by Janice Conti, seconded by John Stallone, *to approve the BCYSC May 3, 2022 Membership Meeting Minutes, was carried.*

**Superior Court of NJ** – no report

**Superior Court of NJ–Family (Juvenile)** –

**BC Prosecutor's Office/Juvenile** – Domestic Violence among youth seem to be on the rise and they are working with Alternatives to Domestic Violence.

**NJ Office of the Public Defender-Juvenile/Bergen** – no report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Program reviews are almost done. There are two more left: TMR on Monday, July 11<sup>th</sup> at 11:00AM and BBBS on Thursday, July 14<sup>th</sup> at 10:00AM. We are continuing to meet and move forward with our planning process in order to complete the plan update. The BCYSC Allocations/Program Review subcommittee met on Wednesday, June 29<sup>th</sup> to approve three site visit reports and discuss scoring. The total applicable points in a category will be 3 times the number of questions. If a program scores a four it will be considered extra credit. Jamie Ziegelhofer presented the BBBS One to one mentoring program, BCDFG Adolescent Substance Abuse Program, and CMDE Moving into Knowledge site visit reports.

A motion by Harry Lisa, seconded by Kristen Ambrosio, *to approve the BBBS One to one mentoring program site visit report, was carried*

A motion by Rosemarie Lobretto, seconded by Harry Lisa, *to approve the BCDFG Adolescent Substance Abuse Program site visit report, was carried.* Kristen Ambrosio, Jorge Sandoval, and Melissa DeBartolo abstained.

A motion by Kleidon Ndreu, seconded by John Stallone, *to approve the CMDE Moving into Knowledge site visit report, was carried.*

**Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – Four Male and three Female, PAVE is up and running this week, BIPAS is having another cycle this week and the program continues providing assessments.

**BCDFG Alternatives to Detention (ATD)** –20 youth in program, the numbers are high this year, 9 youth on bracelet and three phone monitoring, and eight non bracelet/phone monitoring.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 16 referrals in June with 11 new municipalities, 40 in total.

**BCDFG Positive Strides** – 3 new referrals in June.

**BCDFG Psychological Evaluations** – 6 evaluations in June.

**BCDFG Using Technology Responsibly (UTR)** – Two referrals in June.

**Juvenile Detention Center** – 6 youth all Bergen County males. A discussion was held regarding the difficulty of finding placements when disposed.

**BCDFG – Visions** – 6 male

**Bergen’s Place Youth Shelter** – 3 youth

**Shelter Plus** – not provided

**Teaneck Public Schools** – Harry Lisa requested the administrator to contact them to report in the next month.

**Center for Modern Dance Education** – no report

**Children’s Aid and Family Services** – Stephanie Drag reported the Botvin Life Skills program completed the fourth marking period in all schools. They are collaborating with Bergen Family Center to provide the Seven Habit program this summer to approximately 30-35 youth and is set to start today. Robin Wanner reported the EPIC program is also collaborating with the Bergen Family Center Youth leadership summer program. The Youth Conference will be on October 21<sup>st</sup> and the theme is LGBTQ+.

**Probation** – Janice Conti reported they provided the planting project in May and POP and painting with a purpose were completed.

**Big Brothers Big Sisters** – Lisa reported the school year is complete and they are currently recruiting for those programs. The one on one mentoring continues and they are looking for mentors.



**TMR Mental Health Care** – 123 sessions have been completed and they are on par to complete their goal of 212 sessions. There were four positive terminations.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported 16 youth completed classes at Middlesex College. There are currently no Bergen County youth in JJC facilities.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

A motion by Rosemarie Lobretto, seconded by Jorge Sandoval, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION

Membership Meeting (Virtual)

August 2, 2022

**Members:** Kristen Ambrosio (designee for Nick Montello); Mitchell Badiner (designee for Howard Lerner); Nicole Jaccoi; John Stallone (designee for Judge Francois); Marcia Hartkopp (designee for Liana Dinallo); Meredith Kunz (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Linda Spiegel; Marie LaTesta (designee for Louis DeLisio); Melissa DeBartolo; Kleidon Ndreu; Gerald Powers (designee for Russell Read); Shelby Klein; Silva Pascarella

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Robert Sibi

**Ex-Officio:** Kyle Sheehan; Kristen Williams

**Resource:** John Cutitto and Kimberly Malone, Bergen County Division of Family Guidance; Stephan Drag, Robin Wanner, Children's Aid and Family Services; Lisa Cieplechowicz, Big Brothers Big Sisters; Dana Czachorowska, Care Plus NJ; Shelisa Foster, Bergen's Promise; Tasia Milicevic, TMR; Kristine Gifford, CASA; Michele Hart-Loughlin, CBH Care; Rhona Vega, Parent Matterz; Allegro Addeo; Elissa Machlin-Lockwood, CMDE

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Harry Lisa called the Membership Meeting to order.

A motion by Kleidon Ndreu, seconded by Linda Spiegel, *to approve the BCYSC July 6, 2022 Membership Meeting Minutes, was carried.*

**Superior Court of NJ** – no report

**Superior Court of NJ–Family (Juvenile)** – no report

**BC Prosecutor's Office/Juvenile** – no report

**NJ Office of the Public Defender-Juvenile/Bergen** – no report

### **BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Program reviews are done. Jamie Ziegelhofer presented the Bergen County Division of Family Guidance (BCDFG) Alternatives to Detention (ATD), Positive Strides, and Superior Court Probation Programs site visit reports and the following program reviews: BCDFG Adolescent Substance Abuse Program (ASAP), Teaneck Public Schools (TPS), MS Integrated Psychotherapy and Counseling (M&S), BCDFG Positive Strides, and Center for Modern Dance Education (CMDE).

A motion by Rosemarie Lobretto, seconded by Meredith Kunz, *to approve the BCDFG ATD program site visit report, was carried.* Kristen Ambrosio, Jorge Sandoval, and Melissa DeBartolo abstained.

A motion by Rosemarie Lobretto, seconded by Harry Lisa, *to approve the BCDFG Positive Strides Program site visit report and program review, was carried.* Kristen Ambrosio, Silvia Pascarella, and Melissa DeBartolo abstained.

A motion by Harry Lisa, seconded by Kristen Ambrosio, *to approve the Superior Court Probation program site visit report, was carried.* Nicole Jaccoi abstained.

A motion by Harry Lisa, seconded by Linda Spiegel, *to approve the BCDFG ASAP program review, was carried.* Kristen Ambrosio, Silvia Pascarella, and Melissa DeBartolo abstained.

A motion by Shelby Klein, seconded by Harry Lisa, *to approve the Teaneck Public Schools program review, was carried.*

A motion by Harry Lisa, seconded by Kristen Ambrosio, *to approve the M&S program review, was carried.*

A motion by Shelby Klein, seconded by Kristen Ambrosio, *to approve the Center for Modern Dance Education program review, was carried.*

The BCYSC Allocations/Program Review subcommittee met on Friday, July 29, 2022, to approve the remaining site visits and the program reviews that were voted on today. They also reviewed the 2023 ATD budget increase request for the one-third set aside. Jamie Ziegelhofer presented the updated budget showing the increase of \$3,421.

A motion by Rosemarie Lobretto, seconded by Mitchell Badiner, *to approve the 2023 ATD Budget for the one-third set aside, was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Melissa DeBartolo – abstain; Shelby Klein – yes; Nicole Jaccoi – yes; Mitchell Badiner – yes; Rosemarie Lobretto – yes; John Stallone – yes; Harry Lisa – yes; Kristen Ambrosio – abstain; Marcia Hartkapp – yes; Silvia Pascarella – abstain; Gerald Powers – yes; Linda Spiegel – yes; Marie LaTesta – yes; Kleidon Ndreu – yes; (12 yes, 3 abstain).**

We are continuing to meet and move forward with our planning process in order to complete the plan update. There will be at least one more planning subcommittee meeting and two allocation/program review subcommittee meetings. A discussion was held regarding the BCYSC meeting scheduled for October 4, 2022. The meeting occurs the day after the plan update is due. It was agreed the October meeting would be moved to Wednesday, September 28, 2022, in order to finalize any necessary items for the 2023 plan update.

#### **Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – five male and three female, the program continues to provide court ordered assessments.

**BCDFG Alternatives to Detention (ATD)** – 18 youth in program, 4 youth on bracelet and three phone monitoring, and 11 non-bracelet/phone monitoring.

**BCDFG Using Technology Responsibly (UTR)** – Three referrals in July

**BCDFG Psychological Evaluations** – 7 evaluations in July.

**BCDFG Positive Strides** – 6 new referrals in June.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 27 referrals in July with five new municipalities, 46 in total.

**Juvenile Detention Center** – 7 youth, all Bergen County males.

**BCDFG – Visions** – 6 male

**Bergen’s Place Youth Shelter** – 2 male, 2 female

**Shelter Plus** – 5 male, 2 female

**Teaneck Public Schools** – 14 students, 8 middle school and 6 high school will be back in September. There were 21 youth served in the last cycle. The program has returned to more of its pre-covid curriculum with field trips and speakers.

**Center for Modern Dance Education** – Boys camp is currently taking place. The girls camp finished Friday. There will also be a co-ed camp for youth 8 to 14 with volunteers age 15 to 17. There was 23 new students from various towns in Bergen County in the in-studio classes. There has been a lot of family participation. They also reported on the capital improvement grant received.

**Children’s Aid and Family Services** – Stephanie Drag reported the seven habits pilot program is happening this summer collaborating with Bergen Family Center. There were 20 high school youth and 8 eighth grade youth. The LifeSkills staff is preparing for September. Robin Wanner reported the Seeds of Change conference has an outlined agenda. The Youth Conference will be on October 21, 2022, and the theme is LGBTQ+.

**Probation** – Nicole Jaccoi reported the Parent Orientation Program (POP) and Painting with a Purpose took place in June and the programming will start again in the fall.

**Big Brothers Big Sisters** – Lisa Cieplechowicz reported the program is continuing to match. There are also recruiting mentors for the school year and develop the curriculum.

**TMR Mental Health Care** – 12 youth enrolled, they are planning to hire another clinician.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported he will be working remotely Monday and Fridays, but will be available as usual. There are currently no Bergen County youth in JJC facilities.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

**Announcements** – Shelby Klein announced the launch of 988 in July, which is a suicide prevention lifeline. It is a national number, but 262-HELP and Perform Care is still available as well. They are doing a substance abuse needs assessment and will be talking to key informants. The Black Poster Project will take place October 12-13, 2022.

A motion by Rosemarie Lobretto, seconded by Harry Lisa, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION**  
Membership Meeting (Virtual)  
**September 7, 2022**

**Members:** Kristen Ambrosio (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Liana Dinallo; Meredith Kunz (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Linda Spiegel; Marie LaTesta (designee for Louis DeLisio); Melissa DeBartolo; Russell Read; Shelby Klein; Silva Pascarella; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Jorge Sandoval; Adiyah Washington

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag, Robin Wanner, Children’s Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Dana Czachorowska, Care Plus NJ; Albania Martinez-Bojos, Valery Sanchez, and Tasia Milicevic, TMR; Sharon Barth, CASA; Mary Davey, West Bergen Mental Healthcare; Marisa Heluk, ADV; Sara D’Eletto, BCDFG RSAP; Cynthia Castaneda, Bergen’s Promise

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Harry Lisa called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Detective Russell Read, *to approve the BCYSC August 2, 2022 Membership Meeting Minutes, was carried.* Liana Dinallo and Janice Conti *abstained*

**Superior Court of NJ** – no report

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported the covid restrictions have ceased. Trials, disposition and sentencing remain in person. Some things will remain virtual such as case management.

A motion by Liana Dinallo, seconded by Kristen Ambrosio, *to nominate Rosemarie Lobretto as the co-chair for the remainder of 2022, was carried.*

**BC Prosecutor’s Office/Juvenile** – Meredith Kunz reported they are busy again.

**NJ Office of the Public Defender-Juvenile/Bergen** – no report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer announced an increase in funding for 2023 from \$830,965 to \$1,125,145. An email was sent to the existing programs for possible program expansions and/or one-time expenditures for 2023. There will be at least one more planning subcommittee meeting and two allocation subcommittee meetings in order to complete the 2023 Plan Update and application. It will be presented for approval at the next meeting. The 2022 six month program results report was presented.

The following program reviews were presented and approved:

BCDFG Psychological Evaluations (PE), Using Technology Responsibly (UTR), Regional Station House Adjustment (RSAP), CAFS LST and EPIC program, and TMR treat me right program.

A motion by Janice Conti, seconded by Rosemarie Lobretto, *to approve the BCDFG PE, UTR, RSAP*

*program reviews, were carried.* Kristen Ambrosio, Jorge Sandoval, Silva Pascarella, Shelby Klein and Melissa DeBartolo abstained.

A motion by Shelby Klein, seconded by Kristen Ambrosio, *to approve the CAFS LST and EPIC program and TMR treat me right program reviews, was carried.*

**Presentation** – Sara D’Eletto presented on the Regional Statin House Adjustment program statistics. She reviewed the municipalities utilizing the program, offense types and program referrals.

A motion by Harry Lisa, seconded by Shelby Klein, *to include the data in the 2023 Plan update, was carried.* Kristen Ambrosio, Jorge Sandoval, Silva Pascarella, and Melissa DeBartolo abstained.

**Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** –

10 youth, 3 male and 3 female in group, 3 in BIPAS, 1 in PAVE, 10 assessments this quarter for ASAP

**BCDFG Alternatives to Detention (ATD)** –21 youth in program, 6 youth on bracelet (5 male 1 female) and 3 phone monitoring (2 male 1 female) and 12 non-bracelet/phone monitoring (9 male 3 female)

**BCDFG Using Technology Responsibly (UTR)** – Four referrals in August

**BCDFG Psychological Evaluations** – 5 evaluations in August

**BCDFG Positive Strides** – 1 new referrals in August

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 10 referrals in August by five municipalities, 47 in total (Englewood is new)

**Juvenile Detention Center** – eight Bergen County male youth.

**BCDFG – Visions** – 8 male

**Bergen’s Place Youth Shelter** – 2 male, 3 female

**Shelter Plus** – 5 male, 2 female

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children’s Aid and Family Services** – Stephanie Drag announced Hackensack and Teaneck have new administration and have not scheduled dates currently. They are working to secure dates. LST is starting in Englewood. Robin Wanner reviewed the agenda for the youth conference on October 21, 2022

**Probation** – Parent orientation program is scheduled for Sept 20<sup>th</sup>

**Big Brothers Big Sisters** – they are having a back to school drive and in the process recruiting youth for the school programs.

**TMR Mental Health Care** – 12 youth enrolled

**NJ Juvenile Justice Commission (JJC)** – One Bergen County juvenile is in a JJC secure facility

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – Jamie Ziegelhofer reported she would be attending the NJ Association of County Youth Service Commission Administrators Retreat in Bordentown on Sept 8<sup>th</sup> and 9<sup>th</sup>.

**Announcements**

Melissa DeBartolo announced the Bergen County Multicultural Family Fun Fest is scheduled for September 24<sup>th</sup> with a rain date of October 1<sup>st</sup>. The BC Sherriff Office along with ICNA Relief is hosting a Backpack and School Supply Give–Away tonight at 2 Bergen County Plaza from 5-8 PM. Bergen County Human Relation Commission is hosting a sticker design event for grades K to 8 Courageous Conversation Working Together Toward Peace and Healing using the phrase ”Unity in Bergen County”

Shelby Klein announced September is Recovery and Suicide Prevention Month; Black Poster Project will be in October; NJAC Workshop scheduled for September 14<sup>th</sup>

A motion by Shelby Klein, seconded by Rosemarie Lobretto, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION**

Membership Meeting (Virtual)

**September 28, 2022**

**Members:** Kristen Ambrosio (designee for Nick Montello); Tracey Kurtzmann (designee for Nicole Jaccoi); Liana Dinallo; Meredith Kunz (designee for Mark Musella); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Linda Spiegel; Natalie Cureton (designee for Melissa DeBartolo); Melissa DeBartolo (arrived later); Shelby Klein; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Jorge Sandoval; Adiyah Washington; Kleidon Ndreu; Laura Simoldoni

**Staff:** Jamie Ziegelhofer; Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag, Robin Wanner, Children’s Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Sharon Barth, CASA; Cynthia Castaneda, Bergen’s Promise; Nick Campestre, Teaneck Public Schools

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Harry Lisa called the Membership Meeting to order.

A motion by Shelby Klein, seconded by Rosemarie Lobretto, *to approve the BCYSC September 7, 2022 Membership Meeting Minutes, was carried.*

**Superior Court of NJ** – no report

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported Judge Remsen effective November 1st is moving over to criminal and they are down judges countywide. Criminal is taking priority now.

**BC Prosecutor’s Office/Juvenile** – Meredith Kunz reported they are busy still and complaints are trending up. There has been an increase in the number of out of county cases of youth committing motor vehicle burglaries.

**NJ Office of the Public Defender-Juvenile/Bergen** – no report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer presented the Superior Court of NJ Probation Youth and Family Engagement Program and Big Brother Big Sister One to One Mentoring Program reviews.

A motion by Rosemarie Lobretto, seconded by Kristen Ambrosio, *to approve the Superior Court of NJ Probation Youth and Family Engagement Program and Big Brother Big Sisters One to One Mentoring Program reviews, were carried. Tracey Kurtzmann abstained.*

Jamie Ziegelhofer presented the 2023 Plan Update and application.

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the 2023 Plan Update and application, was carried.*

Adiyah Washington presented the 2023 Allocation Report reflecting the recommendations of the allocation subcommittee.

A motion by Adiyah Washington, seconded by Kleidon Ndreu *to approve the 2023 Allocation Report, was carried.*



**A roll call vote to approve: Meredith Kunz – yes; Natalie Cureton – abstain; Shelby Klein – yes; Tracey Kurtzmann – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – yes; Harry Lisa – yes; Kristen Ambrosio – abstain; Liana Dinallo – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Adiyah Washington – yes; Kleidon Ndreu – yes (9 yes, 4 abstain).**

A motion by Rosemarie Lobretto, seconded by Kleidon Ndreu, *to approve 2022 CAFS budget modification, was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Natalie Cureton – yes; Shelby Klein – yes; Tracey Kurtzmann – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – yes; Harry Lisa – yes; Kristen Ambrosio – yes; Liana Dinallo – yes; Jorge Sandoval – yes; Linda Spiegel – yes; Adiyah Washington – yes; Kleidon Ndreu – yes (12 yes, 1 abstain).**

A motion by Adiyah Washington, seconded by Rosemarie Lobretto, *to approve 2022 BCDFG ASAP budget modification, was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Natalie Cureton – abstain; Shelby Klein – yes; Tracey Kurtzmann – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – yes; Harry Lisa – yes; Kristen Ambrosio – abstain; Liana Dinallo – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Adiyah Washington – yes; Kleidon Ndreu – yes (9 yes, 4 abstain).**

A motion by Rosemarie Lobretto, seconded by Laura Simoldoni, *to approve BCDFG ATD budget modification, was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Melissa DeBartolo – abstain; Shelby Klein – yes; Tracey Kurtzmann – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – yes; Harry Lisa – yes; Kristen Ambrosio – abstain; Liana Dinallo – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Adiyah Washington – yes; Kleidon Ndreu – yes; Laura Simoldoni – yes (10 yes, 4 abstain).**

### **Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – Average attendance at the boys and girls treatment groups is three. Pave and bypass groups are in progress and on the assessment side, there are eight assessments for the month of September.

**BCDFG Alternatives to Detention (ATD)** – There is 19 youth that are currently participating in the program, 3 that are on bracelet monitoring, three on the new phone monitoring and 13 are not being electronically monitored.

**BCDFG Using Technology Responsibly (UTR)** – Two for the month of September.

**BCDFG Psychological Evaluations** – Five in the month of September.

**BCDFG Positive Strides** – Three for the month of September.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – no report

**Juvenile Detention Center** – Currently holding nine male juveniles, all from Bergen.

**BCDFG – Visions** –Currently housing six.

**Bergen’s Place Youth Shelter** – 3, 2 males and 1 female.

**Shelter Plus** – no report

**Teaneck Public Schools** – Back at school for about 3 weeks and currently doing intakes. Plan to be at 24 Youth 12 in the middle school, 12 high school to start the programs and groups.

**Center for Modern Dance Education** – no report, building improvements tentatively scheduled to be completed next month.

**Children’s Aid and Family Services** –

We are starting back in Hackensack this week and Teaneck. Ben Franklin is starting and hoping to get back in to TJ Middle School. Registration is open for the Seeds of Change Conference it has a focus on the LGBTQ plus and Ally Community, at Bergen Community College on October 21st.

**Probation** –Parent orientation program took place on the 20th. It was successful. There were approximately eight or nine parents in attendance. There were four in person and the rest of the attendees were virtual. There is another pop scheduled for October 18<sup>th</sup>.

**Big Brothers Big Sisters** –Site based programs are starting in the beginning of November. Currently working on recruiting. There are currently 14 mentees for the Bigs in Blue program and eight for BMW. Community based is going well. One match was made this month.

**TMR Mental Health Care** – no report

**NJ Juvenile Justice Commission (JJC)** – One Bergen County juvenile is in a JJC secure facility.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

**Announcements**

Shelby Klein announced the Black poster project will be at One Bergen County Plaza the week of Columbus Day. The public can come and view the posters in the building on the 12th and the 13th. Youth mental health first aid for adults who assist youth is being offered on October 9<sup>th</sup> and 19<sup>th</sup>. It is a full day event. There will be a regular mental health first aid course on October 26th. October is recovery month and September Suicide Prevention month.

A motion by Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**November 1, 2022**

**Members:** John Cutitto (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Liana Dinallo; Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Linda Spiegel; Melissa DeBartolo; Shelby Klein; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Martha Grant (designee for Mark Musella); Mitchell Badiner (designee for Howard Lerner); Judge Francois (designee for Judge Melchionne); Matt Stanislao (designee for Russell Reed); Jorge Sandoval; Silvia Pascarella; Kleidon Ndreu

**Staff:** Jamie Ziegelhofer; Robert Sibi; Laurie Bianchi

**Ex-Officio:** Kyle Sheehan; Kristen Williams; Tatiana Hewitt

**Resource:** Stephanie Drag, Robin Wanner, Children's Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Sharon Barth, CASA; Dean Patras, Bergen's Promise; Michele Hart-Loughlin, CBHCare

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Harry Lisa called the Membership Meeting to order.

A motion by Liana Dinallo, seconded by Linda Spiegel, *to approve the BCYSC September 28, 2022 Membership Meeting Minutes as amended, was carried.*

**Superior Court of NJ** – Judge Francois reported the juvenile calendar is growing and there are many violent offenses. There was a discussion regarding youth behavior and lack of respect/trust for the police and court. There was also a discussion regarding long wait times for residential and specialized programs.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported that an October 27th order from the Supreme Court, indicating that not just the dispositions and the trials have to be in court for juvenile matters, but all juvenile matters have to return to in person. Trial Court Administrator (TCA) Laura Simoldoni is out on leave taking care of family and will be retiring. Carolyn Walsh is the acting TCA.

**Bergen County Prosecutor's Office/Juvenile** – no report

**NJ Office of the Public Defender-Juvenile/Bergen** – no report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer presented a budget modification request for the Bergen County Division of Family Guidance's (BCDFG) Alternatives to Detention (ATD) program, which is funded with the one-third set aside. The program is requesting to move \$500 from the misc. line to the consultant line in order to continue to provide music and martial arts for the remainder of 2022.

A motion by Harry Lisa, seconded by Kleidon Ndreu, *to approve BCDFG ATD budget modification request, was carried.*

**A roll call vote to approve:** Martha Grant – yes; Melissa DeBartolo – abstain; Shelby Klein – yes; Janice Conti – abstain; Mitchell Badiner – yes; Rosemarie Lobretto – yes; Anne Giacobbe – abstain; Judge Francois – yes; Harry Lisa – yes; John Cutitto – abstain; Liana Dinallo – yes; Silvia Pascarella – abstain; Matt Stanislao – abstain; Jorge Sandoval – abstain; Linda Spiegel – yes; Marie LaTesta – yes; Kleidon Ndreu – yes (10 yes, 7 abstain).

Jamie Ziegelhofer presented a budget modification to increase BCDFG Psychological Evaluations (PE) by \$9,500 (additional 10 evaluations) because it is on track to exceed the allotted evaluations and to decrease BCDFG Positive Strides (PS) by \$9,500 due to a vacant employee position.

A motion by Rosemarie Lobretto, seconded by Linda Spiegel, *to increase BCDFG PE \$9,500 and decrease BCDFG PS \$9,500, was carried.*

**A roll call vote to approve: Martha Grant – yes; Melissa DeBartolo – abstain; Shelby Klein – yes; Janice Conti – abstain; Mitchell Badiner – yes; Rosemarie Lobretto – yes; Anne Giacobbe – abstain; Judge Francois – yes; Harry Lisa – yes; John Cutitto – abstain; Liana Dinallo – yes; Silvia Pascarella – abstain; Matt Stanislao – abstain; Jorge Sandoval – abstain; Linda Spiegel – yes; Marie LaTesta – yes; Kleidon Ndreu – yes (10 yes, 7 abstain).**

A discussion was held regarding the proposed updated regulations. A motion was made by Harry Lisa, seconded by Rosemarie Lobretto, *to send the reviewed comments regarding the regulations, was carried. Jorge Sandoval opposed.*

Jamie Ziegelhofer asked for anyone who is interested in the planning of the first BCYSC Conference to send an email to her so you can be added to the subcommittee.

The 2023 Plan Update and Application was reviewed and will be returned with minimal corrections. The Request for Proposals (RFP) is out and proposals are due November 18, 2022.

### **Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – average attendance for the month of October was 3 youth in each group and three assessments.

**BCDFG Alternatives to Detention (ATD)** – 17 youth in the program, 2 BEM (Bilateral Electronic Monitoring), 2 Phone monitoring

**BCDFG Positive Strides** – 5 youth in October

**BCDFG Psychological Evaluations** – 3 evaluations in October

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 18 in the month of October

**BCDFG Using Technology Responsibly (UTR)** – no intakes in October, some pending.

**BCDFG – Visions** – Currently housing six total, 4 male and 2 trans.

**Juvenile Detention Center** – Currently holding nine male juveniles, all from Bergen County.

**Bergen's Place Youth Shelter** – 3, male.

**Shelter Plus** – 7 total, 5 male and 2 female

The BCDFG reported the Basic Center Grant was awarded to the division and the transitional living grant was awarded. RSAP will be holding their annual conference on November 30, 2022.

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children's Aid and Family Services** – LifeSkills finished the first marking period and started the second marking period. The Seeds of Change Conference was held on October 21<sup>st</sup> and was a success with 149 engaged fully engaged youth participating. The focus was LGBTQ plus topics that really focused on advocacy and action planning. There were 25 high schools represented throughout the county, so there was a good cross section. EPIC has eight new members in Lodi. Both Lodi and Englewood participated in Red Ribbon week.

**Probation** – wrapping up the 2022 year. The Parent Orientation Program (POP) had eight parents attend representing 6 youth. There is a speaker session on November 7<sup>th</sup> on Mindfulness. The youth will receive a gratitude journal and pen set. November 15<sup>th</sup> will be the last paint session for the year. The program purchased incentives for the youth such as bike locks, phone chargers, etc.

**Big Brothers Big Sisters** – There were a couple of community-based matches last month. The BMW program began last month. There are 14 mentees currently and a few pending. They met on October 25<sup>th</sup> and did some icebreaker activities so that they could get to know each other. The Bigs in Blue program starts this in mid-November.

**TMR Mental Health Care** – no report

**NJ Juvenile Justice Commission (JJC)** – One Bergen County juvenile is in a JJC secure facility.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

**Announcements** – Shelby Klein announced the Bergen County Division of Mental Health and Addiction Services continues to offer mental health first aid, youth mental health first aid, consultation for teen mental health first aid, talk saves lives suicide prevention training, and question, persuade and refer suicide prevention training to any community or stakeholder for free at this point in time. Feel free to reach out to the office if there is interest.

Robin Wanner announced the 9th Annual Tree of Addiction Conference.

The next BCYSC meeting will be Tuesday, December 6, 2022.

A motion by Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**December 6, 2022**

**Members:** Nick Montello; Janice Conti (designee for Nicole Jaccoi); Liana Dinallo; Harry Lisa (designee for Tammy Molinelli); Linda Spiegel; Melissa DeBartolo; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Meredith Kunz (designee for Mark Musella); Mitchell Badiner (designee for Howard Lerner); Matt Stanislao (designee for Russell Reed); Silvia Pascarella; Adiyah Washington

**Staff:** Jamie Ziegelhofer; Laurie Bianchi, Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag, Robin Wanner, Children's Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Patty Rafferty, CASA; Shelisa Foster, Bergen's Promise; Michele Hart-Loughlin, CBH Care; John Cutitto, Bergen County Division of Family Guidance; Dana Czachorowska, Care Plus; Martha Grant, Bergen County Prosecutor's Office, Valery Sanchez, TMR; Rhona Vega, Parent Matterz; Haley Contino, Bergen County Health Department; Ryan Pruitt, Dwight Morrow High School

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Harry Lisa called the Membership Meeting to order.

A motion by Janice Conti, seconded by Linda Spiegel, *to approve the BCYSC November 1, 2022 Membership Meeting Minutes, was carried. Nick Montello abstained.*

**Superior Court of NJ** – no report

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported all cases are now in person.

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz spoke about how the impact of in person should be positive for the youth and their families.

**NJ Office of the Public Defender-Juvenile/Bergen** – no report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer reported the 2023 Plan Update and application corrections were submitted and we are awaiting approval. The proposed 2023 meeting schedule was presented. A motion by Harry Lisa, seconded by Liana Dinallo, *to approve the proposed 2023 meeting schedule, was carried.*

A discussion was held regarding the 2023 BCYSC youth and stakeholder surveys. Feedback was requested. The updated regulations are still pending.

Adiyah Washington presented the 2023 Allocations report. A Request for Proposal (RFP) was issued for Priority Services identified in the 2021-2023 Bergen County Comprehensive Youth Services Plan. A total of approximately \$177,000 is available for the period January 1, 2023 to December 31, 2023. Two (2) agencies submitted two (2) proposals totaling \$35,128.00

The YSC Allocations Committee, all of whom were devoid of conflict of interest, met on November 29, 2022 and December 2, 2022. They thoroughly reviewed and scored the proposals based on the weighted criteria included in the RFP.

The recommended allocation plan includes:

- Two (2) proposals scored an average of 95.
  - The following proposals are recommended for funding for the requested amounts:
    - Big Brothers Big Sisters / One to One Youth Mentoring - \$25,000 (This is in addition to the previously approved amount of \$30,000. Total funding: \$55,000)
    - Teaneck Public School / PASS Partnership - \$62,376 (This is in lieu of the previously approved amount of \$52,248)

A Request for Proposal (RFP) has been issued for the remaining approximately \$142,000.

A motion by Adiyah Washington, seconded by Harry Lisa, *to approve the 2023 allocation report and recommendations, was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Melissa DeBartolo – yes; Janice Conti – abstain; Anne Giacobbe – abstain; Harry Lisa – yes; Nick Montello – abstain; Liana Dinallo – yes; Silvia Pascarella – yes; Matt Stanislao – yes; Linda Spiegel – yes; Adiyah Washington – yes (8 yes, 3 abstain).**

#### **Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** – 18 evaluations, 6 male and 3 female. The parent groups are running. PAVE – 3 youth and BIPAS – 4 youth.

**BCDFG Alternatives to Detention (ATD)** – 16 youth in the program, 3 BEM (Bilateral Electronic Monitoring)

**BCDFG Positive Strides** – 1 intake

**BCDFG Psychological Evaluations** – 4 evaluations

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – The conference held at 2 Bergen County Plaza was a success. 15 intakes this month.

**BCDFG Using Technology Responsibly (UTR)** – 4 intakes

**BCDFG – Visions** – 6 male and 1 female.

**Juvenile Detention Center** – Currently holding 6 male juveniles, all from Bergen County.

**Bergen’s Place Youth Shelter** – 3 male.

**Shelter Plus** – 7 total, 5 male and 2 female.

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children's Aid and Family Services** – LifeSkills finishing the second marking period; Hackensack, Rochelle Park, and Teaneck.

**Probation** – The programs are done for 2022. The program purchased incentives for the youth such as bike locks, phone chargers, etc.

**Big Brothers Big Sisters** – The programs are going well. Bigs in Blue met twice and the program held at BMW's office building is going well.

**TMR Mental Health Care** – 12 youth and the program is finishing strong.

**NJ Juvenile Justice Commission (JJC)** – there was a celebration for 20 youth who graduated high school. 4 youth completed a carpentry class through Mercer County School, 4 youth completed a fork lift class. There is currently one youth from Bergen County in a secure facility.

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – none

**Announcements** – none

The next BCYSC meeting will be Wednesday, January 4, 2023.

A motion by Adiyah Washington, seconded by Meredith Kunz, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator



**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**  
Membership Meeting (Virtual)  
**February 7, 2023**

**Members:** Kristen Ambrosio (designee for Nick Montello); Janice Conti (designee for Nicole Jaccoi); Judge Magali Francois (designee for Judge Melchionne); Liana Dinallo; Harry Lisa (designee for Tammy Molinelli); Linda Spiegel; Melissa DeBartolo; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Meredith Kunz (designee for Mark Musella); Silvia Pascarella; Adiyah Washington; Haley Contino (designee for Shelby Klein); Rosemarie Lobretto; Jorge Sandoval; Marie LaTesta (designee for Louis DeLisio); Kleidon Ndreu

**Staff:** Jamie Ziegelhofer; Laurie Bianchi, Robert Sibi, Venus Nelson

**Ex-Officio:** Kyle Sheehan; Kristen Williams

**Resource:** Stephanie Drag, Robin Wanner, Children’s Aid and Family Services; Rachel Kinne, Big Brothers Big Sisters; Shelisa Foster, Bergen’s Promise; Michele Hart-Loughlin, CBH Care; John Cutitto, Bergen County Division of Family Guidance; Dana Czachorowska, Care Plus; Tasia Milicevic, TMR; Rhona Vega, Parent Matterz; Mary Davey, West Bergen Mental Healthcare; Madeleine Doubet, YWCA; Stephanie Santiago, Zineniac; Darshell Dubose-Stone, D.S. Education Alliance, LLC

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Harry Lisa called the Membership Meeting to order.

A motion by Janice Conti, seconded by Kleidon Ndreu, *to approve the BCYSC December 6, 2022, Membership Meeting Minutes was carried.*

**Superior Court of NJ** – Judge Francois reported a rise in gun charges and gun possessions among Bergen County youth as well as an increase in female offenders and some issues with school. The charges are getting more serious. Parents are struggling to help and control their child’s behavior.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported the number of cases are on the rise and reiterated what the Judge reported.

**Bergen County Prosecutor’s Office/Juvenile** – Meredith Kunz reported 62 formal complaints submitted 39 went to the formal calendar, 9 went out of county and 14 went to ISC or informal. The cases coming in are serious and/or repeat offenders. The uptick in gun offenses are also happening in the adult court as well. There has been a large number of school threats. The number of female offenders has increased and the crimes are violent.

**NJ Office of the Public Defender-Juvenile/Bergen** – No Report

A made a motion by Kristen Ambrosio, seconded by Janice Conti, *to approve 2023 slate of officers, was carried.*

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Adiyah Washington presented the updated 2023 Allocations report.

A Second Request for Proposal (RFP) was issued for Priority Services identified in the 2021-2023 Bergen County Comprehensive Youth Services Plan. A total of approximately \$150,000 is available for the period January 1, 2023 to December 31, 2023. One (1) agencies submitted one (1) proposal totaling \$35,000.00

The YSC Allocations Committee, all of whom were devoid of conflict of interest, met on January 4, 2023 and January 13, 2023. They thoroughly reviewed and scored the proposal based on the weighted criteria included in the RFP.

The recommended allocation plan includes:

- One (1) proposals scored an average of 91.5
  - The following proposal is recommend for funding for the requested amount:
    - YWCA Northern New Jersey/Junior Jump Start for Bergen County Youth - \$35,000

A Request for Proposal (RFP) has been issued for the remaining approximately \$107,000.

A motion by Adiyah Washington, seconded by Harry Lisa, *to approve the 2023 allocation report and recommendations, was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Melissa DeBartolo – yes; Haley Contino – yes; Janice Conti –abstain; Rosemarie Lobretto – yes; Anne Giacobbe – not present for vote; Judge Francois – yes; Harry Lisa – yes; Kristen Ambrosio – yes; Liana Dinallo – yes; Silvia Pascarella – yes; Jorge Sandoval – yes; Linda Spiegel – yes; Adiyah Washington – yes; Marie LaTesta – yes; Kleidon Ndreu – yes (14 yes, 1 abstain).**

Jamie Ziegelhofer reported the 2023 Plan Update was approved by the State. All approved program contracts are in JAMS. The second RFP was just approved by the BCYSC and will be submitted to the State for approval. The third RFP is due February 14, 2023. The purchase order for survey monkey was approved. Once the account is upgraded the survey will be entered and we will start distributing it accordingly. The 2024-2026 Plan timeline was presented. A motion by Harry Lisa, seconded by Jorge Sandoval, *to approve the 2024-2026 Plan timeline, was carried.*

The 2022 Program Results report was reviewed. A motion by Harry Lisa, seconded by Adiyah Washington, *to approve 2022 Program Results report to include in the data used for the 2024-2026 Comprehensive Plan, was carried.*

The 2023 standing subcommittees have not changed. It was announced to contact Jamie Ziegelhofer if anybody would like to change and/or be added to a subcommittee. A subcommittee to plan the first BCYSC Conference needs to be formed. Kristen Ambrosio, Melissa DeBartolo, and Robin Wanner volunteered to be on the subcommittee. Any interested members can email Jamie Ziegelhofer to be added. A meeting will be set to soon to begin the planning process.

### **Program Updates:**

**Bergen County Division of Family Guidance (BCDFG) Adolescent Substance Abuse Program (ASAP)** - 16 assessments, 4 female, 3 male in treatment program

**BCDFG Alternatives to Detention (ATD)** – 22 youth, 6 BEM, 1 Phone monitoring, 15 non BEM or phone

Kristen Ambrosio discussed the increased amount of truancy and the complex reasons such as school avoidance and mental health concerns. This topic can be further explored in the workgroups.

**BCDFG Using Technology Responsibly (UTR)** – 4 youth in January

**BCDFG Psychological Evaluations** – 8 referrals in January. They are seeing a rise in need for evaluations.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 12 referrals in January and February is busy as well. 50 municipalities to date with seven municipalities utilizing the program this month. Harrington Park utilized the program for the first time.

**BCDFG Positive Strides** – 5 referrals in January

**BCDFG – Visions** – 7 youth

**Juvenile Detention Center** – 10 youth, all male, 8 from Bergen County and 2 from Hudson County

**Bergen’s Place Youth Shelter** – 8 youth

**Shelter Plus** – 8 youth

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children’s Aid and Family Services** – LST is continuing in the third marking period in Hackensack, Rochelle Park, and Teaneck. Epic currently has 11 youth in Lodi. Englewood is struggling a little bit. They will increase their presence and activities in the High School.

**Probation** – Parent orientation program is being held on February 28, 2023. The next life skills topic are vision boards and the program is currently in need of old magazines for the project.

**Big Brothers Big Sisters** – Bigs in blue met yesterday and held a self- defense class. BMW had a mindfulness day this week and a career day the week before including mock interviews and resumes.

**TMR Mental Health Care** – 5 youth in the program

**NJ Juvenile Justice Commission (JJC)** – 1 youth from Bergen County

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – none

**New Business** – none

**Announcements** – Kristen Ambrosio announced a new program funded by Bergen’s Promise and the State. It is a no cost grief and loss program for 7- 17-year-olds through AFT and there is currently no wait. More information will be sent out when available.

Stephanie Santiago introduced herself as the owner of ZINEniac, a STEAM after school enrichment program. More information will be sent out when available.

Harry Lisa reminded everybody program reviews will be starting in the next few months. He said it was a great way to learn about the funded programs. He also thanked everybody for allowing him to continue as Chair.

The next BCYSC meeting will be Tuesday, March 7, 2023.

A motion by Adiyah Washington motion, seconded by Melissa DeBartolo, *to adjourn the BCYSC Membership Meeting, was carried.*

Submitted by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

March 7, 2023

**Members:** Richard Nunes (designee for April Petersen); Meredith Kunz (designee for Mark Musella); Melissa DeBartolo; Shelby Klein; Janice Conti (designee for Nicole Jaccoi); Mitchell Badiner (designee for Dr. Howard Lerner); Rosemarie Lobretto; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Liana Dinallo; Matt Stanislao (designee for Gerald Powers); Jorge Sandoval; Linda Spiegel; Adiyah Washington; Marie LaTesta (designee for Louis DeLisio)

**Staff:** Jamie Ziegelhofer; Laurie Bianchi, Robert Sibi, Venus Nelson

**Ex-Officio:** Kyle Sheehan

**Resource:** Robin Wanner and Jo Ponticello, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters; Cynthia Castenda, Bergen's Promise; Michele Hart-Loughlin, CBH Care; Tasia Milicevic, TMR; Rhona Vega, Parent Matterz; Mary Davey, West Bergen Mental Healthcare; Madeleine Doubet, YWCA; Sharon Barth, CASA; Marcia Hartkopp, Superior Court of NJ; Marisa Heluk, ADV; Jillian Carbine, CAFS intern

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Harry Lisa called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Meredith Kunz, *to approve the BCYSC February 7, 2023, Membership Meeting Minutes was carried.*

**Superior Court of NJ** – Judge Francois reported she met with Jamie Ziegelhofer, Kyle Sheehan, and Jo Ponticello, who provided the court with information on bed availability and programming. She also reported a rise in juvenile cases especially gun charges and repeat offenders. The caseloads have doubled since last year. The courts are struggling because they are down Judges from 11 to 5 Juvenile cases, domestic violence, and child abuse and neglect cases are the priority.

Harry Lisa asked if the court was seeing a new drug called Trank. Judge Francois said no. Jo Ponticello said it was an animal tranquilizer. Shelby Klein said the name is xylazine and it causes skin ulcers and other medical concerns. A big concern is when mixed with other substances Narcan is not effective. It is slowly starting to appear in Camden.

A discussion was held regarding youth live streaming and recording crimes for social media. The Juvenile officers, probation as well as the Judge are seeing this trend.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported the number of cases is on the rise, currently no new appointments for Bergen County and reiterated what the Judge reported. She also reported, there was a case processing subcommittee meeting on February 16<sup>th</sup>, 2023, and requested participation from the public defender's office for the next meeting on May 11, 2023, at 2:30pm.

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported a sharp uptick in cases, which was discussed in the case processing subcommittee meeting. There were approximately 60 cases with 30 ending up on the formal calendar in January. In February 16 cases made it to the formal calendar. A lot of the new complaints are repeat offenders with youth picking up new charges while other charges are pending. She would like to see more of the less serious cases resolved and is hoping to work with the public defender to do so. There was also a discussion regarding the perception that marijuana usage is not an issue among youth and also in inappropriate places such as probation and

the court. She also discussed the social media issues and would like to see advocacy to hold the social media platforms responsible to posting these types of videos and challenges that are crimes and lead to crimes.

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes echoed the same sentiments as the Judge, Liana Dinallo, and Meredith Kunz. In the year he has been in juvenile he sees a trend of increased number of cases and an increase in the seriousness of offenses. He stated he agrees with the need for residential beds of all different types. He reminded everybody he is the only Juvenile Public Defender for Bergen County. He would like to work to link more youth with services predisposition. He stated in regards to moving cases forward, he will continue the cooperation between the public defender’s office and the prosecutor’s office to make that happen.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer reported the second RFP from the 2023 Plan Update was approved by the State, the resolution is pending with county commissioners. Four proposals came in on February 14<sup>th</sup> for the 3<sup>rd</sup> RFP.

Adiyah Washington presented the 2023 allocation report for approval.

A Third Request for Proposal (RFP) was issued for Priority Services identified in the 2021-2023 Bergen County Comprehensive Youth Services Plan. A total of \$106,754 was available for the period January 1, 2023 to December 31, 2023. Four (4) agencies submitted four (4) proposal totaling \$315,487.00

The YSC Allocations Committee, all of whom were devoid of conflict of interest, met on February 16, 2023, February 23, 2023, February 27, 2023, and March 2, 2023. They thoroughly reviewed and scored the proposal based on the weighted criteria included in the RFP.

The recommended allocation plan includes:

- Two (2) proposals scored above 90.
  - The following two (2) proposals are recommended for funding as follows:
    - TMR Mental Health Care PC, Mindset for success – learning to work program \$79,847
    - County of Bergen Division of Family Guidance, Culinary Arts for Teens program \$26,907
- Two (2) proposals scored below 90 and are not recommended for funding at this time:
  - YWCA Northern NJ - Summer/After School Program for Bergen Youth
  - D. S. Education Alliance, LLC

A motion by Adiyah Washington, seconded by Rosemarie Lobretto, *to approve the 2023 allocation report and recommendations as presented, was carried.*

**A roll call vote to approve: Richard Nunes – yes; Meredith Kunz – yes; Melissa DeBartolo – abstain; Shelby Klein- yes; Janice Conti –abstain; Mitchell Badiner – not present for the vote; Rosemarie Lobretto – yes; Anne Giacobbe – not present for vote; Judge Francois – not present for vote; Harry Lisa – yes; Liana Dinallo – yes; Matt Stanislao – abstain; Jorge Sandoval – abstain; Linda Spiegel – yes; Adiyah Washington – yes; Marie LaTesta – yes; (9 yes, 4 abstain, 3 not present for the vote).**

Adiyilah Washington presented a budget modification for BCDFG ASAP. The BCYSC Allocation Subcommittee met on 2/16 and is recommending the following budget modification for approval:

**Budget Category: Personnel**

- Reduce the salary dollars allocated to the currently vacant staff position by \$8,347. Reallocate this amount to the three active grant funded staff. The reallocated amount would cover some of the cost of the 2023 contractual salary increases.

**Budget Categories: Specific Assistance to Clients and Miscellaneous:**

- Reallocate \$400 from Specific Assistance to Miscellaneous to offset the rising cost of supplying a meal to the ASAP clients participating in group programming.

The above reallocations do not impact the total ASAP approved budget of \$167,353.

A motion by Adiyilah Washington, seconded by Rosemarie Lobretto, *to approve the BCDFG ASAP Budget Modifications, was carried.*

**A roll call vote to approve: Richard Nunes – abstain; Meredith Kunz – yes; Melissa DeBartolo – abstain; Shelby Klein- yes; Janice Conti –abstain; Mitchell Badiner – not present for the vote; Rosemarie Lobretto – yes; Anne Giacobbe – not present for vote; Judge Francois – not present for vote; Harry Lisa – yes; Liana Dinallo – yes; Matt Stanislao – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Adiyilah Washington – yes; Marie LaTesta – yes; (9 yes, 4 abstain, 3 not present for the vote).**

Jamie Ziegelhofer reported the work has begun on the 2024-2026 Comprehensive Plan and Application. Data is starting to be collected and focus groups are being scheduled. Planning workgroups will be scheduled in a few months. If anybody has any requests or would like to be part of a different workgroup they can reach out to Jamie Ziegelhofer. The survey monkey account is now active and the survey is going to start soon. Any feedback is appreciated. A few other counties provided their survey formats and focus group questions and we will try to incorporate them as appropriate. Also, we may do a focus group in April with the JOA. The updated regulations that govern the YSC are still pending. Once the regulations are posted the bylaws will need to be updated in accordance with the changes. The BCYSC conference will be meeting soon to start the planning process. If anybody is still interested in joining that subcommittee they can contact Jamie Ziegelhofer. The ACYSCA is looking to partner with the NJJDA for conference in September. There will be more information given when plans are finalized such as topics and speakers. The State will be offering another grant writing seminar in April. Details will be emailed when available. Program reviews and site visits will begin next month. We will need members to attend and the schedule will be sent out once finalized.

**Program Updates:**

**BCDFG Using Technology Responsibly (UTR)** – 2 youth in February.

**BCDFG Psychological Evaluations** – 9 referrals in February.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 50 Municipalities are participating. 28 referrals 17 Municipalities in February.

**BCDFG Positive Strides** – 4 referrals in February

**BCDFG Adolescent Substance Abuse Program (ASAP)** - 15 assessments, 6 in the male group, 2 in the female group. 2 graduated from the program. 1 youth in PAVE and 7 youth in BIPAS.

**Bergen's Place Youth Shelter** – 8 males

**Visions** – 7 youth, 5 males and 2 females.

**Shelter Plus** – 7 youth, 5 males and 2 females.

**Juvenile Detention Center** – 12 youth, all male, 9 from Bergen County and 3 from other counties

**BCDFG Alternatives to Detention (ATD)** – 2 males on BEM, 16 males and 1 female on regular ATD.

**Children's Aid and Family Services** – LST – the third marking period is closing and the fourth marking period will begin in April. EPIC has 11 8<sup>th</sup> graders from Lodi. Englewood had a successful vision board event. The youth conference will be held on 12/1/2023 and the topic is leadership. More details to follow.

**Center for Modern Dance Education** – no report

**Teaneck Public Schools** – Javalda Powell reported Benjamin Franklin Middle School is hosting an Empowerment Day March 24<sup>th</sup>, 2023. There will be workshops and assemblies throughout the morning. They are currently looking for workshop facilitators.

**Probation** –parent orientation program was held on February 28, 2023. It was successful. The next life skills topic are vision boards and the program is currently in need of old magazines for the project. The site visit will potentially be on April 4<sup>th</sup> during the vision board project.

**Big Brothers Big Sisters** –Bigs in blue and BMW programs are running great. There was 1 new Match in January and none in February.

**TMR Mental Health Care** – 10 youth are in the program, they will be connecting with probation to present the program to the probation officers. The program is seeing a lot of younger youth.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported 5 youth completed their OSHA Certification at Mercer College, 2 Youth received their diploma, 2 youth received their drivers permit, there are no Bergen County youth in State placements. There will be a tour of the Juvenile Detention Center on March 29<sup>th</sup>.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – none



**New Business** – A discussion was held regarding the CMO and youth in the juvenile justice system and the many contributing factors of what is being seen among the youth such as repeat offenses, long waits for placement, etc. Jamie Ziegelhofer will discuss reigniting the MDT with Liana moving forward in hopes of resolving some of the issues discussed.

**Announcements** – Rosemarie Lobretto Announces she has retired as the Executive Director of Family Support after 20 Years. Karen Stack will represent FSO going forward. She will remain as a member of the BCYSC.

Shelby Klein announced Bergen County Division of Mental Health and Addiction Services is hosting a Stigma Free Symposium on May 3, 2023. Information will be distributed.

Melissa DeBartolo announced Bergen County Commission on the Status of women is hosting a Women’s History Month Celebration on March 16, 2023, from 5:30pm at One Bergen County Plaza in the Commissioners’ public meeting room.

Harry Lisa reminded everybody program reviews will be starting in the next few months. He said it was a great way to learn about the funded programs.

The next BCYSC meeting will be Tuesday, April 4<sup>th</sup>, 2023.

A motion by Shelby Klein, seconded by Mitch Badiner, *to adjourn the BCYSC Membership Meeting, was carried.*

Submitted by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**April 4, 2023**

**Members:** Richard Nunes (designee for April Petersen); Meredith Kunz (designee for Mark Musella); Melissa DeBartolo; Janice Conti (designee for Nicole Jaccoi); Rosemarie Lobretto; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Harry Lisa (designee for Tammy Molinelli); Nick Montello; Marcia Hartkopp (designee for Liana Dinallo); Silva Pascarella; Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III);

**Staff:** Jamie Ziegelhofer; Robert Sibi, Venus Nelson

**Ex-Officio:** Kyle Sheehan

**Resource:** Nick Campestre, Teaneck Public Schools; Stephanie Drag, Robin Wanner and Jo Ponticello, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters; Michele Hart-Loughlin, CBH Care; Tasia Milicevic, TMR; Rhona Vega, Parent Matterz; Mary Davey, West Bergen Mental Healthcare; Patty Rafferty, CASA; Michelle McGovern, Sage Alliance; Kristen Ambrosio and John Cutitto, Bergen County Division of Family Guidance; Dana Czachorowska, Care Plus; Cynthia Castenda, Bergen's Promise

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Harry Lisa called the Membership Meeting to order.

A motion by Meredith Kunz, seconded by Rosemarie Lobretto, *to approve the BCYSC March 7, 2023, Membership Meeting Minutes was carried.* Nick Montello Abstained

**Superior Court of NJ** – No Report

**Superior Court of NJ–Family (Juvenile)** – No Report

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported a small slowdown in numbers, but a rise in sexual offense cases especially among younger youth that cannot result in charges. A common thread in the cases are the youth are young with access to pornography. They are acting out with siblings and peers. The younger cases usually have DCP&P involvement and receive services through the division. We do not want to charge youth in order for them to receive necessary services. Another issue is releasing youth that are from out of county or out of state especially when scoring for a bracelet as well as having parents of youth (in County or out) refusing to take custody of their children. Meredith and Kristen are working together to solve these problems. Anne Giacobbe said she would be open to a discussion. Jamie Ziegelhofer also offered to have a discussion regarding ATD in other counties so we can come to a solution. There was also a discussion and agreement to explore existing services and needs regarding services for the younger youth committing sex offenses.

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes echoed the same sentiments as Meredith Kunz and added his concerns are a few prosecutors are moving forward with Megan's Law as a response on sexual cases. Many of these cases are not a Megan's Law case and the kids need help and services. The court is very busy now. There is an extreme need for the kids to be embedded in services prior to hearing the case. He stated in his opinion there is a rise in probation violations and there should be more programs pre and post disposition.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer reported 2023 Plan Update everything was approved by the State and the resolution is pending with the county commissioners for April 19th. Once approved, the new programs will be

able to move forward: BCDFG Culinary Arts, TMR Mindset for success, and YWCA Junior Jumpstart. It is the end of the 1<sup>st</sup> quarter so we are going to begin to receive the quarterly fiscal and narrative reports. We are also starting monitoring. We are doing it like last year with formal monitorings, which will require two voting members and site visits. We will be conducting youth and staff interviews and file reviews on site when possible. April 10<sup>th</sup> is the first virtual formal monitoring of BCDFG ATD. We will need two voting members to attend. Please email Jamie if you are able to attend and an email will follow. BCDFG UTR was changed from May 4<sup>th</sup> to May 12<sup>th</sup> at 1:00pm and BBBS will be May 18<sup>th</sup> at 10:00am. The list will be emailed after the meeting. The formal monitorings consist of a PowerPoint presentation, questions and answers and a quick overview of the tool. The 2024-2026 Comprehensive Plan and Application is due out this month. We are waiting for the Notice of Available Funds (NOAF) to be leased by the state and once that is out, we can start our planning meetings, focus groups and surveys. Jamie is planning on a focus group with our Juvenile Officers Association. We were able to identify a need for two different programs in previous year. In the meantime, we have been collecting data. Jamie reached out to my counterparts in other counties and collected youth and stakeholder surveys. We are working to improve and release our surveys soon, possibly the end of the month. We are still waiting for the updated regulations. Once we receive them, we will review them and make the necessary changes to the bylaws. Jamie met with Liana Dinallo to discuss reconvening the MDT. We discussed possible have co-conveners and she also reached out to BCDFG to discuss a partnership. The 2023 BCYSC Conference will have a planning meeting soon. Some swag was ordered for the conference as well as outreach events that will be taking place soon. Jamie also thanked Jorge Sandoval and Dr. Montello for giving a tour of the JDC to State and County employees.

#### **Program Updates:44:04**

**BCDFG Alternatives to Detention (ATD)** – 22 Youth, 11 BEM, no phone monitoring

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 7 youth (5 males 2 females), 13 assessments in March, 4 BIPAS sessions ran during March

**BCDFG Psychological Evaluations** – 6 evaluations, 5 in community, 1 in JDC

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals

**BCDFG Positive Strides** – 3 referrals

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 18 referrals from 9 municipalities. Currently Serving 54 municipalities in total, 2 new this month are Demarest and Woodcliff Lake

**Bergen's Place Youth Shelter** – 8 Youth, 7 males and 1 female

**Visions** – 7 youth, 5 males and 2 females

**Shelter Plus** – 7 youth, 5 males and 2 females

**Juvenile Detention Center** – 9 male youth, 7 from Bergen County and 2 from other counties

**Teaneck Public Schools** – 19 students enrolled, 9 MS and 10 HS

**Center for Modern Dance Education** – No report

**Children's Aid and Family Services** – LST program moving into the 4<sup>th</sup> marking period. They are starting to schedule 7 Habits, which typically runs in the summer. Lodi and Englewood EPIC participated in activities such as a locker slam and a table event signing a pledge not to use substances. It is alcohol awareness month and they are holding a game night on 4/20.

**Probation** –The site visit will be this evening. The kids will be working on vision boards. Parent orientation is scheduled for 5/16 and painting with a purpose for June 20<sup>th</sup>. Janice also reported a staffing change. As if 5/6 Claudia Rudolph will no longer be in juvenile. She was promoted to the Quality Assurance office.

**Big Brothers Big Sisters** – One youth was matched residing in Teaneck. The site-based programs are going well.

**TMR Mental Health Care** – 12 youth currently enrolled, At the end of the 1<sup>st</sup> Quarter TMR provided 160 sessions and 10 evaluations. There are many younger referrals. Youth are presented with self-harm, suicidal ideation, and there has been a lot of bullying situations.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported 1 youth from Bergen in JJC facilities. Kyle also reiterated appreciation for the JDC tour.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – None

**New Business** – Rosemarie Lobretto announced the Family Support Organization will resume in-person support groups. There will be one tomorrow at 7:00pm in Fairlawn with childcare provided.

**Announcements** – Harry Lisa reminded everybody to join program reviews, as they are a great way to learn about the funded programs; the signup sheet will be sent out via Jamie Ziegelhofer.

The next BCYSC meeting will be Tuesday, May 2, 2023.

A motion by Nick Montello, seconded by Rosemarie Lobretto, *to adjourn the BCYSC Membership Meeting, was carried.*

Submitted by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

May 5, 2023

**Members:** Richard Nunes (designee for April Petersen); Meredith Kunz (designee for Mark Musella); Melissa DeBartolo; Haley Contino (designee for Shelby Klein); Janice Conti (designee for Nicole Jaccoi); Rosemarie Lobretto; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); John Cuttito (designee for Dr. Nick Montello); Marcia Hartkopp (designee for Liana Dinallo); Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Adiyah Washington

**Staff:** Jamie Ziegelhofer; Robert Sibi, Venus Nelson

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag and Robin Wanner, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters; Mary Davey, West Bergen Mental Healthcare; Sharon Barth, CASA; Dana Czachorowska, Care Plus; Madeleine Doubet; Darshell DuBose-Stone

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Harry Lisa called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Meredith Kunz, *to approve the BCYSC April 4, 2023, Membership Meeting Minutes was carried.*

**Superior Court of NJ** – Judge Francois reported Judge Catuogno is the new assignment Judge. There are only six Judges in the family division. Judge Mecca will be the new presiding Judge for family when Judge Melchionne retires. Caseloads continue to rise as well as the seriousness of the offenses.

**Superior Court of NJ–Family (Juvenile)** – No Report

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported they still have a very large caseload with very serious offenses. April was a slower month with 22 formal complaints, a large number were able to be stationhoused, 10 were transferred out of county, and only 8 were added to the docket. The new policy at the Garden State Plaza requiring juveniles to have chaperones is going well. However, it is a new policy and they will be monitoring it. They are still working on protocol regarding incidents when parents refuse to pick up children after being released.

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes reported they currently have big calendar and long days, but very productive. He spoke about a new process in place on getting electronic discovery.

### **BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer reported the 2023 Plan Update is fully approved and the three new programs will be launching soon. We have been very busy with the site visits and formal monitorings. We still need members for the remaining reviews.

Adiyah Washington presented the following: The BCYSC Allocations Committee met on Friday, April 28<sup>th</sup> and reviewed the completed site visit summaries and the following budget modifications, which are being recommended for approval:

#### **ATD budget modification:**

A. Personnel:

Current 2023 budget has \$10,821 allocated to salary

Proposed revised budget would allocate \$11,395 to Rachel's salary to cover contractual cost of living increase. (The current ATD budget is based on a rate of 26.0124 per hour (\$10,821 per year). In 2023, Rachel's rate is 27.3918 (\$11,394 per year). The 5.3% or \$573 increase is explained by the cumulative contractual COLA increase covering 2021, 2022 and 2023 which went into effect 1/1/2023.)

**B. Consultant**

Current 2023 budget allocates \$3,000 and proposed revised budget would allocate \$5,250. The increased funding would cover the costs of:

8 hours of music education per month (\$30/hr)

4 hours of martial arts education per month (\$45/hr)

4-5 contingency consultant hours (@\$45/hr) for the year in the event additional consultant time is needed to support the program due to unplanned consultant absence.

**C. Materials and Supplies**

Current 2023 budget allocates: \$1,440 for the three cellular phones assigned to ATD. Proposed revised budget allocates \$1,650 to cover costs for upgrading to most current cellular smart phones (phones, cases).

**F. Miscellaneous: Bus passes, supplies**

Current 2023 budget: \$3,178

Proposed revision: \$144 – based on the historical use of this line, this reduction is believed warranted.

The overall grant budget amount of \$66,771 is unchanged.

**UTR budget modification:**

**A. Personnel**

Current 2023 allocations and proposed revised allocations

Staff: \$7,035 / \$3,742 – reduction due to staff lowering of weekly grant hours from 4 hrs/wk to 2 hrs/wk

New Hire: ----- / \$4,680 – reflects actual hourly rate for staff occupying as impacted by 2023 implemented labor contract

New Hire: ----- / \$2,670 – reflects actual hourly rate for staff occupying as impacted by 2023 implemented labor contract

New Hire: ----- / \$4,125 – reflects actual hourly rate for staff occupying as impacted by 2023 implemented labor contract

Staff: \$7,012 / \$7,013

Vacant: \$12,966

The overall grant budget amount of \$44,893 is unchanged.

**Positive Strides budget modification:**

**A. Personnel**

Current 2023 allocations and proposed revised allocations

Staff: \$4,500 / \$4,396 – reduction due to change in staff member status from full time to per diem

Staff: \$3,900 / \$4,222 – increase due to contractual cost of living adjustment

New Hire: \$4,605 / \$4,507 – reduction due to hourly rate difference from original budget

New Hire: \$4,605 / \$4,005 – reduction due to hourly rate difference from original budget

Vacant: \$5,086

The overall grant budget amount of \$34,016 is unchanged.

**RSAP budget modification:**

A. Personnel

Current salary allocations and proposed revised allocations:

Staff \$35,000 / \$37,773 – increase is due to contractual cost of living adjustments

New Hire \$26,880 / \$24,107 – decrease is based on position being filled at a lower hourly rate than budgeted

The overall grant budget amount of \$87,952 is unchanged.

A motion by Adiyah Washington, seconded by Rosemarie Lobretto, *to approve the 2023 BCDFG ATD budget modification as presented was carried.*

**A roll call vote to approve: Richard Nunez – yes; Meredith Kunz – yes; Melissa DeBartolo – abstain; Haley Contino – yes; Janice Conti – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – abstain; Judge Magali Francois – yes; Harry Lisa – yes; John Cutitto – abstain; Marcia Hartkopp – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Jared Lautz – abstain; Adiyah Washington – yes; (9 yes, 6 abstain).**

A motion by Adiyah Washington, seconded by Harry Lisa, *to approve the 2023 BCDFG UTR, Positive Strides, and RSAP budget modification as presented was carried.*

**A roll call vote to approve: Richard Nunez – yes; Meredith Kunz – yes; Melissa DeBartolo – abstain; Haley Contino – yes; Janice Conti – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – abstain; Judge Magali Francois – yes; Harry Lisa – yes; John Cutitto – abstain; Marcia Hartkopp – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Jared Lautz – abstain; Adiyah Washington – yes; (9 yes, 6 abstain).**

Adiyah Washington reminded agencies to plan accordingly and request budget modifications when necessary if they will be unspent in particular when it comes to staffing issues.

Jamie Ziegelhofer presented four site visit summaries: Superior Court Probation Youth and Family Engagement Programs, BCDFG ATD, Teaneck Public Schools PASS Partnership, and CMDE Moving into Knowledge.

A motion by Rosemarie Lobretto, seconded by Harry Lisa, *to approve the Superior Court Probation Youth and Family Engagement Programs, BCDFG ATD, Teaneck Public Schools PASS Partnership, and CMDE Moving into Knowledge site visit summaries as presented was carried.* Melissa DeBartolo, Jorge Sandoval, and John Cuttito abstained.

The 2024-2026 comprehensive plan has not been released yet. The updated regulations are also still pending release. Once released the bylaws subcommittee will meet. The Stakeholder survey has been updated and will be ready to share soon. The administrator attended the World of Resources event and collected approximately 40 surveys from various stakeholders. The focus groups are still pending. If anybody has any local data that they would like to submit to possibly be included in the Plan they can email it to Jamie Ziegelhofer. The MDT is tentatively scheduled for May 25<sup>th</sup>. The BCYSC conference subcommittee will possibly meet next month to plan.

**Program Updates:**

**BCDFG Alternatives to Detention (ATD)** – 12 Youth, 8 BEM

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 15 youth in the program, 7 assessment referrals this month. The treatment groups and BIPAS groups are up and running.

**BCDFG Psychological Evaluations** – 4 referrals

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals

**BCDFG Positive Strides** – 4 referrals

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** –55 police departments participating and 18 new referrals this month.

**Bergen's Place Youth Shelter** – 3 Youth, 2 males and 1 female

**Culinary Arts** – the program is scheduled to begin in June. A chef has been located and they are in the hiring process. The program will be held at 125 Essex Street.

**Visions** – 8 youth, 5 males and 3 females

**Shelter Plus** – 7 youth, 5 males and 2 females

**Juvenile Detention Center** – 9 youth, 6 from Bergen County and 3 from Hudson County. Jorge Sandoval reminded everybody the NJDA conference schedule will be out soon. We will email the information once it is finalized.

**Teaneck Public Schools** – no report

**Center for Modern Dance Education** – no report

**Children's Aid and Family Services** – LST program has started the 4<sup>th</sup> marking period. They are currently in Englewood, Teaneck, and Hackensack. Rochelle Park is completed. They are starting to schedule 7 Habits, which typically runs in the summer. One may be in partnership with Bergen Family Center and one with Teaneck. The 3<sup>rd</sup> Annual Youth Summit will once again partner with the County Executive's office. It is scheduled for December 1<sup>st</sup>. The theme is leadership and it will be held at Bergen Community College. The Lodi EPIC group will be doing a natural high once a month activity starting with a youth volleyball game.

**Probation** –The vision board activity was a success as noted in the site visit summary. The second quarter parent orientation group will be held on May 16<sup>th</sup>.

**Big Brothers Big Sisters** – One youth was matched residing in Englewood and will be going to the park. The site-based programs are going well. There are 3 more sessions of each program until the end of the year. Bigs in Blue had the topic of understanding the consequences of one's actions. BMW did activities pertaining to coping skills and had their yearly auto shop tour.

**TMR Mental Health Care** – no report

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported 1 youth from Bergen in JJC facilities.



**NJ Juvenile Justice Commission/JDAI** – Jamie Ziegelhofer reported the NOAF for the 2024 JDAI grant was released. The administrator will find out if Bergen will be submitting a proposal or continue to plan. Any decisions will need to be approved by the BCYSC.

**Old Business** – None

**New Business** – None

Harry Lisa reminded everybody to join program reviews, as they are a great way to learn about the funded programs. It does not take long. Please contact Jamie Ziegelhofer if you are available.

The next BCYSC meeting will be Tuesday, June 6<sup>th</sup>, 2023.

A motion by Rosemarie Lobretto, seconded by Adiyah Washington, *to adjourn the BCYSC Membership Meeting, was carried.*

Submitted by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

June 6, 2023

**Members:** Meredith Kunz (designee for Mark Musella); Melissa DeBartolo; Shelby Klein; Janice Conti (designee for Nicole Jaccoi); Rosemarie Lobretto; Anne Giacobbe (designee for Ken Lowry/Suzanne Tiren); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Dr. Nick Montello; Liana Dinallo; Jorge Sandoval; Linda Spiegel; Adiyah Washington; Marie LaTesta (designee for Louis DeLisio)

**Staff:** Jamie Ziegelhofer; Robert Sibi, Laurie Bianchi, Venus Nelson

**Ex-Officio:** Kyle Sheehan

**Resource:** Kristen Ambrosio and John Cuttito, Bergen County Division of Family Guidance (BCDFG); Stephanie Drag and Robin Wanner, Marigrace Flynn, and Jo Ponticello, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters (BBBS); Mary Davey, West Bergen Mental Healthcare; Sharon Barth, CASA; Dana Czachorowska, Care Plus; Wallezka Melendez, TMR; Tiraj Lucas, YWCA; Rhona Vega and S.P. Brown, Parent Matterz; Michele McGovern, Sage; Quahim Muhammed, Marisa Heluk, Cynthia Castaneda.

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Harry Lisa called the Membership Meeting to order.

He reminded everybody of the importance of attending the program reviews and how they are a great way to learn about the funded programs. He asked the members to sign up for the remaining reviews and discussed the possibility of assigning members to reviews next year.

A motion by Rosemarie Lobretto, seconded by Janice Conti, *to approve the BCYSC May 5, 2023, Membership Meeting Minutes was carried.* Liana Dinallo abstained.

**Superior Court of NJ** – Judge Francois reported the caseload has increased significantly. There has been an uptick in gun charges and the severity of the offenses.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo echoed Judge Francois's report of the increased cases and the severity of the offenses. All cases are being heard in person.

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported that caseloads are back up for the month of May. She noticed a large time gap between the actual occurrence of delinquency and the charging. An email was sent to the officers to stress the importance of not waiting to charge so the juvenile understands the consequence of their actions and can be helped in a timely fashion. Meredith Kunz also discussed the possible gang affiliations among youth and the increase in gun charges and how it may be linked to some of the law changes. The department has seen a decrease of serious sex crimes and an uptick in the cyber cases. A discussion was held regarding social media and its effect on youth in particular when a situation is dangerous they will record it instead of seeking safety and help.

**NJ Office of the Public Defender-Juvenile/Bergen** – No Report

### **BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer presented four site visit summaries: BCDFG ASAP, CAFS LST & EPIC, BBBS One-to-one Mentoring, and TMR Treat Me Right

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the site visits as presented was carried.* Jorge Sandoval, Dr. Nick Montello, Melissa Debartolo, and Kristin Ambrosio abstained. Jamie Ziegelhofer presented the BCDFG ATD and PE program review scores and recommendations.

A motion by Rosemarie Lobretto, seconded by Harry Lisa, *to approve the BCDFG ATD and PE program review scores and recommendations as presented was carried.* Jorge Sandoval, Dr. Nick Montello, Melissa Debartolo, and Kristin Ambrosio abstained.

Jamie Ziegelhofer presented the CMDE program review scores and recommendations.

A motion by Shelby Klein, seconded by Jorge Sandoval, *to approve the CMDE program review scores and recommendations as presented was carried.*

The remaining program reviews were announced and members were encouraged to sign up. An email will follow. The 2024-2026 Plan and Application has yet to be released, but we continue to move forward with data collection and planning. Planning subcommittee meetings will be scheduled soon. The updated regulations were due out yesterday and were received this morning from Kyle Sheehan. They will be reviewed and then we will meet so the bylaws can be updated accordingly to reflect the changes. The Stakeholder survey is done. It is electronic and will be emailed out. We are waiting to hear about a date for the BCYSC Conference potentially in October.

### **Program Updates:**

**BCDFG Alternatives to Detention (ATD)** – 17 Youth, 7 BEM, 3 Phone monitoring

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 10 youth in the program, 5 assessments, and 3 referrals this month. Still searching for Substance Abuse Professionals for the open position in the program.

**BCDFG Psychological Evaluations (PE)** – 7 evaluations in May.

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals in May.

**BCDFG Positive Strides** – 2 referrals in May.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 55 municipalities participating, 15 new referrals this month from 5 different municipalities. RSAP has also put together program information to hand out to the towns currently not participating in the program, reminding them the services are available.

**Bergen's Place Youth Shelter** – 7 Youth, 3 males and 4 females

**Visions** – 9 youth, 4 males, 2 females, 3 transgender

**Shelter Plus** – 7 youth, 5 males and 2 females

**Culinary Arts** – No report

**Juvenile Detention Center** – 12 youth, 9 from Bergen County and 3 from other counties.

**Teaneck Public Schools** – no report

**Center for Modern Dance Education (CMDE)** – no report

**Children’s Aid and Family Services (CAFS)** – EPIC Program reported a follow up to the site visit. The Volleyball event was a success with 50 participants. The date for the next Diversity and Equity Youth Summit in partnership with the County Executive’s Office will be December 1<sup>st</sup>. The theme is leadership and it will be held at Bergen Community College.

LST is finish the fourth marking period. They were able to complete a 7 habits of highly effective teens program in partnership with Teaneck Public Schools. There is one scheduled to be in partnership with Garfield Boys and Girls Club as well as one with the Englewood Bergen Family Center. Both will take place this summer.

**Probation** – The parent orientation session took place on May 19<sup>th</sup> and 4 parents attended. Painting with a purpose is scheduled for June 20<sup>th</sup>.

**Big Brothers Big Sisters (BBBS)** – Programs are doing well. One youth was matched residing in Lodi. Bigs in Blue finished yesterday. BMW’s last day of the program is 6/13/2023.

**TMR Mental Health Care** – They are currently finishing the second quarter of the youth program (Treat Me Right). The new program, Mindset for Success, will launch this summer.

**YWCA Junior Jumpstart** – Tiraj Lucas reported 24 students registered and 2 sessions were held. The capacity is 25 students.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported 2 Bergen County youth are in JJC facilities.

**NJ Juvenile Justice Commission/JDAI** – Bergen County will not be applying for the JDAI funds in 2024.

**Old Business** – None

**New Business** – Rosemarie Lobretto suggested reaching out to the Family Success Center in Little Ferry regarding some of the issues discussed earlier in the meeting.

The next BCYSC meeting will be Tuesday, August 1, 2023.

A motion by Shelby Klein, seconded by Meredith Kunz, *to adjourn the BCYSC Membership Meeting, was carried.*

Submitted by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

August 1, 2023

**Members:** Meredith Kunz (designee for Mark Musella); Natalie Cureton (designee for Melissa DeBartolo); Shelby Klein; Janice Conti (designee for Nicole Jaccoi); Mitchell Badiner (designee for Dr. Howard Lerner); Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Harry Lisa (designee for Tammy Molinelli); Dr. Nick Montello; Liana Dinallo; Kristen Ambrosio; Matt Stanislao (designee for Gerald Powers); Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Marie LaTesta (designee for Louis DeLisio); Kleidon Ndreu

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Venus Nelson; Laura Farcas

**Ex-Officio:** Kyle Sheehan

**Resource:** John Cuttito, Bergen County Division of Family Guidance (BCDFG); Stephanie Drag Robin Wanner, and Jo Ponticello, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters (BBBS); Mary Davey, West Bergen Mental Healthcare; Kristen Gifford, CASA; Elian Mustafa, YWCA; Rhona Vega, Parent Matterz; Nick Campestre, Teaneck Public Schools; Quahim Muhammed, Ben Franklin Middle School; Cynthia Castaneda, Bergen's Promise; Marcia Hartkopp, Superior Court NJ; Michele Hart-Loughlin, CBH Care.

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Harry Lisa called the Membership Meeting to order.

A motion by Meredith Kunz, seconded by Kristen Ambrosio, *to approve the BCYSC June 6, 2023, Membership Meeting Minutes was carried.*

Harry Lisa announced the agenda will be changed to allow the Administrator to report first in order to ensure member attendance for the votes.

### **BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates**

Jamie Ziegelhofer reported a slight program amendment to the Bigs in Blue portion of the Big Brothers Big Sisters (BBBS) mentoring program. It does not need to be voted on; they wrote a statement that will be read during the program reporting. A budget modification was reported. TMR Mindset for Success had to move the youth stipends from the specific assistance to clients' line to the personnel line since they were being paid by TMR to the youth. A budget modification request was made by TMR regarding their Treat Me Right Program. They are requesting to move \$2,500 from the specific assistance to clients' line to the training line. The amount was originally to be used for transportation to the program, but this has not been a barrier or need. The program would like to use the money for training the staff, which would have a more direct impact and benefit to the clients.

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the budget modification to move \$2,500 from specific assistance to clients to training for the TMR Mindset for Success program was carried.*

**A roll call vote to approve: Meredith Kunz – yes; Shelby Klein – not present during vote; Janice Conti – abstain; Mitch Badiner – not present during vote; Rosemarie Lobretto - yes; Anne Giacobbe – yes; Harry Lisa –yes; Nick Montello – yes; Liana Dinallo – yes; Matt Stanislao – abstain; Linda Spiegel – yes; Jared Lautz - yes; Marie LaTesta - yes; Kristen Ambrosio – yes; (10 yes, 2 abstain).**

The Bergen County Division of Family Guidance (BCDFG) Positive Strides site visit report was presented. A discussion was held regarding the group rooms and the possibility of dedicating a room to be specifically decorated for the youth.

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the BCDFG Positive Strides Site Visit Report as presented was carried.* Nick Montello and Kristen Ambrosio abstained.

The YWCA Junior Jumpstart site visit report was presented.

A motion by Shelby Klein, seconded by Kleidon Ndreu, *to approve the YWCA Junior Jumpstart Site Visit Report as presented was carried.*

The BCDFG ASAP, UTR, and RSAP program review scores and recommendations were presented.

A motion by Liana Dinallo, seconded by Janice Conti, *to approve the BCDFG ASAP, UTR, and RSAP program review scores and recommendations as presented was carried.* Jorge Sandoval, Nick Montello, Melissa DeBartolo, and Kristin Ambrosio abstained.

The Children's Aid and Family Services (CAFS) LifeSkills Training (LST) and EPIC Peer Leadership Group, BBBS One-to-One Youth Mentoring, Teaneck Public Schools (TPS) PASS Partnership, and Superior Court of NJ Probation Youth and Family Engagement program review scores and recommendations were presented.

A motion by Harry Lisa, seconded by Nick Montello, *to approve the CAFS LifeSkills Training (LST) and EPIC Peer Leadership Group, BBBS One-to-One Youth Mentoring, TPS PASS Partnership, and Superior Court of NJ Probation Youth and Family Engagement program review scores and recommendations as presented was carried.* Jorge Sandoval, Dr. Nick Montello, Melissa Debartolo, and Kristin Ambrosio Janice Conti abstained from the Super Court of NJ Probation Youth and Family Engagement program.

**Superior Court of NJ** – No report.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported Judge Francois is on vacation and will return next week. The juvenile unit will be moving possibly one floor up, but extensions will stay the same. Construction phase 2 will not begin until possibly 2026.

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported an average July with about 40 new formal complaints with 15 being transferred out of county. This is a high number of transfers. There has been a number of out of county youth committing offenses. She also observed many parents refusing to allow their children to participate in stationhouse adjustments, which then moves the case forward instead of getting it resolved at a lower level. There was a discussion regarding the reasons behind the stationhouse adjustment refusals and ways to remedy the situation. She also reported there is a group of youth that have escalated in their offending after programming and/or probation. There was also a discussion about S3911, which is a bill that proposes to establish the minimum age as 14 for juvenile delinquency. The administrator informed the commission the ACYSCA (New Jersey Association of Counties Youth Services Commission Administrators) is tracking a few pending bills that may affect our youth and she will keep the BCYSC informed as necessary.

**NJ Office of the Public Defender-Juvenile/Bergen** – No Report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** – Jamie Ziegelhofer reported the 2024-2026 plan and application has still not been released. The 2024 Allocation letter was received last week. The amount is the same as the 2023 increased amount and it revealed the 2024-2026 Plan and Application due date of December 15, 2023. In the meantime, the data is continuing to be collected. The 2022 offenses map is complete, but the data is being reviewed and it will be presented soon. MDT (Multi-Disciplinary Team) is being scheduled for September 28<sup>th</sup>. The bylaws subcommittee will be meeting soon to review the regulation changes and update the bylaws. The BCYSC conference date was tentatively scheduled for October 18<sup>th</sup>. However, there are many conferences scheduled for that month so we may change the date to coincide with one of the monthly meeting dates.

**Program Updates:**

**BCDFG Alternatives to Detention (ATD)** – 27 Youth, 7 BEM (Bilateral Electronic Monitoring), 6 phone monitoring

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 16 assessments completed, 5 youth are in the boys group. The BIPAS group had 9 sessions

**BCDFG Culinary Arts for Teens** – the program began. 2 sessions were conducted serving 15 youth

**BCDFG Psychological Evaluations (PE)** – 4 referrals in July

**BCDFG Using Technology Responsibly (UTR)** – 6 referrals in July

**BCDFG Positive Strides** – 3 referrals in July

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** –19 referrals in July

**Bergen's Place Youth Shelter** – Sylvia Pascarella has resigned as the Shelter Administrator. 7 Youth, (3 males, 4 females)

**Visions** – 9 youth

**Shelter Plus** – No report.

**Juvenile Detention Center** – 15 youth, 9 from Bergen County.

**Teaneck Public Schools** – 27 youth were in the program at the end of June. Some have graduated; 11 will be carried over. There will be intake appointments in September. The program maintains contact with the youth in the summer with free trips, leadership camp, freshman orientation, etc.

**Center for Modern Dance Education (CMDE)** – No report

**Children's Aid and Family Services (CAFS)** – Stephanie Drag reported two cycles of 7 habits of highly effective teens are currently running this summer. One cycle is at Bergen Family Center with their employment program for 9<sup>th</sup> and 10<sup>th</sup> graders, and one is at the Boys and Girls Club of Garfield, which is open to all teens, but targeting their junior counselors. Scheduling has begun for the upcoming school year in September. Tonight is National Night Out. The agency will be collecting surveys for the NJ4S grant.

The survey data will be shared with the BCYSC to be included in the plan. 170 responses were received already. Robin Wanner reported they will be in 12 communities in Bergen County tonight for National Night out. EPIC is focusing on recruitment and leveraging their access to kids.

**Probation** – No report

**Big Brothers Big Sisters (BBBS)** – Jamie Ziegelhofer read the following statement from Rachel Kinne: “Our Bigs in Blue program will be changing for the 2023-2024 school year. The Bergen County Sheriff’s Office shared with us they do not have the bandwidth to continue in the same capacity they have been. Although wanting to continue to collaborate with us in some form, they are unable to commit to the program as we have been running it. Wanting to continue to serve the children from Roy W. Brown MS in Bergenfield, our team found a solution of implementing a High School Bigs program. We put this plan into action and had a wonderful meeting with the Superintendent of Bergenfield as well as the Principal at Bergenfield High School. Bergenfield High School students will mentor the Roy W. Brown Middle School students. This will allow us to continue to serve the middle school students while also providing leadership skills to the High School students as well. Due to the Bergen County Sheriff’s Office still wanting to be involved in some capacity, they have committed to facilitating a few program sessions, which potentially will include a K-9 demonstration, mock crime scene and self-defense course. Our site based programs are still currently paused at the moment due to summer but we will be reaching out to Bergenfield School District to discuss next month and will begin recruitment in September!”

**TMR Mental Health Care** – Jamie Ziegelhofer reported the Mindset for Success program started in July.

**YWCA Junior Jumpstart** – Ellen Mustafa reported the program began in May. The students meet every week on Sunday at 4:00 pm and hear from many different coaches. The program is full with 25 youth.

**NJ Juvenile Justice Commission (JJC)** – None

**NJ Juvenile Justice Commission/JDAI** – None

**Old Business** – None

**New Business** – None

**Announcements** – Robin Wanner announced November 15<sup>th</sup> is the Tree of Addiction Conference. Shelby Klein announced a Youth Suicide Educational Conference on October 16<sup>th</sup> in collaboration with Bergen County Department of Human Services. Jamie Ziegelhofer announced the New Jersey Juvenile Detention Association is partnering with Association of Youth Service Commission Administrators for a training conference on September 13<sup>th</sup> to 15<sup>th</sup> in Atlantic City. Information will be emailed. The next BCYSC meeting will be Wednesday, September 6, 2023. The BCYSC will most likely need to have a November meeting since the 2024-2026 Plan and Application is being released so late.

A motion by Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting, was carried.*



**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**September 6, 2023**

**Members:** Meredith Kunz (designee for Mark Musella); Melissa DeBartolo; Shelby Klein; Janice Conti (designee for Amanda Marcino); Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Kristen Ambrosio; Dr. Nick Montello; John Cutitto; Liana Dinallo; Matt Stanislao (designee for Gerald Powers); Jorge Sandoval; Linda Spiegel; Adiyah Washington

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Venus Nelson; Robert Sibi, Laura Farcas

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag and Robin Wanner, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters (BBBS); Mary E. Davey, West Bergen Mental Healthcare; Kristen Gifford, CASA; Rhona Vega, Parent Matterz; Marcia Hartkopp, Superior Court NJ; Corinne Reilly-Ferretto, Center for Modern Dance Education; Tasia Milicevic and Adrianna Porcaro, TMR; Amanda Walker, Children's Mobile

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Harry Lisa called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Shelby Klein, *to approve the BCYSC August 1, 2023, Membership Meeting Minutes was carried. Judge Francois, Melissa DeBartolo, and Jorge Sandoval abstain.*

**Superior Court of NJ** – Judge Francois reported Family Court had three new Judges, but were still down. As of this week, Judge Francois will no longer hear domestic violence cases. This should help the juvenile calendar.

**Superior Court of NJ–Family (Juvenile)** – Marcia Hartkopp reported same as the judge with new judges and more cases on a weekly basis.

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported an average August. She is continuing to see varied offenses and some parents refuse stationhouse adjustments. A discussion was held regarding this matter.

**NJ Office of the Public Defender-Juvenile/Bergen** – No Report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** – Jamie Ziegelhofer reported the 2024-2026 Plan and Application has been released. The data worksheet is being worked on, but a lot of information is missing and/or not tracked correctly. In the next couple of weeks, Jamie will try to have some data and questions answered so formal planning meeting can be scheduled. TMR program review scores and recommendations were presented.

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the TMR program review score and recommendations, was carried.*

Bergen County Division of Family Guidance (BCDFG) Positive Strides program review scores and recommendations were presented.

A motion by Rosemarie Lobretto, seconded by Harry Lisa *to approve the BCDFG Positive Strides program review score and recommendations, was carried.* Melissa DeBartolo, Nick Montello, Jorge Sandoval, and John Cuttito abstain.

The YWCA Junior Jumpstart program review is scheduled for September 21<sup>st</sup> at 3:00pm virtually. Qualified members need to check their schedules and sign up if possible. An email will go out with the details. MDT will have their first meeting on September 28<sup>th</sup>. An email will be sent out soon with more information. We will continue to work on the updated bylaws one with 2024-2026 Plan and Application are complete. There are many events scheduled for October so it was decided to reschedule the BCYSC Conference. The new date is December 5<sup>th</sup> in conjunction with the regularly scheduled December membership meeting. It will be in person at 2 Bergen County Plaza, Hackensack, and more information will come soon.

**Program Updates:**

**Bergen’s Place Youth Shelter** – 2 youth, (1 male, 1 female). The shelter is still seeking a qualified candidate for the shelter administrator position.

**Visions** – 5 residents

**Shelter Plus** – 7 residents

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 7 referrals for August from 4 different municipalities. 55 municipalities participate to date.

**BCDFG Psychological Evaluations (PE)** – 7 referrals for August

**BCDFG Positive Strides** – 1 referral

**BCDFG Using Technology Responsibly (UTR)** – 1 referral

**BCDFG Culinary Arts for Teens** – 20 youth in August

**BCDFG Alternatives to Detention (ATD)** – 24 youth, 5 BEM, 7 phone monitoring

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 9 assessments in August, 5 youth in program (4 male, 1 female)

**Juvenile Detention Center** – 16 youth, 9 from Bergen County

**Teaneck Public Schools** – No Report

**Center for Modern Dance Education (CMDE)** – the summer camps ended. Corinne, the youth program lead, gave a PowerPoint presentation of the various camp sessions and the children learning and performing for the end of summer concert. The theme this year for the camp was “Energy”.

**Children’s Aid and Family Services (CAFS)** – Stephanie Drag reported the 7 habits of highly effective teens at the Boys and Girls Club of Garfield and Bergen Family Center is complete. They are currently working on the back-to-school schedule for the first marking period for LST. They will begin in Hackensack and Englewood and possibly Rochelle Park. Robin Wanner reported EPIC did not have a lot going on in the summer. The Youth Summit, which is collaborating with the County

Executive's office, will be on December 1<sup>st</sup> at Bergen Community College The theme is leadership. It is It also happens to be on World AIDS Day, so they are going to be honoring World AIDS Day as well. A keynote was secured, which will be Jeremy Feigenbaum, the Solicitor General at the NJ Attorney General's office.

**Big Brothers Big Sisters (BBBS)** – 1 community-based match in August. As reported in the previous meeting, the Bigs in Blue program will be changing to a school-based program in Bergenfield. Bergenfield High School students will mentor Roy W. Brown Middle School students. This will allow BBBS to continue to serve the middle school students while also providing leadership skills to the high school students. Recruiting has begun at BMW as well.

**TMR Mental Health Care** – Mindset for Success program is currently running with 6 students and looking for 6 more referrals. The program completed about 8 seminars. The Youth Program currently has 10 youth.

**Probation** – Amanda Evans is a new probation officer. She has been there for approximately 60 days now and is doing well. She has about 15 clients so far, but that will increase as time goes on. The third POP (Parent Orientation Program) session is scheduled for September 26<sup>th</sup>.

**YWCA Junior Jumpstart** – Sessions ended on August 27<sup>th</sup>. 32 students applied and 25 students were accepted in the program. Between 15 and 19 students attended regularly. Topics varied from emotional wellness to essay writing.

**NJ Juvenile Justice Commission (JJC)** – 2024-2026 Plan and Application is out, no new report.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – Jorge Sandoval reported the NJ Juvenile Detention Association is collaborating with NJ Association of Youth Service Commission Administrators for a training conference on September 13<sup>th</sup> to 15<sup>th</sup> in Atlantic City. Jamie Ziegelhofer sent an email with the details. Robin Wanner reported the 10<sup>th</sup> annual Tree of Addiction conference is on November 15<sup>th</sup>. Registration will open next Monday, September 11, 2023. Tickets are \$70.00 per person. It is an in person event with lunch included.

**New Business** – None

**Announcements** – Shelby Klein reported September is Suicide Prevention Awareness Month. On October 16<sup>th</sup> there will be a training session partnered with the Department of Human Services. Reach out to Shelby Klein for more details. September is also Recovery Month. On September 28<sup>th</sup> there will be an event called Light the Night which will be held on the grounds of Bergen New Bridge Medical Center at the Spring House facility. Friday, November 3<sup>rd</sup> will be the second World of Resources event at 2 Bergen County Plaza. Venus Nelson invited everybody to the Bergen County Multicultural Family Fun Fest on October 14, 2023, from 11:00 AM – 3:00 PM, at the Duck Pond in Ridgewood, NJ. The flyer will be emailed.

A motion by Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting, was carried.*

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**October 3, 2023**

**Members:** Richard Nunes (designee for April Petersen); Meredith Kunz (designee for Mark Musella); Melissa DeBartolo; Dana Napoletano (designee for Shelby Klein); Amanda Marcino; Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Kristen Ambrosio; Dr. Nick Montello; John Cutitto; Liana Dinallo; Matt Stanislao (designee for Gerald Powers); Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Adiyah Washington

**Staff:** Jamie Ziegelhofer; Laurie Bianchi; Robert Sibi, Laura Farcas

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag and Robin Wanner, Children's Aid and Family Services (CAFS); Rachel Kinne, Big Brothers Big Sisters (BBBS); Mary E. Davey, West Bergen Mental Healthcare; Kristen Gifford, CASA; Rhona Vega, Parent Matterz; Mariela Gabriel, Superior Court NJ; Tasia Milicevic and Adrianna Porcaro, TMR; Amanda Walker, Children's Mobile; Michele Hart-Loughlin, CBH Care; Marisa Heluk, ADV; Laura Washington, Northeast Early Intervention Collaboration; Madeline Doubet; Javalda Powell, Willie Thornton

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Harry Lisa called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Meredith Kunz, *to approve the BCYSC September 6, 2023, Membership Meeting Minutes was carried.*

**Superior Court of NJ** – Judge Francois had no new report. There is still a need for more Judges.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo introduced Mariela Gabriel the new juvenile team leader. She also reported phase 2 of construction is being discussed and bids may go out for January.

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz discussed a pending bill (A5169/S3911), which would establish 14 years old as the minimum age for juvenile delinquency.

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes reported on issues with discovery. There have been many issues with the volume and difficulty downloading. He brought it up at the MDT meeting will discuss if further with Family Guidance staff to possibly get a solution at the Juvenile Detention Center. Meredith Kunz asked about the issue with discovery and will discuss it with all parties after the meeting.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** – The BCYSC Allocations Subcommittee met on Friday, September 29, 2023 and reviewed the following budget modifications and budget recommendation. Jamie Ziegelhofer presented a 2023 BCDFG ATD budget modification to increase the program by \$9,697 to include a bilingual case manager. The increase will be coming from the BCDFG Culinary Arts program, which will be decreased by \$9,697 due to the late start of the program (personnel and material & supplies).

A motion by Rosemarie Lobretto, seconded by Harry Lisa, *to approve 2023 BCDFG ATD Budget Modification to increase the budget by \$9,697 and decrease the BCDFG Culinary Arts program by \$9,697 as presented, was carried.*

**A roll call vote to approve: Richard Nunez – yes; Meredith Kunz – yes; Melissa DeBartolo – abstain; Dana Napoletano - yes; Amanda Marcino – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – abstain; Judge Magali Francois – not present for vote; Harry Lisa – yes; Nick Montello – abstain; Liana Dinallo – yes; John Cutitto – abstain; Kristen Ambrosio – abstain; Matt Stanislao – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Jared Lautz – abstain; Adiyah Washington – yes; (9 yes, 8 abstain, 1 not present for vote).**

Jamie Ziegelhofer presented a budget modification for CAFS. The program completed a thorough review of the budget to ensure all YSC funds are expended by the end of the year in a productive manner. The following was requested: A reduction of personnel by \$10,074, a reduction of trainings by \$500, an increase to materials and supplies \$12,620, an increase to facility \$2,899, an increase to specific assistance to clients \$3,430, and a reduction of G&A \$1,079

A motion by Rosemarie Lobretto, seconded by Adiyah Washington, *to approve the CAFS budget modification as presented, was carried.*

**A roll call vote to approve: Richard Nunez – yes; Meredith Kunz – yes; Melissa DeBartolo – yes; Dana Napoletano - yes; Amanda Marcino – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – not present for vote; Judge Magali Francois – not present for vote; Harry Lisa – yes; Nick Montello – yes; Liana Dinallo – yes; John Cutitto – yes; Kristen Ambrosio – yes; Matt Stanislao – yes; Jorge Sandoval – yes; Linda Spiegel – yes; Jared Lautz - yes; Adiyah Washington – yes; (15 yes, 1 abstain, 2 not present for vote).**

The 2024 Probation proposed budget was presented. The amount is for \$8,896, which is lower than 2023 due to staff changes, etc.

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the proposed 2024 Probation budget as presented, was carried.*

**A roll call vote to approve: Richard Nunez – yes; Meredith Kunz – yes; Melissa DeBartolo – yes; Dana Napoletano – yes; Amanda Marcino – abstain; Rosemarie Lobretto – yes; Anne Giacobbe – not present for vote; Judge Magali Francois – not present for vote; Harry Lisa – yes; Nick Montello – yes; Liana Dinallo – yes; John Cutitto – yes; Kristen Ambrosio – yes; Matt Stanislao – yes; Jorge Sandoval – yes; Linda Spiegel – yes; Jared Lautz - yes; Adiyah Washington – yes; (15 yes, 1 abstain, 2 not present for vote).**

The 2022 BC Offenses Map and Summary was presented. The data will be more thoroughly reviewed at the prevention planning meeting.

A motion by Liana Dinallo, seconded by Adiyah Washington, *to include the 2022 BC Offenses Map and Summary in the 2024-2026 Plan and Application data was carried.*

Jamie Ziegelhofer reported the first MDT meeting was Thursday, September 28<sup>th</sup>. It was a well-attended and productive meeting. The next meeting will be held virtually next Thursday.

The bylaws subcommittee will meet after the 2024-2026 Plan and Application is completed.

The 2023 BCYSC conference will be on December 5<sup>th</sup>. We will discuss potential speakers.

**Program Updates:**

**BCDFG Psychological Evaluations (PE)** – 5 referrals for September

**BCDFG Using Technology Responsibly (UTR)** – 4 referrals

**BCDFG Positive Strides** – 3 referrals

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 9 referrals for September. The third annual RSAP conference will be held on November 16<sup>th</sup> from 8:30 am to 1:30 pm at 2 Bergen County Plaza in Hackensack.

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 12 assessments in September, 5 youth in program (3 male, 2 female), BIPAS – 2 cycles completed. New staff will be joining in the fourth quarter.

**Visions** – 6 residents

**BCDFG Alternatives to Detention (ATD)** – 21 youth, 4 BEM, 8 phone monitoring

**Bergen's Place Youth Shelter** – 6 youth, (1 male, 5 female). The shelter is still seeking a qualified candidate for the shelter administrator position.

**Shelter Plus** – no report

**BCDFG Culinary Arts for Teens** – 24 youth in September

**Juvenile Detention Center** – 20 youth, 12 from Bergen County

**Teaneck Public Schools** – no report

**Center for Modern Dance Education (CMDE)** – no report

**Children's Aid and Family Services (CAFS)** – Stephanie Drag reported LST will begin in Englewood tomorrow. It will be scheduling soon in Hackensack. Teaneck and Rochelle Park will be at the end of the year. Robin Wanner reported EPIC youth outreach worker resigned. They are currently trying to balance recruitment for Englewood and Lodi. The focus is on regrouping and getting new members.

**YWCA Junior Jumpstart** – Sessions ended on August 27<sup>th</sup>. The program review was completed last month.

**Probation** – Amanda Marcino reported the third POP (Parent Orientation Program) session was September 26<sup>th</sup>. 6 parents attended. Participation is better in person. The program will continue to offer the Zoom option, but encourage in person attendance. An incentive program for the youth will be taking place. It will be an ice cream social event where the youth can meet the chief and it will take place during a reporting day.

**Big Brothers Big Sisters (BBBS)** – 2 community based match in September (1 Carlstadt, 1 Teaneck). The school-based program in Bergenfield will begin on October 30<sup>th</sup> and is recruiting now. The BMW program is also recruiting now and will begin November 14<sup>th</sup>.

**TMR Mental Health Care** – 9 students in Mindset for Success program. The Youth Program is full.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported an increase in Bergen County youth at JJC facilities.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – None

**New Business** – None

**Announcements** – Robin Wanner announced the Tree of Addiction Conference is on November 15<sup>th</sup> and is open for registration. Dana Napoletano announced the World of Resources event would be on November 3<sup>rd</sup> at 2 Bergen County Plaza.

A motion by Rosemarie Lobretto, seconded by Meredith Kunz, *to adjourn the BCYSC Membership Meeting, was carried.*

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

November 8, 2023

**Members:** Richard Nunes (designee for April Petersen); Meredith Kunz (designee for Mark Musella); Shelby Klein; Rosemarie Lobretto; Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Kristen Ambrosio; Dr. Nick Montello; John Cutitto; Liana Dinallo; Matt Stanislao (designee for Gerald Powers); Jorge Sandoval; Linda Spiegel; Adiyah Washington

**Staff:** Jamie Ziegelhofer; Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Stephanie Drag, Children's Aid and Family Services (CAFS); Mary E. Davey, West Bergen Mental Healthcare; Rhona Vega, Parent Matterz; Mariela Gabriel, Jessica Mulligan, and Marcia Hartkopp, Superior Court NJ; Tasia Milicevic and Adrianna Porcaro, TMR; Amanda Walker, Children's Mobile; Javalda Powell, Willie Thornton; Corinne Reilly-Ferretto, Center for Modern Dance Education; Stephanie Trusty, EPSD; Nick Campestre, Teaneck Public Schools; Amanda Walker, Care Plus NJ; Renee Clark, Teaneck Comes Together.

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Harry Lisa called the Membership Meeting to order.

A motion by Meredith Kunz, seconded by Matt Stanislao, *to approve the BCYSC October 3, 2023, Membership Meeting Minutes was carried.*

**Superior Court of NJ** – Judge Francois reported a substantial rise in the need of out of home placements. Parents are coming to court seeking placement and are afraid for their safety and the safety of the other children in the home. The shelter is temporary with only 30 days. There has been a cycle of repeat placements due to their behavior. Some of the youth are facing significant mental health issues. Kristen Ambrosio added most of these families are in significant crisis. Many of the youth need to wait for evaluations to see if residential programs are needed and the issue is what will happen in the meantime. A further discussion was held regarding this matter. Another issue a parent brought up is her concern with the youth falling behind in school since they were excelling at the time of the incident. A discussion was held whether the youth could attend school remotely. Dr. Montello will look into the issue and possible resolutions.

**Superior Court of NJ–Family (Juvenile)** – No report

**Bergen County Prosecutor's Office/Juvenile** – Meredith Kunz reported a slow September and October returning back to normal with about 34 formal complaints. 12 were transfers out of county and 12 went to informal or ISC leaving 10 complaints that went on to the formal calendar. There were many dispositions this month as well. November has been busy with some very serious charges. She also reported some issues with police officers not being able to release youth to the custody of the JDC in a timely fashion.

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes reported it has been very busy.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** –Jamie Ziegelhofer presented the proposed 2024 BCDFG ATD budget for \$115,486. A motion by Rosemarie Lobretto, seconded by Adiyah Washington, *to approve 2024 BCDFG ATD Budget, was carried.*

**A roll call vote to approve:** Richard Nunez - yes; Meredith Kunz – yes; Shelby Klein - yes; Rosemarie Lobretto - yes; Judge Magali Francois - yes; Harry Lisa –yes; Nick Montello – abstain; Liana Dinallo – yes; John Cutitto – abstain; Kristen Ambrosio - abstain; Matt Stanislao – yes; Linda Spiegel – yes; Adiyah Washington – yes; (10 yes, 3 abstain).



Jamie Ziegelhofer presented the 2024-2026 BCYSC Comprehensive Plan and Application. There was a question on the vision that needed to be filled.

A motion by Rosemarie Lobretto, seconded by Adiyah Washington, *to approve the 2024-2026 BCYSC Comprehensive Plan and Application as amended, was carried unanimously.*

The third quarter is complete and an email was sent to all agencies to assess their spending for the fourth quarter and a possible fifth quarter to compensate for the lateness of the Plan and RFP. The confidence closet initiative is moving forward as well.

The BCYSC Allocations subcommittee is recommending designating \$7,000 for Client Specific funds under the MDT. A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto, *to approve allocating \$7,000 for client specific funds under the MDT, was carried unanimously.*

**A roll call vote to approve: Richard Nunez – not present; Meredith Kunz – yes; Shelby Klein - yes; Rosemarie Lobretto - yes; Judge Magali Francois - yes; Harry Lisa –yes; Nick Montello – yes; Liana Dinallo – yes; John Cutitto – yes; Kristen Ambrosio - yes; Matt Stanislao – yes; Linda Spiegel – yes; Adiyah Washington – yes; (12 yes).**

MDT has had two meetings and another one is scheduled for tomorrow. It is moving forward. The bylaws are not ready yet but will be worked on soon. The 2023 BCYSC conference will be on December 5<sup>th</sup>. There will be two speakers, a continental breakfast and boxed lunch, and some giveaways.

**Program Updates:**

**BCDFG Psychological Evaluations (PE)** – 7 evaluations

**BCDFG Using Technology Responsibly (UTR)** – 3 referrals

**BCDFG Positive Strides** – 5 referrals

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 10 referrals with River Vale utilizing the program for the first time this month. The third annual RSAP conference will be held on November 16<sup>th</sup> from 8:30 am to 1:30 pm at 2 Bergen County Plaza in Hackensack.

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 10 assessments in October, 5 youth in program (5 male, 2 female), BIPAS – 1 session next week

**Visions** – 5 residents

**BCDFG Alternatives to Detention (ATD)** – 11 youth, 4 BEM, 2 phone monitoring

**Bergen’s Place Youth Shelter** – 7 youth (3 male, 4 female).

**Shelter Plus** – no report

**BCDFG Culinary Arts for Teens** – 7 youth average for each session and 3 sessions a week

**Juvenile Detention Center** – 18 youth, 11 from Bergen County

**Teaneck Public Schools** – 11 Middle School students and 10 High School students with strong attendance for both

**Center for Modern Dance Education (CMDE)** – fall season has begun and there has been an increase in registration.

**Children’s Aid and Family Services (CAFS)** – Stephanie Drag reported LST is finishing the first marking period in Hackensack. There are in Englewood and starting Teaneck. The Rochelle Park classes start next week. 61 people registered for the Seeds of Change conference. There were various red ribbon week activities.

**YWCA Junior Jumpstart** – Sessions ended on August 27<sup>th</sup>.

**Probation** – No report

**Big Brothers Big Sisters (BBBS)** – Jamie Ziegelhofer read an email from Rachel Kinne, “Our Bergenfield High School Mentoring program kicked off on 10/30! We have 20 mentees and 27 mentors. We reviewed the match expectations, introduced the matches and allowed for the matches to get to know each other by participating in an icebreaker game. Our BMW program will be kicking off on 11/14 and we have 32 mentees enrolled! We are excited to kick that program off. We continue to enroll and match children in our Community-Based program.”

**TMR Mental Health Care** – 9 students in Mindset for Success program. The Youth Program has 6 youth enrolled with 394 sessions provided and 30 psychiatric evaluations.

**NJ Juvenile Justice Commission (JJC)** – No report

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – None

**New Business** – None

**Announcements** – The RFP will be coming out by the end of the month on bergenbids.com.

A motion by Shelby Klein, seconded by Kristen Ambrosio, *to adjourn the BCYSC Membership Meeting, was carried.*

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (2 Bergen County Plaza)

**December 5, 2023**

**Members:** Seth Victor (designee for Mark Musella); Melissa DeBartolo; Shelby Klein; Janice Conti (designee for Amanda Marcino); Rosemarie Lobretto; Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Kristen Ambrosio; Dr. Nick Montello; John Cutitto; Liana Dinallo; Matt Stanislao (designee for Gerald Powers); Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Adiyah Washington

**Staff:** Jamie Ziegelhofer; Robert Sibi, Laura Farcas, Laurie Bianchi

**Ex-Officio:** Kyle Sheehan

**Resource:** Mary E. Davey, West Bergen Mental Healthcare; Kristine Gifford, CASA; Shekinah Williams, Bergen's Promise; Rhona Vega, Parent Matterz; Mariela Gabriel, and Marcia Hartkopp, Superior Court NJ; Michele Hart-Loughlin, CBHCare; Rachel Kinne, BBBS; Tasia Milicevic and Adrianna Porcaro, TMR; Amanda Walker, Children's Mobile; Jaimie Smith; Lee Brigham; Mike Perez; Kayann Foster; Dianne DeRuggiero; Stephen Kaiafus; Patrick Fallon; Willie Thornton; Corinne Reilly-Ferretto, Center for Modern Dance Education; Mary Amoroso, County Commissioner; Sara Deletto; Xiomara Diaz Montanez; Michael Hannon

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Harry Lisa called the Membership Meeting to order.

A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto, *to approve the BCYSC November 8, 2023, Membership Meeting Minutes was carried.*

**Superior Court of NJ** – No report

**Superior Court of NJ–Family (Juvenile)** – No report

**Bergen County Prosecutor's Office/Juvenile** – Seth Victor announced he is the new Chief of Juvenile. Meredith Kunz moved to another division.

**NJ Office of the Public Defender-Juvenile/Bergen** – No report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** – Jamie Ziegelhofer reported allocations would be reviewing the need for a fifth quarter and the spending on the grant. A few agencies have requested increases and could benefit from a fifth quarter in order to ensure the flow of services. The 2024-2026 Comprehensive Plan and Application is complete and will be submitted on time. The MDT is meeting on December 7<sup>th</sup>. The 2024 membership meeting schedule was presented. The updated regulations are being reviewed in order to update the bylaws. The Request for Proposals (RFP) is out now. The pre proposal meeting is on December 12<sup>th</sup> at 2:00pm, questions are due by December 14<sup>th</sup> at 12:00pm, and proposals are due on December 28<sup>th</sup> at 12:00pm.

**Program Updates:**

**BCDFG Psychological Evaluations (PE)** – 6 evaluations

**BCDFG Using Technology Responsibly (UTR)** – 3 referrals

**BCDFG Positive Strides** – 1 referral

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 23 referrals, 56 municipalities

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 16 assessments, 7 youth in program (5 male, 2 female), BIPAS – 3 cycles, 6 youth

**Visions** – 6 residents

**BCDFG Alternatives to Detention (ATD)** – 11 youth, 4 BEM, 3 phone monitoring, 4 non

**Bergen’s Place Youth Shelter** – 6 youth (5 male, 1 female).

**Shelter Plus** – 7 residents

**BCDFG Culinary Arts for Teens** – service continues to be provided on Mondays and Wednesday evenings. BCDFG programs ASAP, Youth Resource and Empower House all participate. Average attendance per night is 7-10 youth

**Juvenile Detention Center** – 18 youth, 11 from Bergen County (10 male, 1 female)

**Teaneck Public Schools** – no report

**Center for Modern Dance Education (CMDE)** – the youth are performing on Saturday.

**Children’s Aid and Family Services (CAFS)** – no report

**YWCA Junior Jumpstart** – Sessions ended on August 27<sup>th</sup>.

**Probation** – 1 painting with a purpose session

**Big Brothers Big Sisters (BBBS)** – Rachel Kinne reported, “BBBS has a partnership with Macy’s and the Macy’s in Paramus at Garden State Plaza recently held a breakfast and shopping experience for children in the BBBS program. Many of whom attended reside in Bergen County. Our two Site Based programs, Bergenfield HS mentoring program and the BMW program are thriving. We have 20 mentees and 28 mentors for the Bergenfield HS program and 31 mentees and 20 mentors for the BMW program. We continue to enroll and match children in our CB program as well.”

**TMR Mental Health Care** – 9 students in Mindset for Success program. The Youth Program has 6 youth enrolled

**NJ Juvenile Justice Commission (JJC)** – No report

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – None

**New Business** – None

**Announcements** – Matt Stanislao reported he would be the new President of the Juvenile Officers Association (JOA). Shelby Klein reported Bergen County Home 1 will be having a ribbon cutting on Wednesday at 2:00pm.

A motion by Shelby Klein, seconded by Nick Montello, *to adjourn the BCYSC Membership Meeting, was carried.*

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

January 3, 2024

**Members:** Seth Victor (designee for Mark Musella); Shelby Klein; Janice Conti (designee for Amanda Marcino); Georgina DeRosa (designee for Melena Anderson/Jessica Ambrosini); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Dr. Nick Montello; John Cutitto; Liana Dinallo; Matthew Stanislao (designee for Gerald Powers); Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Marie LaTesta (designee for Louis DeLisio); Adiyah Washington;

**Staff:** Jamie Ziegelhofer; Robert Sibi, Laura Farcas

**Ex-Officio:** Kyle Sheehan; Kristen Schwendeman

**Resource:** Nick Campestre, Teaneck Public Schools; Mary Davey, West Bergen Mental Health; Stephanie Drag and Robin Wanner, Children's Aid and Family Services; Mariela Gabriel, Jessica Mulligan and Marcia Hartkopp, Superior Court NJ; Kristine Gifford, CASA; Michele Hart-Loughlin, CBH Care; Rachel Kinne, BBBS; Tasia Milicevic and Adrianna Porcaro, TMR; Javalda Powell; Karen Stack; Amanda Walker, Children's Mobile; Shekinah Williams; Rhona Vega, Parent Matterz; Corinne Reilly-Ferretto, Center for Modern Dance Education; Darshell's OtterPilot

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Harry Lisa called the Membership Meeting to order.

A motion by Shelby Klein, seconded by Seth Victor, *to approve the BCYSC December 5, 2023, Membership Meeting Minutes was carried.*

**Superior Court of NJ – Family (Juvenile)/BCCJJSI Steering Committee** – Judge Magali Francois stated that there had been a significant uptick in out of home placements. Non-offending juveniles placed in the shelter on a crisis petition by the parent or guardian went up significantly last year. She would like us to stay aware of the situation. She also discussed the lack of available psychiatrists.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported that they are continuing with Case Processing Subcommittee. Erica Hein gave a good presentation on 2022 school-based complaints. Liana mentioned the new law came into effect on January 1<sup>st</sup>, called VASPA (Victim's Assistance and Survivor Protection Act). It is handled in the domestic violence unit. The law was changed to include predicate acts of cyber harassment, stalking, and incorporates some forms of bullying. The new law does not require a relationship between parties. Liana introduced again the new juvenile team leader, Mariela Gabriel.

**Bergen County Prosecutor's Office/Juvenile** – Seth Victor reported out of State and out of County youth are still trending with theft of motor vehicles and shoplifting. He mentioned that there is an incredible need for services across the board that applies to the kids with delinquency charges as much as those without.

**NJ Office of the Public Defender-Juvenile/Bergen** – No report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer reported the 2023 program results are not ready. The programs will be extended to a fifth quarter, but there will be an updated report possibly next month and a finalized report after the fifth quarter ends.

Liana Dinallo presented Adiyah Washington and Harry Lisa as co-chair. A motion by Janice Conti, seconded by Shelby Klein *to approve Adiyah Washington and Harry Lisa as co-chairs was carried.*

**A roll call vote to approve: Seth Victor – yes; Shelby Klein - yes; Janice Conti – yes; Georgina DeRosa – yes; Judge Magali Francois - yes; Harry Lisa – abstain; Nick Montello – yes; Liana Dinallo – yes; John Cutitto – yes; Matt Stanislao – yes; Jorge Sandoval – yes; Linda Spiegel – yes; Jared Lautz – yes; Adiyah Washington – abstain; Marie LaTesta - yes; (13 yes, 2 abstain).**

Jamie Ziegelhofer presented the 2024 BCYSC Standing Committees. If anybody would like to request any changes, they can email.

A motion by Harry Lisa, seconded by Shelby Klein, *to approve the 2024 BCYSC Standing Committees was carried.*

The 2024-2026 Plan and Application is with the State and hopefully will be reviewed and approved soon. The RFP closed on December 28, 2023. The committee is in the process of reviewing and scoring allocations.

Adiyah Washington presented 2023 fifth quarter extension request and budget modifications. The BCYSC Allocations subcommittee met on Tuesday, January 2, 2024 and is recommending extending the programs funding with the following award modifications:

	<b>Increase</b>	<b>Decrease</b>
Center for Modern Dance Education (CMDE)	\$5,500	
Children’s Aid and Family Services (CAFS)	\$10,242	
TMR Mental Healthcare	\$12,000	
BCDFG Regional Stationhouse Adjustment Program (RSAP)	\$9,361	
BCDFG Psychological Evaluations	\$25,650	
BCDFG Culinary Arts for Teens		(\$3,097)
BCDFG Using Technology Responsibly		(\$7,000)
BCDFG Positive Strides		(\$3,500)
M&S Psychiatric Evaluations		(\$5,000)
Superior Court Probation		(\$1,428)
BCDFG Adolescent Substance Abuse Program (ASAP)		(\$42,728)
<b>Totals</b>	<b>\$62,753</b>	<b>(\$62,753)</b>

A motion by Adiyah Washington, seconded by Harry Lisa, *to approve extending the programs to a fifth quarter and the budget modifications as read was carried.*

**A roll call vote to approve: Seth Victor – yes; Shelby Klein - yes; Janice Conti – abstain; Georgina DeRosa – yes; Judge Magali Francois – yes; Harry Lisa – yes; Nick Montello – abstain; Liana Dinallo – yes; John Cutitto – abstain; Matt Stanislao – yes; Jorge Sandoval – not present; Linda Spiegel – yes; Jared Lautz – yes; Adiyah Washington – yes; Marie LaTesta - yes; (11 yes, 3 abstain, 1 not present).**

Adiyah also thanked Jamie, Robert, and the whole planning and contracts office for the well-executed and thought out BCYSC conference.

The Bylaws still need to be updated.

**Bergen County Division of Family Guidance (BCDFG) Regional Stationhouse Adjustment Program (RSAP)** – 11 Station House adjustments were initiated in December.

**BCDFG Psychological Evaluations (PE)** - 5 psychological assessments were completed during the month of December.

**BCDFG Positive Strides (PS)** - 6 youth are actively participating.

**BCDFG Using Technology Responsibly (UTR)** – 3 youth.

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 11 substance abuse evaluations. 6 treatment group sessions, BIPAS – 5 sessions, 8 youth

**BCDFG Culinary Arts for Teens** – 4 sessions a week are being offered. For the 4th quarter, over 100 youth participated in culinary education.

**BCDFG Alternatives to Detention (ATD)** – currently 4 youth on bracelets, 2 phone monitoring and 5 youth are not on electronic monitoring.

**Visions** – 6 residents

**Bergen's Place Youth Shelter** – 2 males and 3 females.

**Shelter Plus** – 7 residents

**Juvenile Detention Center (JDC)** – 18 youth, 10 males from Bergen County

**Teaneck Public Schools** – Nick Campestre reported they finished up their last cycle with 12 youth that were enrolled, a consistent 11 daily. There were many gains in the students. Outcomes will be reported this quarter. Most of the middle school students completed their first cycle and will return for a second cycle, which will be beneficial.

**Center for Modern Dance Education** – Corinne reported that CMDE was closed from December 16<sup>th</sup> until today.

**Children's Aid and Family Services** – Stephanie Drag reported that the Life Skills program finished up right before the winter break, and thankfully the flooding didn't impact the programming too much, and they started right back in Hackensack on January 2, 2024.

Robin Wanner added that they are moving forward with planning for January. The youth summit was a success. They collaborated with Jared Lautz and the County Executive Office. There were about 130 kids in attendance on December 1st. Jared reported it was a pleasure to partner with CAFS and to bring all the students together and see the kids realize they are in a room with likeminded youth like them.



**Probation** – Janice Conti said that are in the planning stage and will schedule the next pop within the next month or so.

**Big Brothers Big Sisters** – Rachel Kinne reported last month they had their holiday party. This month they will be doing vision boards. The BMW program as well as the Bergenfield High school program will be meeting next week.

**TMR Mental Health Care** – Adrianna Porcaro reported they ended the year with the same number as before. 9 in the mindset program and 6 youth enrolled in the youth program.

**NJ Juvenile Justice Commission (JJC)** – No report.

**NJ Juvenile Justice Commission/JDAI** – No report.

**Old Business** – None

**New Business** – None

**Announcements**

P.O. Matthew Stanislao took over the Juvenile Officers Association for Bergen County as the President. John Cutitto announced his retirement. His last day with BCDFG will be January 19, 2024. He thanked everybody for the support he received. The group gave John many accolades for all his hard work and dedication through the years.

The next BCYSC meeting will be Tuesday, February 6, 2024.

A motion by Seth Victor, seconded by Jorge Sandoval, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**  
Membership Meeting (Virtual)  
**February 6, 2024**

**Members:** Richard Nunes (designee for April Petersen); Martha Grant (designee for Mark Musella); Melissa DeBartolo; Janice Conti (designee for Amanda Marcino); Mitchell Badiner (designee for Dr. Howard Lerner); Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Dr. Nick Montello; Liana Dinallo; Kristen Ambrosio; Matt Stanislao; Jorge Sandoval; Linda Spiegel; Adiyah Washington

**Staff:** Jamie Ziegelhofer; Robert Sibi, Laura Farcas

**Ex-Officio:** Kyle Sheehan

**Resource:** Nick Campestre, Teaneck Public Schools; Mary Davey, West Bergen Mental Health; Stephan Drag and Robin Wanner, Children's Aid and Family Services; Mariela Gabriel and Jessica Mulligan, Superior Court NJ; Michele Hart-Loughlin, CBH Care; Rachel Kinne, BBBS; Tasia Milicevic, TMR; Javalda Powell and Renee Clark, Teaneck Comes Together; Shekinah Williams and Dean Pastras, Bergen's Promise; Rhona Vega, Parent Matterz, Mayra Cabrera, BC Division of Mental Health and Addiction Services, Darshell's OtterPilot

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Harry Lisa called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Linda Spiegel *to approve the BCYSC January 3, 2024, Membership Meeting Minutes was carried.* Martha Grant, Judge Magali Francois, Richard Nunes, and Melissa DeBartolo abstained.

**Superior Court of NJ – Family (Juvenile)/BCCJJSI Steering Committee** – Judge Francois discussed a recent uptick in caseload, out of home placements continue to increase, and the charges seen in Court are more serious. There is a long wait list for residential placements and parents are frustrated with what they perceive to be the lack of appropriate services. She reported many crisis petitions are escalating and DCP&P involvement. Anne Giacobbe is also seeing a lot of frustrated parents at DCP&P and discussed putting together an elevated resource list and a more creative approach to complicated needs. Dean Pastras discussed the large number of youth involved with Bergen's Promise and how he filled staff. He is hoping to collaborate with more groups now that positions are filled. Jamie Ziegelhofer gave a reminder that there is the MDT (multidisciplinary team) as a potential avenue to help specific youth. Kristen Ambrosio discussed the length of stay in the juvenile detention center (JDC) increasing and youth being brought in again due to the long wait for services.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo agreed with Judge Francois and announced the juvenile staff moved from room 159 to room 202A, with no changes on the telephone extensions. An update regarding Phase II of the construction at the Court House, the bidding is happening shortly, but has not started.

**Bergen County Prosecutor's Office/Juvenile** – Martha Grant had no report

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes agreed the caseload is very high and the charges are serious. The JDC has a large number of youth. The nature of the charges require waiver discussions, which lead to longer times to complete the case. He discussed the need for pre-trial services such as mentoring and felt the needs are greater.

He discussed with parents not affording transportation to get youth to Court. Jamie Ziegelhofer reminded me that the MDT has funds and could provide reimbursement for transportation services. Shekinah Williams said she should be informed at the MDT if a youth is not being provided services. A discussion was held regarding the pre-trial issues and services Rich is observing. He also reported observing school issues such as youth being suspended indefinitely and youth being transferred to alternative schools with no option to return to their previous school. This will be discussed further at MDT. He is also observing parent frustration and youth depression. Janice Conti echoed what Rich is observing. Parents and youth are being strongly encouraged to withdraw youth from school and attend online. This contributes to the feeling of helplessness and depression. There is a lack of socialization and youth want to return to school, which is very difficult and at times stigmatizing. Dean Pastras talked about collaborating for system improvement. Adiyah Washington suggested the topic of strategic collaboration to be added to the BCYSC Conference. There was a discussion regarding the long wait time for placements and the importance of streamlining the placement process and expediting placement.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer reported the 2023 program results report is in the process. The fourth quarter reports are still being completed. The 2024-2026 comprehensive plan and application has been approved. The certified assurance and grant conditions are being completed. The bylaws need to be updated and approved to send it with them. The Association of the Youth Service Commission Administrators sent a letter to the state requesting a clean copy of the regulations. The state sent the clean copy and this will hopefully speed up the updating process and a subcommittee meeting will be scheduled soon.

Adiyah Washington presented a budget modification for approval. The BCYSC Allocations subcommittee met on Thursday, February 1, 2024, and is recommending the following award modifications:

	Increase	Decrease
BCDFG Regional Stationhouse Adjustment Program (RSAP)		(\$5,170)
BCDFG Culinary Arts for Teens		(\$163)
BCDFG Using Technology Responsibly		(\$3,537)
BCDFG Positive Strides		(\$1,936)
BCDFG Adolescent Substance Abuse Program (ASAP)	\$10,806	
Totals	\$10,806	(\$10,806)

A motion by Adiyah Washington, seconded by Rosemarie Lobretto *to approve the award modification.*

**A roll call vote to approve: Richard Nunez - yes; Martha Grant – yes; Melissa DeBartolo – abstain; Janice Conti – abstain; Mitch Badiner – yes; Rosemarie Lobretto - yes; Anne Giacobbe – abstain; Judge Magali Francois - not present for vote; Harry Lisa – yes; Nick Montello – abstain; Liana Dinallo – yes; Kristen Ambrosio - abstain; Matt Stanislao – yes; Jorge Sandoval – abstain; Linda Spiegel – yes; Adiyah Washington – yes (9 yes, 6 abstain, 1 not present for vote).**

Adiyah Washington presented the scores and funding recommendations for the 2024-2026 comprehensive plan and application (the full report is attached).

A Request for Proposal (RFP) was issued for Priority Services identified in the 2024-2026 Bergen County Comprehensive Youth Services Plan. A total of approximately \$903,781 is available for the period January 1, 2024 to December 31, 2024. Nine (9) agencies submitted fifteen (15) proposals totaling \$1,561,904.00.

The BCYSC Allocations Committee, all of whom were devoid of conflict of interest, met on 1/2, 1/9, 1/11, 1/16, 1/18, and 2/1. They thoroughly reviewed and scored the proposals based on the weighted criteria included in the RFP.

The recommended allocation plan includes:

- Twelve (12) proposals scored above 85 and are recommended for funding at the designated amounts below totaling \$903,781.
  - Big Brothers Big Sisters of Coastal & Northern NJ (BBBS), One-to-One Youth Mentoring - \$53,780.50
  - Teaneck Public Schools, PASS (Police/Parents and School Students) Partnership Program - \$66,410
  - BC Dept. of Human Services, Division of Family Guidance (BCDFG), Psychological Evaluations - \$82,100
  - BCDFG, Regional Stationhouse Adjustment Program (RSAP) - \$98,334
  - BCDFG, Positive Strides (PS) - \$27,790
  - Children's Aid and Family Services, Botvin's Life Skills Training and Seven Habits - \$118,300
  - TMR Mental Health Care PC, Treat Me Right - Youth Program - \$213,600
  - BCDFG, Adolescent Substance Abuse Program (ASAP) - \$137,908
  - BCDFG, Culinary Arts for Teens - \$23,600
  - BCDFG, Using Technology Responsibly (UTR) - \$27,967
  - YWCA Northern New Jersey, Junior Jumpstart for Bergen County Youth - \$33,600
  - Children's Aid and Family Services, EPIC Youth Groups and Seeds of Change Youth Conference - \$20,391.50
- No funding is recommended for three (3) proposals that scored below 85.
  - Teaneck Comes Together, Inc. (TCT), TCT Youth Internship Program
  - Indian Hills Farm, LLC, A Stable Life - Equine Assisted Therapy and Learning
  - Exposure and Opportunities LLC (Parent Matterz), Sankofa Blueprint to Success Leadership Academy

A motion by Adiyah Washington, seconded by Harry Lisa *to approve the 2024 allocation report as presented.*

**A roll call vote to approve: Richard Nunez - yes; Martha Grant – yes; Melissa DeBartolo – abstain for BCDFG, yes for all other; Janice Conti – abstain; Mitch Badiner – yes; Rosemarie Lobretto - yes; Anne Giacobbe – not present for vote; Judge Magali Francois - not present for vote; Harry Lisa – yes; Nick Montello – abstain; Liana Dinallo – yes; Kristen Ambrosio - abstain; Matt Stanislao – abstain; Jorge Sandoval – abstain for BCDFG, yes for all other; Linda Spiegel – yes; Adiyah Washington – yes; (8 yes, 4 abstain, 2 abstain for BCDFG and yes to other, 2 not present for the vote).**

**Program Updates:**

**BCDFG Positive Strides (PS)** – 4 referrals for the month of January

**BCDFG Using Technology Responsibly (UTR)** – 3 referrals

**BCDFG Psychological Evaluations (PE)** – 4 referrals

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 2 females and 6 males and 5 in the current BIPAS group, 15 assessments in January

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** - 23 referrals in the month of January, currently serving 13 municipalities and 58 municipalities to date since the inception of the program. There was a first time referral from Carlstadt. They are up 11 referrals from last year and announced that they received their 500th referral since the inception of the program. It is a big milestone for the program.

**Visions** – 6 youth, 4 males and 2 females

**Shelter Plus** – 7 youth, 5 males and 2 females.

**Bergen's Place Youth Shelter** – 6 youth

**BCDFG Alternatives to Detention (ATD)** – 12 youth in total; 5 youth males on bracelets electronic monitoring (BEM), 2 youth phone electronic monitoring (PEM) and 5 male youth are on regular atd

**BCDFG Culinary Arts for Teens** – no report

**Juvenile Detention Center (JDC)** – 21 youth, 13 from Bergen County. The JDC can use an outside basketball court especially with the increase in youth.

**Teaneck Public** – Currently operating in the extension of the 5th quarter. 10 high school students and 11 middle school students

**Center for Modern Dance Education** – no report

**Children's Aid and Family Services** – LST is in the 5<sup>th</sup> Quarter in Hackensack and Teaneck. They are unable to add youth to JAMS. Jamie Ziegelhofer is in contact with the State to extend the JAMS contracts. EPIC is in Lodi doing their strategic prevention framework training on February 15<sup>th</sup> and providing community programming in Englewood, Dwight Morrow High School is doing a glitter jar event in the next couple weeks.

**Probation** – They are kicking off 2024 with our first parent orientation program group on next Tuesday

**Big Brothers Big Sisters** – The program is continuing to match youth in the community based program. The Bergenfield High School program partnered with the Sheriff for a session. The BMW program is meeting today and is focusing on self-love and positive affirmations for Valentine's Day.

**TMR Mental Health Care** – Same number of youth are currently enrolled in the program. There is a waitlist of 3. They were able to hire a therapist last month, which will help with the waitlist. They are grateful for the 5<sup>th</sup> quarter to continue to support the youth and their families. We have a pediatric emergency right now in our state for mental health concerns for kids.

They see a lot of kids coming in with self-injurious behaviors, suicidal thoughts, their abusing substances, a lot of anxiety and depression and a lot of school refusal because of things like bullying and cyber bullying.

**NJ Juvenile Justice Commission (JJC)** – No report but will look in the JAMS for the 5<sup>th</sup> Quarter.

**NJ Juvenile Justice Commission/JDAI** – The JDAI conference is going to be in Washington, DC on May 29th to June 1st, 2024, engaging youth, turning passion into policy is the theme for this year. (Correction Coalition for Juvenile Justice Conference)

**Old Business** – none

**New Business** – Bergen’s Promise is hosting an inaugural Legislative Breakfast on May 3, 2024 at Biagio’s in Paramus. The purpose is educating legislators on the children's system of care and in particular Bergen’s Promise, who is serving 1650 youth in this county. It is a good opportunity to network with different legislators for your own programs and support. Michele Hart-Loughlin asked if it would be possible to plan a full child family team meeting in partnership with the MDT for each one of the youths who fall under the umbrella of intense concern that Dean, Richard, Janice and Liana highlighted. Dean Pastras would like to talk offline regarding the question and some of the issues brought up at the meeting.

**Announcements** - The next BCYSC membership meeting is scheduled for Tuesday, March 5, 2024

A motion Nick Montello, seconded by Rosemarie Lobretto, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

## BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)

Membership Meeting (Virtual)

April 2, 2024

**Members:** Richard Nunes (designee for April Petersen); Martha Grant (designee for Mark Musella); Melissa DeBartolo; Shelby Klein; Janice Conti (designee for Amanda Marcino); Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Judge Magali Francois (designee for Judge Melchionne); Harry Lisa (designee for Tammy Molinelli); Dr. Nick Montello; Liana Dinallo; Kristen Ambrosio; Matt Stanislaw; Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Tara Smith

**Staff:** Jamie Ziegelhofer; Robert Sibi

**Ex-Officio:** Kristen Schwendeman

**Resource:** Nick Campestre, Teaneck Public Schools; Stephanie Drag, Children's Aid and Family Services; Mariela Gabriel and Marcia Hartkopp, Superior Court of NJ; Michele Hart-Loughlin, CBH Care; Rachel Kinne, Big Brothers Big Sisters; Javalda Powell, Teaneck Comes Together; Shekinah Williams, Bergen's Promise; Amanda Walker, Bergen CMRSS; Darshell's OtterPilot

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Harry Lisa called the Membership Meeting to order.

Kristen Ambrosio introduced Tara Smith. She is the new Bergen's Place Youth Shelter Administrator and is a new member of the BCYSC.

A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto *to approve the BCYSC February 6, 2024, Membership Meeting Minutes was carried.*

**Superior Court of NJ – Family (Juvenile)/BCCJJSI Steering Committee** – Judge Francois reported sharing the drug treatment court solicitation. There are grants available. The purpose of the grants are to implement new and innovated approaches and improve outcomes for youth with substance use and co-occurring mental health disorders. Jamie Ziegelhofer signed up for the webinar to receive more information and will share the notice after the meeting. Judge Francois also reported she attended a three-day inspiring summit in Cleveland. NJ has implemented much of what was presented at the summit. She came back with some ideas specifically a therapeutic animal program. A discussion was held regarding the possibility of this program with many members interested and a further discussion will take place offline.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported there are three new Judges, but it does not affect Juvenile. The Juvenile Unit moved to 202A. There were no updates on Phase II of the construction.

**Bergen County Prosecutor's Office/Juvenile** – Martha Grant had no report.

**NJ Office of the Public Defender-Juvenile/Bergen** – Richard Nunes reported they are very busy. He is still seeing a challenge in getting youth in programs. He reported a challenge with a particular youth in crisis going to New Bridge and being released very quickly without stabilization. He stated youth with severe mental health issues do not belong in JDC and there needs to be a better way to help them. He reported his concern over education issues. He is seeing youth giving up hope when they are sent to alternative and online schools and are not allowed a way back to their former schools. Jamie Ziegelhofer suggested discussing more specific youth at MDT.

There was also a discussion regarding youth in detention and how they are served by their current school. Dr. Montello reported being aware of the issues and working on them when feasible at the JDC.

Janice Conti furthered the discussion stating they are seeing youth post adjudication are also having education issues such as not being allowed back in school because of an offense that happened outside of school. They are missing the socialization as well as negatively affecting their education.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer reported the fifth quarter has ended. 2023 will be closing shortly. The 2024 Contracts are pending and will be in JAMS soon. As they are completed, an email will be sent to the agencies. She reiterated MDT is meeting and it is a good venue to bring up the needs you are seeing for specific youth in order to come up with a solution. The bylaws are being updated and the subcommittee will meet once they are completed to review and/or amend them. Michele Hart-Loughlin asked how to discuss a youth. The person that can add a youth for discussion is MDT coordinator Valerie Park.

**Program Updates:**

**BCDFG Positive Strides (PS)** – 5 referrals for the month of March

**BCDFG Using Technology Responsibly (UTR)** – 3 referrals in March

**BCDFG Psychological Evaluations (PE)** – 5 referrals in March

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 2 females and 5 males and 6 in the current BIPAS group, PAVE is taking referrals

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** - 23 referrals in the month of March, currently serving 8 municipalities and 59 municipalities to date since the inception of the program. There was a first time referral from Haworth. They are up 9 referrals from last year.

**Visions** – 5 youth, 2 males, 2 females, and 1 transgender

**Shelter Plus** – 7 youth, 5 males and 2 females.

**Bergen's Place Youth Shelter** – 6 youth, 4 males and 2 females, 3 Bergen County and 3 out of county youth

**BCDFG Alternatives to Detention (ATD)** – 18 youth in total; 8 youth on bracelets electronic monitoring (BEM), 0 youth phone electronic monitoring (PEM) and 10 youth are on regular ATD

**BCDFG Culinary Arts for Teens** – 15 youth

**Juvenile Detention Center (JDC)** – 18 male youth, 12 from Bergen County and 6 out of county. The length of stay has been a growing issue with approximately 60% of youth in the JDC for five months or longer. This affects the education issue.

**Teaneck Public Schools** – 21 youth, 10 high school students, and 11 middle school students



**Children's Aid and Family Services** – Stephanie Drag announced Robin Wanner moved on from the agency. LST is currently planning the fourth marking period. EPIC youth group in Lodi is up to 11 youth.

**Probation** – The parent orientation program (POP) met on March 19<sup>th</sup> with 6 parents attending. A paint night will be in April and a second POP will be in May. Ice Cream with the Chief event will be in June. Janice Conti will have an intern from Montclair helping with events for the youth.

**Big Brothers Big Sisters** – The program is continuing to match youth in the community based program with matches in New Milford, Hackensack, and Rutherford. The Bergenfield High School program and BMW program have six sessions remaining.

**TMR Mental Health Care** – no report

**NJ Juvenile Justice Commission (JJC)** – no report

**NJ Juvenile Justice Commission/JDAI** – no report

**Old Business** – none

**New Business** – Shelby Klein reported the stigma free sticker contest ends this Friday. May 1<sup>st</sup> is the Stigma Free Symposium highlighting the power of youth voice. They are sponsoring a social work ethics training in late May for CEUs with the Human Services Institute. In August they are sponsoring a municipal alliance event for overdose awareness day. Jared Lautz announced at the end of April two divisions under the Department of Human Services will be renamed: Office for Children will be named the Division of Child Care and Resources, and Special Child Health Services will be called the Office of Child Development.

**Announcements** - The next BCYSC membership meeting is scheduled for Tuesday, May 7, 2024.

A motion Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**  
Membership Meeting (Virtual)  
**May 7, 2024**

**Members:** Seth Victor (designee for Mark Musella); Melissa DeBartolo; Shelby Klein; Janice Conti (designee for Amanda Marcino); Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Harry Lisa (designee for Tammy Molinelli); Dr. Nick Montello; Tara Smith; Kristen Ambrosio; Matt Stanislao; Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Adiyah Washington;

**Staff:** Jamie Ziegelhofer; Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Mayra Cabrera, BC Division of Mental Health and Addiction Services; Stephanie Drag, Children's Aid and Family Services; Michele Hart-Loughlin, CBH Care; Lisa Cieplechowicz, Big Brothers Big Sisters; Tasia Milicevic, TMR; Jessica Mulligan, Superior Court; Stephanie Trusty, Englewood Public Schools; Shekinah Williams, John Dixon, Sheila Foster; Cheyenne Larusso, Bergen's Promise; Amanda Walker, Bergen CMRSS; Rhona Vega, Parent Matterz

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Harry Lisa called the Membership Meeting to order.

A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto **to approve the BCYSC April 2, 2024, Membership Meeting Minutes was carried, all in favor.**

**Superior Court of NJ – Family (Juvenile)/BCCJJSI Steering Committee** – No report

**Superior Court of NJ–Family (Juvenile)** – No report

**Bergen County Prosecutor's Office/Juvenile** – Seth Victor reported that there might be a change coming soon for the bodiless warrants for juveniles. It may be possible for police to file a warrant without physically having custody of the juvenile. He will report more information when available. Unfortunately, there are a lot of cases currently.

**NJ Office of the Public Defender-Juvenile/Bergen** – No report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer reported that we are close to closing out 2023. The fifth quarter reports are done and once finalized the end of the year (2023) report will be presented. 2024 plan and application is done. A few more program profiles must be completed and the paperwork will be sent to the State with our award package and then we'll be getting the executed awards.

Jamie Ziegelhofer presented the 2023 YWCA Junior Jumpstart program review scores and recommendations.

A motion by Rosemarie Lobretto, seconded by Shelby Klein **to approve the 2023 YWCA program review was carried, all in favor.**

The program reviews for 2024 are being scheduled. The first site visit, Big Brother, is scheduled on May 20, 2024, at 3:00 PM and the virtual formal monitoring will be held on May 23, 2024, at 10:00 AM. We will need two qualified voting members to attend.

The Probation site visit is scheduled on June 25, 2024. The virtual formal monitoring will follow at the later date. MDT is still meeting.

Harry introduced Cheyenne Lorusso from Bergen's Promise for a presentation named: "Specialized Care Coordinator", which described her role, how it was created, and what she does for youth with problematic sexual behaviors. Her contact information is Cheyenne Lorusso [clorusso@bergenspromise.org](mailto:clorusso@bergenspromise.org), work cell: (551)-228-3323 and her supervisor, Jose Rodriguez [jrodriguez@bergenspromise.org](mailto:jrodriguez@bergenspromise.org), work cell: (201) 448-5931

**Program Updates:**

**BCDFG Positive Strides (PS)** –3 referrals for the month of April

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals in April

**BCDFG Psychological Evaluations (PE)** – 6 referrals in April

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 2 females and 6 males and 4 youth in the current BIPAS group, PAVE is taking referrals.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 15 referrals in the month of April, currently serving 9 municipalities and 59 municipalities to date since the inception of the program. Seth Victor provided great feedback from all the officers who worked with Samantha, praising this resource as being effective and most successful.

Kristen announced that the Regional Stationhouse Adjustment Program\_conference will be coming up in October and planning to move it to Biagios

**Visions** – 5 youth residents, 2 males, 2 females, and 1 transgender youth

**Shelter Plus** – 7 youth, 5 males and 2 females

**Bergen's Place Youth Shelter** – 7 youth, 5 male and 2 female, 4 from Bergen County and 3 out of County. On April 27 the youth were involved in a volunteering opportunity, *Slam Dunk the Junk in Hackensack*, 6 youth actively participated

**BCDFG Alternatives to Detention (ATD)** – 18 youth in total; 8 youth on bracelet electronic monitoring (BEM), 3 youth phone electronic monitoring (PEM) and 7 youth are on regular, non-electric monitor ATD

**BCDFG Culinary Arts for Teens** – There were no new referrals, but 45 youth participated in the program

**Juvenile Detention Center (JDC)** - 15 juveniles, 12 from Bergen County and 3 out of County. Jorge Sandoval reported a lot of youth from out of county youth and out of state committing offenses in Bergen. Seth Victor added that there is a legislative proposal, which he will keep all informed, that juveniles will stay in the County of the offense as opposed to going back to the County of residence. This will impact Bergen in many ways. One of which, would be a potential longer time in detention since youth will not be able to partake in ATD if they are out of county/state the way it is currently set up.

New Jersey Juvenile Detention Association annual training conference will be from September 11th through the 13th at The Tropicana Hotel in Atlantic City, NJ. More information will be posted on their website: [www.njjda.org](http://www.njjda.org)

**Teaneck Public Schools** – No report

**Children's Aid and Family Services** – Stephanie Drag mentioned that the schools are entering into the 4th marking period, finishing the school year within the next few weeks. 7 Habits of Highly Effective Teens in partnership with Bergen Family Center in their job training program is planned in Englewood. EPIC Lodi is now up to 16, kids including one ninth grader that started as an eighth grader.

**Probation** –Painting with a Purpose had two youth paint with their mothers. . The 2nd quarter parent orientation program is scheduled for the end of May. The ice cream with the Chief event will be in June. Potting a Plant will also be scheduled soon. She also wanted to mention how much she appreciates the BCYSC. The group is well connected and has key players sitting at the table. It is not like that in many of the other counties.

**Big Brothers Big Sisters** – Lisa Cieplechowicz reported on behalf of Rachel Kinne. BMW and the Middle School program are doing well. Some of their activities include mental health Jeopardy, a diversity quilt and Shark Tank. The programs have a few sessions left.

**TMR Mental Health Care** – Tasia Millicevic reported that they had good start for this year and are looking for about 50 more youth for the remainder of the year.

**NJ Juvenile Justice Commission (JJC)** – No report. Kyle Sheehan reminded everybody monitoring are coming up and the importance of attending. Also, the JJC is updating JAMS and adding the monitoring tools in JAMS. Any suggestions from the agencies are welcomed.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – Rosemarie Lobretto followed up on the youth education needs having trouble being met. Janice reported two youth were discussed at MDT, which was what was suggested last meeting. MDT is a better venue to resolve those issues.

**New Business** - Matt Stanislao. President of the Bergen County Juvenile Officers Association, mentioned a video. The production, entitled "BREATHE" which is described as “a first-person POV short film in which high school students worry about getting in trouble for calling 911 for a friend who has overdosed. This initiative was a collaborative effort by local and county agencies throughout Bergen County NJ to promote The Good Samaritan Law and to model behaviors necessary to help save someone's life who has overdosed. Final takeaway messages include the purpose of these types of laws and reasons to resist the urge to panic or run away in this situation.”  
[www.youtube.com/watch?v=mUELcQNXGEk](http://www.youtube.com/watch?v=mUELcQNXGEk) many schools are using it for risk prevention during prom season. Please share it accordingly.

Stephanie Tandy inquired about the membership asking for a list of members and a description of what they do and/or resources they provide. Jamie Ziegelhofer will get in touch with her after the meeting.

Shelby Klein from the Bergen County Division of Mental Health and Addiction Services reminded everyone that May is Mental Health Month. The Hope One vehicle with Stigma Free logo on it, can be brought to any office, school, or to community or wellness fair events. She also invited those interested to join any of the committees like the Children's Interagency, Coordinating Council, CIACC, Mental Health Board, the Addictions Professional Boards, the Addictions Advisory Boards, etc. Shelby reminding everybody there is opioid funding. The RFP is currently open.

Michele Hart-Loughlin reported strike out stigma game being held May 19<sup>th</sup> at 4:30pm at the Hinchliffe Stadium in Paterson.

Adiyah Washington reported the Benjamin Franklin Middle School in Teaneck is looking for Bergen County Asian American and Jewish American community members to share their heritage virtually as part of their celebration this month.

Harry Lisa reminded everybody it is monitoring season and all are encouraged to attend.

The next BCYSC membership meeting is scheduled for Tuesday, June 4, 2024.

A motion Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Laura Sirbu

Reviewed by: Jamie Ziegelhofer, MSW, LSW

BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**June 4, 2024**

**Members:** Kristen Ambrosio; Mayra Cabrera (designee for Shelby Klein); Janice Conti (designee for Amanda Marcino); Melissa DeBartolo; Liana Dinallo; Judge Magali Francois (designee for Judge Melchionne); Jared Lautz (designee for James J. Tedesco III); Harry Lisa (designee for Tammy Molinelli); Rosemarie Lobretto; Dr. Nick Montello; Richard Nunes (designee for April Petersen); Tara Smith; Linda Spiegel; Matt Stanislao; Seth Victor (designee for Mark Musella)

**Staff:** Jamie Ziegelhofer; Robert Sibi

**Ex-Officio:** Kyle Sheehan

**Resource:** Serena Sadishian and Johana Cruz, YWCA; John Dixon; Stephanie Drag and Jo Ponticello, Children's Aid and Family Services (CAFS); Mariela Gabriel, Superior Court; April Harrison, Bergen CC; Michele Hart-Loughlin, CBH Care; Rachel Kinne, Big Brothers Big Sisters; Tasia Milicevic, TMR; Rhona Vega, Parent Matterz; Amanda Walker, Bergen CPNJ; Shekinah Williams, Bergen's Promise; Bryanna

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Harry Lisa called the membership meeting to order.

A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto *to approve the BCYSC May 7, 2024, Membership Meeting Minutes was carried, Liana Dinallo abstained.*

**Superior Court of NJ – Family (Juvenile)/BCCJJSI Steering Committee** – Judge Magali Francois discussed the complexity of the cases she is seeing. The youth have severe mental health issues. She stated that there have been challenging cases with significant mental health issues and the resources for the residential placements are unavailable or nonexistent. The wait time can be a set up for failure. They are seeing a lot of traumas among the youth and acting out behavior and most programs do not allow second chances for youth who run away or have an infraction. Janice Conti also brought up the challenges facing youth on probation that are sent home with medication and then are unable to obtain the medication for various reasons. There is a lack of availability of the psychiatrists, missed appointments, and a lack of parent follow through. This also is a set up for failure. Richard Nunes voiced concern over the quality of the psychiatric evaluations received for court involved youth. Jamie Ziegelhofer discussed the difficulty in finding a psychiatrist to use with the client specific funds due to the lack of availability and the manner in which they must be paid. The need for extensive evaluations is growing. It was mentioned that psychiatric cases increased post-covid.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported they currently have a roster of 95 cases of which 24 cases, representing 14 juveniles, are over goal. She reiterated the necessity for psychiatric evaluations, because of the level of the offenses they are seeing and are increasing. She reminded all that the juvenile staff is at 202A. They are working hard to resolve cases since it is the end of the court year.

**Bergen County Prosecutor's Office/Juvenile** – Seth Victor reiterated what the Judge discussed. There is a new warrant option. They can now do bodiless warrants. If the youth is not in custody, a warrant can be issued. There is a process on if it can be issued and how. He anticipates it will be used sparingly.

**NJ Office of the Public Defender-Juvenile/Bergen** –Richard Nunes also reiterated level of severity and complexity of the cases. Many youths need residential and it is not available. One issue compounds another issue. Hospitalization is needed for several kids that do not belong in detention, but instead need mental health services.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer reported that 2023 is finalized. The numbers will be a little off due to the fifth quarter. The first quarter of 2024 is almost complete as well. The 2024 Plan paperwork and program profiles are continuing to be finalized. The program reviews have begun and scores will be presented at the next meeting. Harry Lisa will be reaching out to qualified members to help with the program reviews and site visits. MDT (Multi-Disciplinary Team) is still meeting and trying to resolve some of the issues that have been brought up at this meeting. The bylaws will be updated soon.

BCYSC Allocations reviewed a budget modification request for TMR and is presenting it for approval. The personnel line was decreased by \$8,400, reduced personnel line A from \$200,000 to \$191,600. Facility costs increased to \$10,000 and consultants/professional fees/trainings from \$2,500 to \$4,500 for trainings. Material and Supplies reduced from \$2,600 to \$2,000.

A motion by Rosemarie Lobretto, seconded by Harry Lisa, **to approve the 2024 TMR budget modification budget, was carried.**

**A roll call vote to approve: Richard Nunez - yes; Seth Victor - yes; Melissa DeBartolo – yes; Mayra Cabrera – yes; Janice Conti – abstain; Rosemarie Lobretto – yes; Judge Magali Francois - abstain; Harry Lisa – yes; Nick Montello – yes; Liana Dinallo – yes; Tara Smith – yes; Kristen Ambrosio - yes; Matt Stanislao – yes; Linda Spiegel – yes; Jared Lautz – yes; (13 yes, 2 abstain).**

**Program Updates:**

**BCDFG Positive Strides (PS)** – 0 referrals in May

**BCDFG Using Technology Responsibly (UTR)** – 10 referrals in May

**BCDFG Psychological Evaluations (PE)** – 6 referrals in May

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 9 youth in the program (2 females and 7 males), 3 evaluations in May, 5 youth in the current BIPAS group, and none in PAVE.

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 26 referrals in May serving a total of 59 municipalities. No first-time referrals, but referrals are up by 11 more than last year.

**Visions** – 6 youth residents (3 males, 2 females, 1 transgender)

**Shelter Plus** – 7 youth (5 males and 2 females)

**Bergen’s Place Youth Shelter** – 8 youth (5 male and 3 female), 6 from Bergen County and 2 out of County. One is basic center youth

**BCDFG Alternatives to Detention (ATD)** – 18 male youth in total, no females, 8 youth on bracelet electronic monitoring (BEM), 4 youth phone electronic monitoring (PEM), and 6 youth are on regular, non-electric monitor ATD.

**BCDFG Culinary Arts for Teens** – 35 youth participated in the program in May

**Juvenile Detention Center (JDC)** - 12 youth, 10 from Bergen County.

**Teaneck Public Schools** – No report

**Children’s Aid and Family Services** – Preparing for the 7 Habits of Highly Effective Teens in partnership with Bergen Family Center this summer. The EPIC is now up to almost 20 youth in the community of Lodi. A survey will be sent out regarding the Seeds of Change conference.

**Probation** – Jonathan Palaguachi is no longer in the juvenile unit due to departmental needs, but will assist with the bilingual needs of the program. All his cases have been reassigned between Steve Havens and Amanda Evans. Currently the juvenile unit is left with 4 staff members. The parent orientation program went well, taking place on May 21<sup>st</sup> for the 2<sup>nd</sup> quarter. All families participating were Spanish speakers.

**Big Brothers Big Sisters** - The community-based program is continuing to enroll and match the youth with mentors. The site-based programs are ending.

**TMR Mental Health Care** – 15 youth enrolled in the program and a few youth are waiting to start. A lot of domestic violence cases are coming in, parents separating, some school refusal and many kids self-harming. TMR can help with therapy and medication management, having the kids see a provider consistently, but currently no one can do forensic reporting.

**NJ Juvenile Justice Commission (JJC)** – No report. Kyle Sheehan reminded everyone that monitorings are coming up and the importance of attending.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – Matt Stanislao reminded all of the production, entitled "BREATHE", which is described as a first-person POV short film in which high school students worry about getting in trouble for calling 911 for a friend who has overdosed, promoting The Good Samaritan Law and to model behaviors necessary to help save someone's life who has overdosed. It can be viewed at this site: [www.youtube.com/watch?v=mUELCqNXGEk](http://www.youtube.com/watch?v=mUELCqNXGEk). The video is being used for many things such as prom, probation etc. He will be doing a second video in 2025 called “angst” about anxiety.

**New Business** – Melissa DeBartolo announced she will be on maternity leave starting June 28<sup>th</sup> and the County’s Deputy Chief of Staff, Jared Lautz, will cover in her absence.

John Dixon announced Bergen Promise is holding the Health Bodies Health Minds Family Wellness Fest on Saturday, June 8<sup>th</sup> (9am-2pm) at Overpeck Park in the Amphitheatre.

Rhona Vega made two announcements: Thursday, June 6<sup>th</sup> at Dwight Morrow High School will be a resource fair for the high school (7th and 8th grader) from 10am-2pm, and on Sunday, June 9<sup>th</sup> there is a Teaneck Community Picnic in Votee Park in Teaneck.



Jared Lautz announced The Pride Family Fun Day at the Bergen County Zoo on Sunday, June 23rd. There will be music, food trucks, and resource tables if anybody is interested.

The next BCYSC membership meeting is scheduled for Tuesday, July 2, 2024.

A motion Rosemarie Lobretto, seconded by Kristen Ambrosio, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Laura Sirbu

Reviewed by: Jamie Ziegelhofer, MSW, LSW

BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**August 6, 2024**

**Members:** Kristen Ambrosio; Janice Conti (designee for Amanda Marcino); Liana Dinallo; Judge Magali Francois (designee for Judge Melchionne); Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Martha Grant (designee for Mark Musella); Shelby Klein; Jared Lautz (designee for James J. Tedesco III); Harry Lisa (designee for Tammy Molinelli); Tammy Molinelli; Rosemarie Lobretto; Dr. Nick Montello; Richard Nunes (designee for April Petersen); Jorge Sandoval; Tara Smith; Linda Spiegel; Matthew Stanislao; Adiyah Washington

**Staff:** Jamie Ziegelhofer; Robert Sibi, Laura Sirbu

**Ex-Officio:** Kyle Sheehan

**Resource:** Lisa Cieplechowicz, Big Brothers Big Sisters (BBBS); Johana Cruz, YWCA; John Dixon, Bergen's Promise; Stephanie Drag and Jo Ponticello, Children's Aid and Family Services (CAFS); Michele Hart-Loughlin, CBH Care; Marcia Hartkopp, Superior Court of NJ; Tasia Milicevic and Nayeli Vicente, TMR Mental Health Care; Rhona Vega, Parent Matterz; Javalda Powell, Teaneck Comes Together; Amanda Walker, Care Plus

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Harry Lisa called the membership meeting to order.

A motion by Kristen Ambrosio, seconded by Rosemarie Lobretto *to approve the BCYSC June 4, 2024, Membership Meeting Minutes was carried.* Judge Magali Francois and Martha Grant abstained.

**Superior Court of NJ – Family (Juvenile)/BCCJJSI Steering Committee** – Judge Francois reported the juvenile calendar is busy with numerous out of county car thefts.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported the AOC is doing site visits in an effort among all counties to have uniform procedures and practices. Jessica Mulligan is now the full-time juvenile team leader. They ended the year with a small backlog.

**Bergen County Prosecutor's Office/Juvenile** – Martha Grant had no report.

**NJ Office of the Public Defender-Juvenile/Bergen** - Richard Nunes agreed the court is very busy and all the cases on the calendar today. He also announced the new acting deputy is Eileen McFarland.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer reported on the site visits and formal program reviews conducted, including:

Bergen County Division of Family Guidance (BCDFG), Psychological Evaluation (PE): formal program review results: 94.5 total points received out of 96 points (98.4%), with a recommendation to fill a vacant position.

BCDFG Adolescent Substance Abuse Program (ASAP): formal program review results: 122 total points received out of 123 points; (99.2%), with recommendations to fill vacant position, explore other transportation options, outings and other activities, and ways to increase parent engagement.

BCDFG Adolescent Substance Abuse Program (ASAP): The site visit took place at the Conklin Youth Center, 125 Essex Street, Hackensack. The team started with a file review. They reviewed four open and three closed files. The files were uniform and in good order.

The team then interviewed 2 youth. One youth came late to the program. The youth answered the questions but were a little resistant. They spoke highly of the food and the cooking class. One youth was frustrated with his lack of progress. He said he wanted more help but did not know what he needed. The team then observed the group. The theme of the group was perception. The staff leads the group and encourages peer-to-peer support among them.

A motion by Shelby Klein, seconded by Rosemarie Lobretto, *to approve the BCDFG PE and BCDFG ASAP virtual program reviews and BCDFG ASAP site visit report was carried.* Kristen Ambrosio, Nick Montello, Tara Smith, Jorge Sandoval and Jared Lautz abstained.

Big Brothers Big Sisters of Coastal & Northern New Jersey (BBBS): The site visit took place in the cafeteria of Roy W. Brown Middle School, located at 130 S. Washington Avenue in Bergenfield. Program manager Rachel Kinne greeted the monitoring team, who then interviewed three youth participants. The youth provided positive feedback, expressing that they enjoyed the interactive games, making new friends, and would recommend the program to others. They also requested a session or tour at the high school before the end of the year. The team observed an interactive "Shark Tank" activity, where the youth were divided into groups to create and pitch a product to their peers, who then voted on the best one. The youth were actively engaged, demonstrating skills like time management, teamwork, and public speaking. The staff were professional, encouraging, and positively interacting with the participants. The team was able to review the first section of the monitoring tool.

BBBS formal program monitoring reviews results: 106.5 total points received out of 107 points (99.5%) with a recommendation is to have the middle school youth visit and/or meet at the high school to get familiar with the environment.

A motion by Harry Lisa, seconded by Rosemarie Lobretto, *to approve the BBBS virtual program monitoring review was carried.*

Jamie Ziegelhofer reported the required documentation (certified assurances and grant conditions) was submitted to the State for the 2024 - 2026 Plan and application.

The Bylaws are still being updated and will be presented possibly at next month's meeting. The 2025 Plan Update has not yet been released. The following virtual program reviews are scheduled: YWCA on Thursday, August 13th at 10:00 am; TMR Mental Health Care on August 12th at 10:00 am; BCDFG Culinary Arts is rescheduled for Friday, August 16th at 10:00 am; and Teaneck Public Schools will be reviewed in October 2024. MDT is meeting on August 8th.

Harry Lisa thanked all participants for their involvement in the program reviews

### **Program Updates:**

**BCDFG Alternatives to Detention (ATD)** – 11 youth in total, 7 youth on bracelet electronic monitoring (BEM), 2 youth phone electronic monitoring (PEM), and 2 youth are on regular ATD.

**BCDFG Culinary Arts for Teens** – 25 youth participated in the program being referred by Youth Resources, ASAP, Essex House and Empower House on a weekly basis. Ro suggested purchasing ingredients and giving it to the kids with the recipe so they could cook at home as well.

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 8 youth in the program (3 female and 5 male), 5 youth just completed BIPAS cycle.

**BCDFG Positive Strides (PS)** – 3 referrals in July

**BCDFG Using Technology Responsibly (UTR)** – 0 referrals in July

**BCDFG Psychological Evaluations (PE)** – 1 referral in July

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 28 referrals in July serving a total of 59 municipalities. Twelve municipalities in July, which is an increase of 8 referrals more from this time last year.

**Visions** – 7 young adult residents (4 male, 2 female, 1 transgender)

**Shelter Plus Care** – 7 youth (5 male and 2 female)

**Bergen's Place Youth Shelter** – 7 youth (3 male and 4 female), 2 from Bergen County and 5 out of county. The shelter has a capacity of 16 beds.

**Juvenile Detention Center (JDC)** – 6 male youth, 4 from Bergen County and 2 out of county. The numbers were reduced because of staff retention. They are continuing to recruit new staff. New Jersey Juvenile Detention Association annual training conference will be from September 11th through the 13th at The Tropicana Hotel in Atlantic City, NJ. More information can be found on their website: [www.njjda.org](http://www.njjda.org). The basketball court is out for bidding and may be done before the winter.

**Teaneck Public Schools** – No report

**Children's Aid and Family Services** – National Night Out is today and there are 6 cancellations of the 20 so far due to weather. The 7 Habits' of Highly Effective Teens was completed. Stephanie Drag thanked those responding to the survey for the Seeds of Change conference.

**Probation** – During the summer, the program slows down due to vacations. Next parent orientation program is scheduled for September 24th.

**Big Brothers Big Sisters** – The school program is on pause for the summer but preparing up for the fall, actively developing curriculum for the school year focusing on coming up with activities that are going to be engaging and meaningful. The staff had the opportunity to go through a training geared towards strategies on how to elevate and energize the program sessions. A successful match happened at the end of July with a nine-year-old mentee from North Arlington who is so excited to meet his Big Brother.

**TMR Mental Health Care** – During the summer, it is slow due to vacations. Currently there are 20 kids enrolled.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported that JJC had a graduation for six residents in the entrepreneurship program, which took place twice a week for six months. Another initiative taking place is making sure that all our eligible youth will be registered to vote.

There were 117 registered voters in the JJC. There are six youth from Bergen County in the JJC currently, which is a high number.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – none

**New Business** – Matt Stanislao reported that the Bergen County Juvenile Officers Association is partnering with Bergen’s Promise to provide training that will connect juvenile detectives with the clinicians to demonstrate the power of behavioral health interventions and reduce the number of cases going through the court system. Additionally, John Dixon shared that Bergen’s Promise is creating a new court operations manager position.

Jamie Ziegelhofer reported Marie LaTesta, who previously served as a designee for Louis DeLisio, is no longer employed by the County and will not attend any future BCYSC meetings. She reached out to the office but has not heard back. She was a very active member and will be missed.

The next BCYSC membership meeting is scheduled for Wednesday, September 4, 2024.

A motion Rosemarie Lobretto, seconded by Shelby Klein, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Laura Sirbu  
Reviewed by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**October 1, 2024**

**Members:** Kristen Ambrosio; Janice Conti (designee for Amanda Marcino); Liana Dinallo; Judge Magali Francois (designee for Judge Jane Gallina Mecca); Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Jared Lautz (designee for James J. Tedesco III); Rosemarie Lobretto; Dr. Nick Montello; Richard Nunes (designee for April Petersen); Sean Croal (designee for Matthew Stanislao), Linda Spiegel; Adiyah Washington; Seth Victor (designee for Mark Musella)

**Staff:** Jamie Ziegelhofer; Robert Sibi; Laura Sirbu

**Ex-Officio:** Kyle Sheehan; Kristen Schwendeman

**Resource:** Nick Campestre, Teaneck Public Schools; Lisa Cieplechowicz, Big Brothers Big Sisters (BBBS); Shekinah Williams, Bergen's Promise; Stephanie Drag and Jo Ponticello, Children's Aid and Family Services (CAFS); Marcia Hartkopp and Jessica Mulligan Superior Court of NJ; Tasia Milicevic and Megan Breeman, TMR Mental Health Care; Javalda Powell, Teaneck Comes Together; Amanda Walker, Care Plus; Nuesi Jamirca, BC Prosecutor Office

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Adiyah Washington called the membership meeting to order

A motion by Rosemarie Lobretto, seconded by Liana Dinallo *to approve the amended BCYSC August 6, 2024, Membership Meeting Minutes was carried.*

**Superior Court of NJ – Family (Juvenile) / Bergen County Council on Juvenile Justice System Improvement (BCCJJS) Steering Committee** – Judge Francois reported that while the overall case counts have dropped slightly over the summer, the severity and difficulty of the remaining cases have increased tremendously. The judge noted a rise in possession of illegal firearms, car thefts, and involvement of juveniles from other counties. In just the past few months, there have been about 6 waivers filed to move cases to adult court, which is a significant increase. Regarding placement for youth who have been offended multiple times, this continues to be an issue, as some of the residential programs have long waitlists. The demand exceeds the available resources.

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo echoed Judge Francois' previous statement and noted that phase two construction upgrades is still pending.

**Bergen County Prosecutor's Office/Juvenile** - Seth Victor introduced new juvenile assistant prosecutor Jamirca Nuesi. He also echoed the previous reports. He reported low-level offenses are being handled through station house adjustments rather than going to court as it should be done. They are still seeing a spike in out of county youth committing offenses. They have seen a spike in guns with Bergen County youth and youth from out of county. While car thefts have not increased, they are still high. There are a lot of heavy violent offense, guns, and robberies. The minimum age legislation is still pending. It needs to be tracked and can be concerning. A bill to change the venue to have the youth prosecuted in the county of offense is pending. This will have a huge effect on Bergen County. There are only seven detention centers and there are issues with capacity and staffing in other counties. Bergen County is fortunate to have a detention center within the County. It is a complicated issue. There is also an increase in school threats now that school is in session. The Judge said she is seeing many issues with parents enrolling issues in school especially with returning to school after an offense. The youth need to have a plan in place that does not interrupt schooling. Jamie Ziegelhofer reported there is a new Superintendent of Schools that is a member of the BCYSC. They are being contacted and will hopefully attend in the future. Kristen Ambrosio suggested SPAN and the CAPE center to aid with education issues with the youth.

Rosemarie Lobretto and Anne Giacobbe recommended contacting the Family Support Organization for some support as well. Shekinah Williams from Bergen's Promise is also following up regarding this situation. Dr. Montello offered to discuss the situation with the Judge at a later date.

**NJ Office of the Public Defender-Juvenile/Bergen** - Richard Nunes also echoed the previous reports. Mental health programming residential and things to do with youth with severe mental health needs. They are struggling with residential placements. Bergen Volunteer Center and the Empower House and Empower House program run by Family Guidance were mentioned as two possible options. Additionally, Nunes emphasized the need for strong, positive mentors. Richard announced a new Deputy Public Defender, Johnny Cardona and two new attorneys transferred from Law Guardian.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** - Jamie Ziegelhofer will be emailing a flyer for juvenile detention officer candidates for open positions. The 2025 Plan update and application was received.

Adiyah Washington reported the allocation subcommittee met and discussed budget modifications as follows:

Psychological Evaluations

- Personnel reduced \$4,000
  - Program hours and amounts adjusted
- Materials and Supplies increased \$4,000

RSAP Budget changes:

- Personnel reduced \$5,300
  - Vacant position reduced
- Furniture & Equipment line increased \$1,000
- Consultant line increased \$2,000
  - Key-note speaker actual cost lower than budgeted
- Material and Supplies increased \$2,000 line to cover additional material needed for the Conference
- Miscellaneous line increased \$2,300 to cover anticipated Conference costs

A motion by Rosemarie Lobretto, seconded by Seth Victor, *to approve the BCDFG PE & RSAP budget modifications.*

**A roll call vote to approve: Richard Nunez - yes; Seth Victor - yes; Janice Conti – abstain; Rosemarie Lobretto – yes; Anne Giacobbe - abstain; Judge Magali Francois - abstain; Nick Montello – abstain; Liana Dinallo – yes; Kristen Ambrosio - abstain; Linda Spiegel – yes; Jared Lautz – abstain; Adiyah Washington – yes; (6 yes, 6 abstain).**

Jamie Ziegelhofer reported on the site visits and formal program reviews conducted, including:

The Superior Court of New Jersey, Bergen Vicinage, Probation's Youth and Family Engagement Programs' site visit and virtual formal program review. The visit took place at 39 Hudson Street, Hackensack. It was an ice cream with the chief event. The chief, Amanda, was scooping the ice cream. The youth met with their probation officer then were offered an ice cream cone, bowl, or Italian ice. There were various ice cream and toppings offered. The monitoring team interviewed three youth. All had positive comments for the program and staff.

Probation formal program monitoring reviews results: 94 points received out of 96 points (97.9%) with no recommendations at this time.

A motion by Rosemarie Lobretto, seconded by Adiyah Washington, **to approve Probation's site visit and formal virtual program monitoring review was carried.** Janice Conti and Richard Nunes abstained.

Bergen County Division of Family Guidance (BCDFG) Alternatives to Detention (ATD) Program: The site visit took place at 200 North Street, Teterboro. There were 3 staff members present and 4 youth (1 arrived late). The team interviewed three youth. They answered questions and responded appropriately. The team observed a group lesson on first impressions. The youth were engaged and the staff member leading the group was interactive and encouraged participation from each youth.

The BCDFG ATD formal program monitoring reviews results: 117 points received out of 120 points (97.5%) with a recommendation to explore outside speakers and to reconsider the new location's proximity to the detention center.

The BCDFG Regional Stationhouse Adjustment Program (RSAP) formal program monitoring results: 89.7 points received out of 93 points (96.4%) with a recommendation to research and utilize the newest social media platforms when discussing technology driven SHA, explore a need for a budget line for paid programming based on data collected, county outreach, fill the vacant per diem position.

The BCDFG Using Technology Responsibly (UTR) program monitoring results: 103 points received out of 105 points (98.1%) with the recommendation to review curriculum annually to stay up to date with current technology and trends of the youth.

A motion by Adiyah Washington, seconded by Rosemarie Lobretto, **to approve the BCDFG ATD site visit, BCDFG ADT, RSAP and UTR formal virtual program monitoring reviews, was carried.** Kristen Ambrosio, Nick Montello and Jared Lautz abstained.

Children's Aid and Family Services (CAFS), Botvin's Life Skills Training (LST) and Seven Habits site visit: The site visit took place at the Englewood Public Library, 31 Engle St, Englewood. The monitoring team observed youth participating in 7 Habits of Highly Effective Teens. Three staff members were conducting an interactive activity with 19 youth (15 girls and 4 boys). The program started with an icebreaker activity. The youth caught a ball and had to answer the question their finger landed on. The staff was energetic and engaging. The youth talked and actively participated in the activities. They discussed the difference between being reactive or proactive in certain situations, practicing self-confidence, making tough decisions, and discussing the roles they play in their lives with family and friends. The staff had refreshments prepared for the youth. The monitoring team interviewed 3 youth who were very new in the program. The youth were highly engaged, talking and actively participating throughout the activities. They suggested the program to be longer and to meet more often in the week. CAFS Empowering Peers & Inspiring Change (EPIC) Youth Groups and Seeds of Change Youth Conference site visit: The site visit took place at the Lodi Public Library, 1 Memorial Drive, Lodi. The monitoring team interviewed three youth. The youth took part in the EPIC events throughout the year such as locker slams and narcan training. All spoke highly of the program especially the food. They liked spreading positive messages and leading. The team then observed the EPIC youth participating in the 7 Habits of Highly Effective Teens group. They were answering questions that eventually led to a vision board activity. All youth were actively engaged and the staff was dynamic and attentive.

The CAFS LST formal program monitoring review results: 117 points received out of 117 points (100%) with no recommendations.

The CAFS EPIC formal program monitoring results: 114 points received out of 114 points (100%) with no recommendations.



A motion by Kristen Ambrosio, seconded by Janice Conti, **to approve the CAFS LST and EPIC site visit and formal monitoring was carried.**

The 2024 BCYSC Six Month Program Results report was presented (which can be viewed by clicking here [2024 BCYSC Six Month Program Results](#)).

A motion by Adiylah Washington, seconded by Rosemarie Lobretto, **to include the 2024 BCYSC Six Month Program Results Report in the 2025 Plan Update was carried.**

The first reading of the updated BCYSC Bylaws was presented. The bylaws will be presented again at the November meeting and then voted on at the December meeting. (The draft can be viewed by clicking here [Bylaws](#).)

Jamie Ziegelhofer requested nominations for a co-chair since Harry Lisa is no longer a member. Interested members can email.

Jamie announced that preparations for the 2024 BCYSC Conference are underway. Individuals interested in getting involved can respond to the doodle link included in the meeting notice email.

### **Program Updates:**

**Big Brothers Big Sisters** – Lisa Cieplechowicz reported that the community-based program has already made 12 new matches in Bergen County. The program at Lincoln Elementary and the program at Roy Brown Middle School with Bergenfield High School have both started recruiting participants, collecting applications, scheduling interviews, and preparing for program kickoffs, which are planned to take place between late October and mid-November.

**Teaneck Public Schools** – Nick Campestre reported they are currently conducting intakes, holding family meetings, and will be starting group sessions next week. They are aiming to meet or exceed their annual level of service target. They will be submitting the spending plan for the remaining year soon.

**Children's Aid and Family Services** – Stephanie Drag reported that students in the Hackensack and Englewood districts have returned to school. The 8th graders are now 9th graders and they returned to the program. The students are excited to participate in Knockout Opioid Abuse Day on October 11th, in partnership with the Lodi Police Department, and they have received the narcan training. Additionally, the Seeds of Change conference will be held at Fairleigh Dickinson University on Monday, November 25th during the school day, with a focus on the 8 dimensions of wellness.

**TMR Mental Health Care** – Tasia Milicevic reported 38 youth are currently enrolled in the program. The available funds will be utilized over the course of the year.

**BCDFG Culinary Arts for Teens** – 1 new referral in September

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 9 youth in the program (4 female, 5 male); 4 youth completed BIPAS cycle; 0 in PAVE; 18 referrals for evaluations, 10 from the Court, and 8 through Probation.

**BCDFG Psychological Evaluations (PE)** – 9 referrals

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals

**BCDFG Positive Strides (PS)** – 2 referrals

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 13 referrals serving a total of 10 municipalities. No new municipalities in September, but referrals are up from last year.

**BCDFG Alternatives to Detention (ATD)** – 14 youth; 7 youth on bracelet electronic monitoring (BEM), no youth on phone electronic monitoring (PEM), and 7 youth are on regular ATD.

**Visions** – 7 young adult residents (2 female, 4 male, 1 transgender)

**Shelter Plus Care** – 7 youth (2 female, and 5 male)

**Bergen's Place Youth Shelter** – 9 youth (5 female, 4 male), 5 from Bergen, and 4 out of County.

**Juvenile Detention Center (JDC)** – 9 residents (1 female, 8 male), 8 from Bergen, 1 out of County

**YWCA** – No report

**Probation** – Janice Conti reported POP was completed last week. The life skills are continuing with how to tie a tie and how to sew a button. She reiterated the education issues with youth on Probation as well. There seems to be an issue with aggression among youth in schools, which leads to many of the issues. Kristen Ambrosio reminded everyone that Bergen County offers a no cost, hybrid High School Equivalency (HSE) program through the county's family guidance services. This program is held in-person at the Bergen Community College campus in Lyndhurst.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported that currently there are 6 youth in their facilities and anticipating more youth once, they are done with court. There is an increase in Bergen County as well as other NJ counties.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – None

**New Business** – Rosemarie Lobretto asked to invite the new Superintendent of Schools to the meeting and to meet with the Judge. Jamie Ziegelhofer is sending a letter to welcome them to the BCYSC. It is important to have representation on the BCYSC. Adiyah Washington requested accommodation be sent to Harry Lisa for his service on the BCYSC.

**Announcement** - Kristen Ambrosio announced the 4th Annual Regional Stationhouse Adjustment Conference, will be held on Thursday, October 24<sup>th</sup> from 9:30 AM to 2:00 PM at Biagio's Terrace Grand Ballroom located at 299 Paramus Rd. in Paramus.

The next BCYSC membership meeting is scheduled for Wednesday, November 6, 2024.

A motion Adiyah Washington, seconded by Rosemarie Lobretto, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Laura Sirbu

Reviewed by: Jamie Ziegelhofer, MSW, LSW

BCYSC Administrator

**BERGEN COUNTY YOUTH SERVICES COMMISSION  
2024 JUVENILE JUSTICE SIX MONTH PROGRAM RESULTS  
State/Community Partnership (SCP) Program Services  
Family Court Grant (FC)**

**Prevention**

<b>Agency</b>	<b>Program Name</b>	<b>Level of Service (LOS) Actual/Contracted</b>	<b>Outcomes Achieved</b>	<b>Fiscal Expenditures</b>
<b>Big Brothers Big Sisters of Coastal &amp; Northern New Jersey (BBBS)</b>	One-to-One youth mentoring program	75/88 youth (85%) (25 carried over and included), 2,040/4,248 mentoring hours (48%), 1,680/3,528 case management hours (48%)	BBBSCNNJ is on track to have 80% or 70 youth served improved/maintained grades/feelings of scholastic competency. BBBSCNNJ is on track to have 75% or 66 youth served have improved/maintained school attendance. BBBSCNNJ is on track to have 90% or 79 youth served maintained or had improvement in their relationship with parent/guardian. BBBSCNNJ is on track to have 95% or 83 youth served to be competent in avoiding peer violence. BBBSCNNJ is on track to have 80% or 70 youth served will not incur an offense within six months of the program.	50% expended  Award: \$53,780.50 Expended: \$26,890 Balance: \$26,890
<b>Teaneck Public Schools (TPS)</b>	Pass Partnership (Police/ Parents and School Students)	20/40 (50%) (16 carried over), 60/240 (25%)	11/11 participants who successfully attend and graduated from the program demonstrated no [further] negative police contact during one year after program completion (target 80); 16/20 (80%) students who successfully completed the program reduced out-of-school suspensions during the next school year (target 75%); 16/19 (84%) demonstrate mastery of knowledge and implementation of skills in responding to situations and encounters that provoke violent or angry responses, pressure youth toward delinquent behaviors, or escalate due to poor communication skills (target 80%)	22% expended  Award: \$66,410 Expended: \$14,841 Balance: \$51,569

<b>Children's Aid and Family Services Inc. (CAFS)</b>	Botvin's Life Skills Training (LST) and Seven Habits	187/760 (25%) youth, 84/380 (22%) LST Classes, 3/16 (19%) Seven Habits classes	6.51% increased in overall anti-drug and life skills knowledge (target 5-10%); 93% of students utilized at least one skill from LST (target 85%); 100% of classroom teachers acknowledged an increase in student use of LST skills (target 90%)	18% expended Award: \$118,300 Expended: \$21,537 Balance: \$96,763
<b>TMR Mental Health Care PC</b>	Treat Me Right	8/65 youth (12%), 8/65 psychiatric evaluations (12%), 117/1,040 individual/family sessions (11%)	Program is on track to meet targeted outcomes.	25% expended Award: \$213,600 Expended: \$53,047.97 Balance: \$160,552.03
<b>Bergen County Division of Family Guidance (BCDFG)</b>	Culinary Arts for Teens (CA)	9/40 youth (23%); 35/152 group sessions (23%)	29/29 (100%) demonstrated increased knowledge in one culinary area (target 80%); 29/29 (100%) had no/no additional involvement with law enforcement or the juvenile justice system (target 80%); No youth took the food handler certification.	18% expended Award: \$23,600 Expended: \$4,323.93 Balance: \$19,276.07
<b>YWCA Northern New Jersey</b>	Junior Jump Start for Bergen County Youth	Program begins in third quarter. Staff hired and administration of the program rendered	Program begins in third quarter. Staff hired and administration of the program rendered.	3% expended Award: \$33,600 Expended: \$931 Balance: \$32,669
<b>Children's Aid and Family Services Inc. (CAFS)</b>	Empowering Peers & Inspiring Change (EPIC)	17 activities this year	3.5% in youth involvement, youth engagement in the community, and youth retention (target 3.5%).	6% expended Award: \$20,391.50 Expended: \$1,167 Balance: \$19,224.50

**Diversion**

Agency	Program Name	Level of Service (LOS) Actual/Contracted	Outcomes Achieved	Fiscal Expenditures
<p><b>Bergen County Division of Family Guidance (BCDFG)</b></p>	<p>Regional Stationhouse Adjustment (RSAP)</p>	<p>133/150 youth (89%); 38 Positive, 4 negative, 6 neutral</p>	<p>53/53 (100%) stationhouse adjustment agreements developed through RSAP included a diversion program as one of the required elements (target 85%). 41/53 (77%) youth referred to RSAP successfully executed all elements of the stationhouse adjustment agreement (target 85%). 211/215 (98%) had no further involvement in the juvenile justice system for one year following involvement in the RSAP program (target 85%). Total RSAP Stationhouse Adjustments referred: 66 Total Number of Municipalities who referred: 23                      Bergenfield 3      Oradell 1                      BCSD 3              Paramus 11                      Demarest 2        Ramsey 1                      Edgewater 3        Ridgefield                      Elmwood Park 2    3                      Fair Lawn 1        Ridgewood                      Fairview 1         1                      Franklin Lakes 1   River Edge                      Hackensack 11    1                      Lodi 4                River Vale                      North Arlington 1                      3                        Rutherford                      Old Tappan 1      4                                                  Teaneck 3                                                  Tenafly 4                                                  Wyckoff 1</p>	<p>16% expended  Award: \$98,334 Expended: \$16,061.37 Balance: \$82,272.63</p>

<b>Bergen County Division of Family Guidance (BCDFG)</b>	Positive Strides (PS)	23/80 (29%) youth (6 carried over and included), 117/800 (27%) youth sessions, 27/160 (17%) parent sessions	<p>16/16 (100%) youth had no further involvement in the juvenile justice system (target 100%), 7/7 (100%) demonstrated increased knowledge of anger triggers and anger de-escalation techniques (target 85%), 7/7 (100%) youth identified pro-social supports and activities (target 85%), 5/5 (100%) parents who participated in all Positive Strides sessions identified techniques to manage anger outbursts (target 75%), 5/5 (100%) identified techniques to improve communication with their child (target 75%)</p> <p>Program reported: Continued challenge in staffing program, currently short 2 clinicians. There were 2 neutral discharges (youths did not complete their program). Goal achievement will be calculated based on 7/7 who completed versus 7/9 who began the program.</p>	21% expended  Award: \$27,790 Expended: \$5,835.22 Balance: \$21,954.78
<b>Bergen County Division of Family Guidance (BCDFG)</b>	Using Technology Responsibly (UTR)	13/52 families (25%), 11/52 comprehensive Assessments (21%), 50/210 youth sessions (24%), 18/84 parent sessions (21%) (7 prevention, 0 diversion, 0 disposition)	6/6 (100%) of all juveniles had no further involvement in the juvenile justice system for the duration of the program (target 90%), 6/6 (100%) of juveniles achieved a greater knowledge of sexting and cyberbullying effects, consequences, and impact (target 90%), 6/6 (100%) of parents reported an increase of knowledge of sexting and cyberbullying effects, consequences, and impact and indicated they were better equipped to monitor their children (target 90%)	30% expended  Award: \$27,967 Expended: \$8,270.88 Balance: \$19,696.12

**Detention**

Agency	Program Name	Level of Service (LOS) Actual/Contracted	Outcomes Achieved	Fiscal Expenditures
<p><b>Bergen County Division of Family Guidance (BCDFG)</b></p>	<p>Alternatives to Detention (ATD)</p>	<p>63/100 (63%) youth (10 carried over), 52/100 group sessions (52%), 0/10 (0%) probation bracelets, 2,540/2,555 minimum bracelet days (99%), 2,540/6,205 maximum bracelet days (41%), Smartlink: 700 active days, 219 available days, 919 total days (50%)</p>	<p>59/63 (94%) remained in community (target 94%), 63/63 (100%) complied with court mandates (target 85%), 0/0 (0%) youth on probation electronic monitoring did not incur VOP (target 75%)</p>	<p>36% expended  Award: \$115,468 Expended: \$41,323.75 Balance: \$74,144.25</p>
<p><b>Bergen County Youth Services Commission (BCYSC)</b></p>	<p>MDT – Client Specific funds</p>	<p>To address barriers to detention alternative, disposition or reentry placements or services</p>	<p>To provide youth pre/post disposition with a court-ordered/probation-ordered evaluation that may not otherwise be available To provide youth on a disposition with a stipend for secondary/trade school  To provide youth returning from placement or commitment, who are in need of specific services funding for temporary/short term services or items</p>	<p>0% expended  Award: \$7,000 Expended: \$0 Balance: \$7,000</p>

**Disposition**

Agency	Program Name	Level of Service (LOS) Actual/Contracted	Outcomes Achieved	Fiscal Expenditures
<p><b>Superior Court of New Jersey, Bergen Vicinage</b></p>	<p>Probation Youth and Family Engagement Programs</p>	<p>1 parent orientation session, 4 parents representing 3 youth; 1 painting with a purpose, 2 youth and 2 parents (mothers); 1 event, 14 youth attended</p>	<p>3/3 (100%) of probationers remained compliant (target 75%); 4/4 (100%) of parents/guardians increased knowledge of resources and role of the probation officer (target 80%); 4/4 (100%) of participants increased their communication and problem-solving skills (target 80%)</p>	<p>38% expended  Award: \$8,896 Expended: \$3,391.84 Balance: \$5,504.16</p>
<p><b>Bergen County Division of Family Guidance (BCDFG)</b></p>	<p>Psychological Evaluation (PE)</p>	<p>24/60 (40%) evaluations</p>	<p>11/13 (85%) youth referred, whether it be via detention or disposition, have a completed evaluation report filed with the Court within 15 days of referral (target 90%)</p>	<p>38% expended  Award: \$82,100 Expended: \$31,406.30 Balance: \$50,693.70</p>
<p><b>Bergen County Division of Family Guidance (BCDFG)</b></p>	<p>Adolescent Substance Abuse (ASAP)</p>	<p>68/80 (85%) unduplicated youth, 112/260 individual counseling sessions (43%), 43/200 (23%) evaluations only, 5/36 (14%) bipas youth, 31/88 (35%) boys' group, 31/88 (35%) girls group, 13/20 (65%), 10/14 (71%) youth in treatment</p>	<p>16/16 (100%) of clients completed Phase I (target 60%); 16/16 (100%) completed phase II (target 50%); 4/4 (100%) clients moved into Phase III (target 70%); 2/2 youth in detention had a completed assessment within three business days (target 100%); 3/3 (100%) youth completed an asap education or prevention cycle showed improved knowledge of the negative health effects and downstream consequences of abusing drugs and alcohol (target 75%)</p>	<p>40% expended  Award: \$137,908 Expended: \$55,347.30 Balance: \$82,560.70</p>

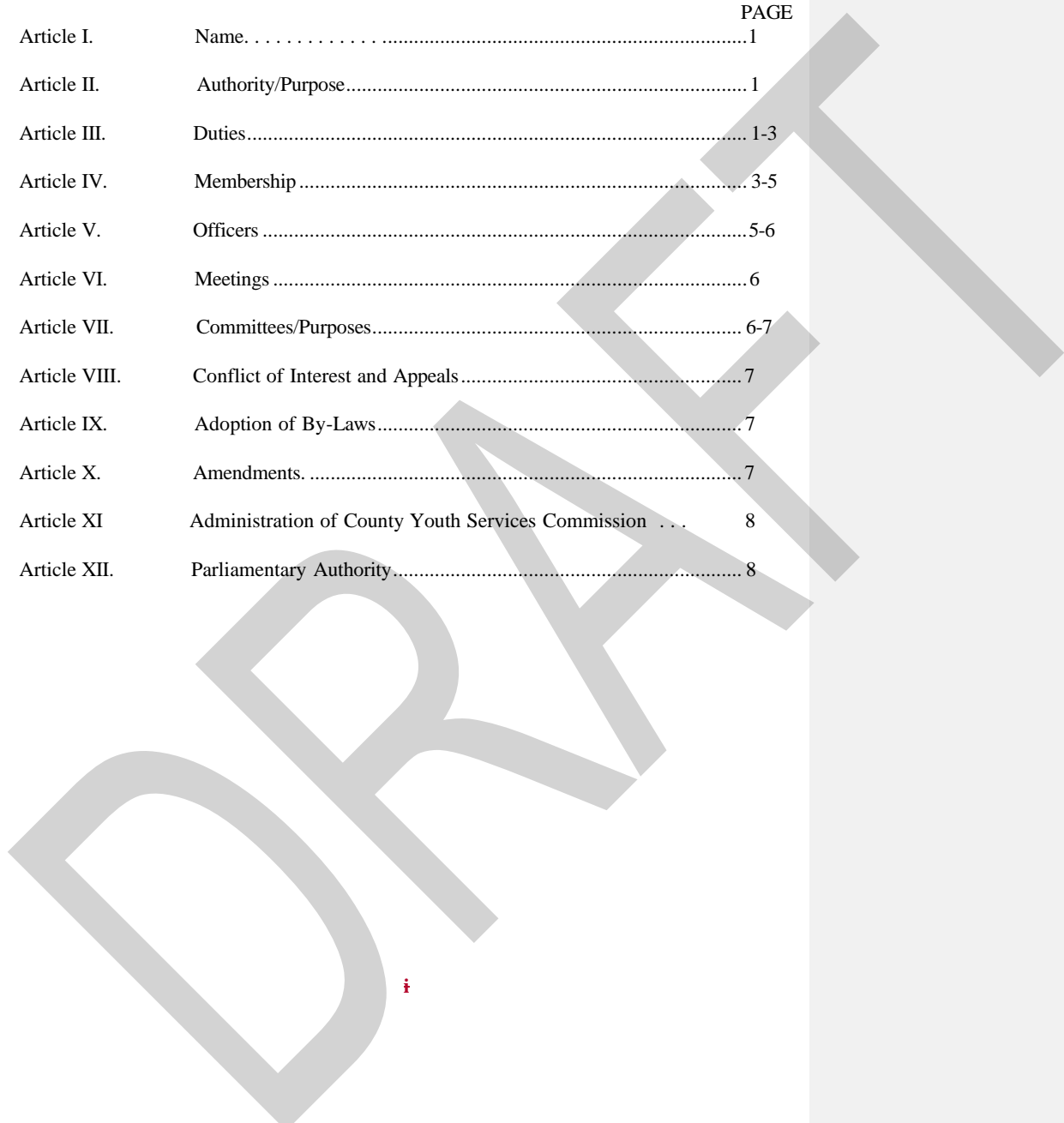


**BERGEN COUNTY**  
**YOUTH SERVICES COMMISSION BYLAWS**

DRAFT

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**ARTICLE I.  
NAME**

The name of this organization shall be the Bergen County Youth Services Commission, hereinafter referred to as the BCYSC.

**ARTICLE II.  
AUTHORITY/PURPOSE**

Pursuant to N.J.A.C. Title 13. Law and Public Safety Chapter 90. Juvenile Justice Commission, the organizational structure, duties, etc. for county youth services commissions are detailed in Title 13. Subchapter 2. 13:90-2.1-2.10. the requirements of the Partnership/Family Court Program are detailed in Title 13. Subchapter 3. 13:90-3.1-3.13.

The BCYSC is designated by the County Executive, and reaffirmed with Freeholder Resolution, to be the entity in the County of Bergen, for the planning, implementing, monitoring and evaluation of services and programs of the Juvenile Justice System in Bergen County. The BCYSC shall also be responsible for developing recommendations for the allocation of the Partnership/Family Court Program Funds, which are Juvenile Justice Commission funding awarded to the County of Bergen.

**ARTICLE III.  
DUTIES**

- 1) To prepare, and submit a comprehensive triennial plan (hereafter known as the Plan), out year updates, and annual funding applications provided for in N.J.A.C. 13:90-3.11, with respect to the totality of services and programs comprising the county's juvenile justice service system;
- 2) To make recommendations to coordinate and integrate existing sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs;
- 3) To assess and prioritize the needs of youth adjudicated or charged delinquent;
- 4) To assess existing delinquency prevention programs to determine whether such programs meet the needs of youth, are effective in meeting program goals and in ensuring financial accountability;
- 5) To determine, through the collection and maintenance of data, the nature and scope of juvenile delinquency and related problems in the county and identify the geographical regions within the county where such offenses and problems are most prevalent;
- 6) To propose a system of sanctions and services for youth adjudicated or charged as delinquent, that includes identifying geographical regions within the county where

existing programs do not satisfy the needs of such youth, and developing proposals for closing gaps in the delivery of such sanctions and services;

7) To review, evaluate, and monitor through at least one site visit annually, existing sanctions and services under the jurisdiction, control, or proposed by the Bergen County Youth Services Commission, for juveniles adjudicated or charged delinquent and existing delinquency prevention programs to determine effectiveness in meeting program goals and in ensuring financial accountability;

8) To recommend to the county governing body, the approval or disapproval of contracts with providers seeking to participate in the Partnership/Family Court Program;

9) To cooperate with other State, county, and municipal agencies and other entities in the planning of ongoing efforts relating to the county's juvenile justice service system;

10) To inform the public of the scope of juvenile offenses, the needs of youth in the county and the availability of sanctions and services, and advocate for the needs of youth;

11) To serve as an advisory body of the county on issues relating to sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs.

12) To coordinate the efforts of municipal and regional youth services commissions and ensure their participation in the county planning process;

13) To appoint liaisons to participate in planning and related activities with appropriate planning bodies (i.e., Human Services Advisory Council, Local Advisory Committee on Alcohol and Drug Abuse, Mental Health Board - Professional Advisory Committee, County Interagency Coordinating Council-CIACC), as invited, to maximize efficient and effective use of the Partnership/Family Court Grant Funds;

14) To determine whether a need exists, and if so, sponsor the establishment of Multi-Disciplinary Teams (MDT's) to plan specific sanctions/services to individual youth:  
a) As an alternative to detention of a juvenile charged as delinquent; b) As a recommendation for a disposition option of a judge of the Family Court upon an adjudication of delinquency; and c) As a component of aftercare following the commitment of a juvenile to the Juvenile Justice Commission by a judge of the Family Court;

15) To coordinate the planning of aftercare sanctions and services for juveniles returning to the community following commitment to or placement with the Juvenile Justice Commission by a judge of the Family Court;

16) To use the Commission's web-based Juvenile Automated Management System (JAMS) for purposes of periodic reporting to the Commission of programmatic, contract and contractor, fiscal, monitoring, and all other information material to juveniles served by the Partnership/Family Court Program and any other programs administered by the Juvenile Justice Commission;

17) To prepare and submit written monitoring reports and evaluations, subject to review by the Executive Director of the Juvenile Justice Commission or designee: a. Monitoring the operations of programs receiving Partnership/Family Court Program funds and/or other funds administered by the Juvenile Justice Commission for compliance with program requirements; and b. Evaluating the impact of those programs on targeted beneficiaries;

18. To encourage the involvement of youth and families in the planning of services and sanctions and program development.

#### ARTICLE IV. MEMBERSHIP

##### Section I. Number and Composition

a. The BCYSC shall consist of not less than ~~20~~23 voting members under two separate Categories: Specified and Unspecified.

b. The BCYSC shall reflect the racial, ethnic and cultural demographic composition of the county and youth in the county served by sanctions/services and delinquency prevention programs planned, implemented, monitored and evaluated by the BCYSC.

c. Membership:

##### **Specified Membership Category**

1. Superior Court-Family Part, Presiding Judge or a Superior Court Family Part Judge who hears delinquency matters in the county, as designee
2. Superior Court-Family Part, Bergen Vicinage Family Division Manager or the Assistant Family Division Manager for the county or senior staff person, as designee
3. Vicinage Chief Probation Officer or the Vicinage Assistant Chief Probation Officer in charge of juvenile matters, as designee
4. Bergen County Executive or other elected official, or senior staff person, as designee
5. Bergen County Prosecutor or the highest-ranking assistant prosecutor handling juvenile matters, as designee
6. Regional Public Defender or the highest-ranking assistant public defender handling juvenile matters, as designee
7. NJ Department of Children and Families, Division of Child Protection and Permancy, Bergen/Hudson Liaison
8. Bergen County Department of Health Services, Division of Mental Health Administrator
9. Bergen County Superintendent of Schools
10. Bergen County Technical and Special Services School Districts, Superintendent
11. Director of the Bergen County Department of Human Services
12. Bergen County Director of the Youth Shelter
13. Bergen County Administrator of the Juvenile Detention Center
14. Bergen County Juvenile Family Crisis Intervention Unit Supervisor
15. President of the Juvenile Officers Association or designee
16. Bergen County Department of Health Services, Office of Alcohol and Drug Dependency Director
17. Workforce Development Board, Executive Director, or designee

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18. A representative of the business community that serves at-risk and justice-involved youth in the county
19. A parent of an at-risk or justice-involved youth or a representative from an organization working on behalf of parents of an at-risk or justice-involved youth
20. A youth with exposure to or experience in the juvenile justice system who has not yet reached the age of 26 years
21. A representative from a nonprofit community organization located in or working on behalf of one of the most densely populated areas within the county
22. See Unspecified Membership Category
23. At its discretion and based on its needed representation, up to six additional individual members who have knowledge, experience, or interest in local youth, the local community, or the juvenile justice system

- \* ~~Bergen County Executive~~
- \* ~~Superior Court Family Part, Presiding Judge or a Superior Court Family Part Judge who hears delinquency matters in the county, as his or her designee~~
- \* ~~Superior Court Family Part, Vicinage Family Division Manager or the Assistant Family Division Manager for the county;~~
- \* ~~Vicinage Chief Probation Officer~~
- \* ~~County Prosecutor~~
- \* ~~NJ Department of Children and Families, Division of Child Protection and Permanency, Bergen/Hudson Liaison;~~
- \* ~~Bergen County Department of Health Services, Office of Alcohol and Drug Dependency;~~
- \* ~~Bergen County Department of Health Services, Division of Mental Health Administrator/CIACC Convener~~
- \* ~~Bergen County Technical and Special Services School Districts, Superintendent~~
- \* ~~Bergen County Superintendent of Schools~~
- \* ~~Bergen County Director of the Juvenile Family Crisis Intervention Unit~~
- \* ~~Bergen County Director of the Juvenile Detention Center~~
- \* ~~Bergen County Director of the Youth Shelter~~
- \* ~~Director of the Bergen County Department of Human Services~~
- \* ~~Regional Deputy Public Defender~~
- \* ~~Workforce Development Board, Executive Director~~
- \* ~~President, Juvenile Officers Association~~
- \* ~~Representative, Business Community~~

3

Specified Members may appoint designees, ~~a special designee is noted for the Superior Court Family Part Presiding Judge, to sit on the BCYSC in their absence, provided that no more than one designee for any member may be appointed and further provided that the designee is qualified by knowledge and/or experience to perform the duties of a member of the BCYSC. The name of designees will be submitted to the BCYSC Chair or Co-Chairs, on an annual basis. If a single voting member fulfills two roles identified above, then that voting member shall only have one vote.~~

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In the event that there is a change in personnel within the Specified Membership Category, the individual who assumes the position will become an automatic member of the BCYSC.

**Unspecified Membership Category**

Will consist of at least two (2), but not more than ~~eleven (11)~~ **eight (8)** individuals in total from the ~~categories-groups~~ noted below. Each Unspecified Member shall demonstrate knowledge relevant to the county’s population involved in, or at risk of involvement in the juvenile justice system. Appointments shall be made in such a way as to fulfill the objective that membership reflect the racial, ethnic, and cultural demographic make-up of the county and the youth in the county served by the sanctions and services and the delinquency prevention programs planned, implemented, monitored, and evaluated by the BCYSC.

- ~~i. i.~~ Education Sector;
- ~~ii. ii.~~ Mental Health, Family Counseling, Child Advocacy, Domestic Violence, and/or victims’ rights groups;
- ~~iii. iii.~~ ~~Parents or parent organizations;~~ ~~iv.~~ Clergy;
- ~~iv. v.~~ ~~Family Law practitioners, as identified by the Bergen County Bar Association~~
- ~~v. vi.~~ ~~The minority concerns vicinage advisory committee of the Administrative Office of the Courts~~ **The Supreme Court**
- ~~vi. vii.~~ Civic Organizations;
- ~~vii. viii.~~ ~~Representative of major urban areas within the county;~~ ~~ix.~~ ~~Community youth;~~ ~~x.~~ ~~Municipal Youth Services Commissions;~~ ~~xi.~~ Other interested persons who deal with children.

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Unspecified Members may appoint designees to sit on the BCYSC in their absence, provided that no more than one designee for any member may be appointed and further provided that the designee is qualified by knowledge and/or experience to perform the duties of a member of the BCYSC. The name of designees will be submitted to the BCYSC Chair or Co-Chairs, on an annual basis.

Appointment to the BCYSC Unspecified Membership Category shall be upon the recommendation of the BCYSC, with no term limits, with final approval by the Bergen County Executive.

**Section 2. Specified and Unspecified Member Responsibilities**

- a. Shall have the right to vote at BCYSC meetings.
- b. Shall comply with the Bergen County YSC Conflict(s) of Interest Policy.
- c. Shall serve, at a minimum, on one of the BCYSC Standing Committees, as well as on task forces/subcommittees, as needed.
- d. In the event that an unspecified member of the BCYSC does not attend three (3) consecutive BCYSC Membership Meetings or a total of four (4) BCYSC Membership

Meetings during a calendar year, shall be subject to removal upon the recommendation of the BCYSC to the Bergen County Executive, unless such member has advised the BCYSC

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of extenuating circumstances causing the absences. In the event that a specified member of the BCYSC does not attend three (3) consecutive BCYSC Membership Meetings or a total of four (4) BCYSC Membership Meetings during a calendar year, a letter will be sent to remind the member of membership responsibilities as stated in N.J.A.C. Title 13. Law And Public Safety Chapter 90. Juvenile Justice Commission

### Section 3. Resource Members (Ex-Officio)

The NJ Juvenile Justice Commission Court Liaison shall serve as an Ex-Officio Member, with no voting privileges, on the BCYSC. One representative from each of the following agencies may serve as an Ex-Officio Member, with no voting privileges, on the BCYSC: NJ Department of Human Services; NJ Department of Labor and Workforce Development, NJ Department of Education; NJ Department of Health; NJ Department of Community Affairs and NJ Department of Children and Families.

## **ARTICLE V. OFFICERS**

Section 1. The Officers of the BCYSC shall be the Chairperson and one or more Co-Chairpersons, each of whom shall be a member of the BCYSC.

Section 2. The BCYSC Officers shall be elected at the first BCYSC membership meeting of the year annual meeting (January) of the BCYSC and shall serve from then until the first membership meeting of the subsequent year next annual meeting. ~~No office shall be held by the same person more than two (2) terms in succession.~~

Section 4.3. The Chairperson and/or the Co-Chairpersons shall preside over the BCYSC ~~annual and~~ monthly Membership Meetings; appoint Sub-committees and, task forces with the approval of the membership; shall not be a representative of a funded agency. In order to avoid a conflict of interest or a perceived conflict of interest, the chairperson or co-chairperson cannot be the supervisor of the youth services commission administrator.

Section 4. In the event of a vacancy in any office, appointment to fill the unexpired term shall be recommended by the Chair or Co-Chairpersons, with the approval of the BCYSC Membership.

Section 5. In the event that the BCYSC Chair or Co-Chairpersons are unable to attend a BCYSC ~~annual and/or~~ monthly Membership Meeting, the BCYSC members shall elect a Co-Chairperson Pro Tempore.

## **ARTICLE VI. MEETINGS**

Section 1. The BCYSC shall meet no less frequently than six times annually, a minimum of nine (9) times per year, provided that no more than nine weeks shall elapse between

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meetings. Notice of each meeting, in writing, shall be given to all members at least one (1) week before this meeting.

Section 2. All BCYSC meetings shall be held at such times and in such locations as to encourage maximum public attendance, and be conducted in accordance with the provisions of the Senator Byron M. Baer Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Up to half of the youth services commission's scheduled meetings may be held by video conference call.

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Section 3. Special Meetings may be called by the Chairperson or Co-Chairpersons or called upon the written request to the Chairperson or Co-Chairpersons by three (3) BCYSC members. The purpose of such meetings shall be stated with the request and no other business shall be transacted. All members shall be notified to time, place and purpose of the meeting.

Section 4. A quorum for all BCYSC meetings shall consist of a third of the voting membership (Specified and Unspecified Categories).

~~Section 5. There shall be an annual meeting in January for the purpose of electing officers and conducting any other business that may come before the BCYSC.~~

Section 56. Minutes for each meeting shall be recorded in writing and distributed to the BCYSC, by the Youth Services Commission Administrator.

Section 6. A 2/3 majority vote is required when voting on whether to allow a county to allocate up to 1/3 of its program component of a Partnership Grant Program allocation for county-provided sanctions and services pursuant to N.J.A.C. 13:90-3.11(c)7iii

Section 7. Voting shall be permitted by email prior to the meeting if a member and their designee cannot be present

## ARTICLE VII. COMMITTEES/PURPOSES

Section 1. The BCYSC shall have a minimum of three (3) Standing Committees:

**Allocations** – prepare triennial plan allocation recommendations, review program proposals and develop recommendations for the distribution of the (Partnership/Family Court Program Funds), and conduct, at a minimum, annual program reviews on those programs which received fund for the purpose of developing recommendations for the renewal of such funds to the programs;

**ByLaws/Nominating** – review and develop amendments, as necessary; develop recommendations for the membership categories of Undesignated, and Slate of Officers;

**Planning** – 1) prepare and implement a triennial Plan, with annual updates, 2) develop a

continuum of sanctions and services for the target population, 3) develop delinquency prevention programs, 4) review minority overrepresentation in the Juvenile Justice System and develop recommendations, accordingly, 5) inform the community of the service needs and/or concerns of the target population.

Section 2. Each committee shall consist of a voting majority of the BCYSC Members. Resource Members may also participate on the committees and shall have voting privileges.

Section 3. The Chairperson or Co-Chairpersons of the BCYSC shall appoint the Chairpersons of the Standing Committees.

Section 4. Committees shall report to the full BCYSC.

<sup>6</sup> Section 5. The quorum for all committees shall be a majority of the committee members.

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#### **ARTICLE VIII.**

##### **CONFLICT OF INTEREST AND APPEALS**

The BCYSC shall: 1) Adhere to a written conflict of interest policy that has been submitted to the NJ Juvenile Justice Commission with a written statement by county counsel that the policy is in compliance with applicable law; 2) Adhere to the Appeals Procedure established by the BCYSC in addressing any appeals.

#### **ARTICLE IX. ADOPTION OF BYLAWS**

These Bylaws shall take effect immediately upon adoption of a majority of the BCYSC voting members present at the time of their review, provided that copies of the Bylaws have been distributed to all voting members of the BCYSC at least one (1) week prior to the vote. The BCYSC shall also submit the approved Bylaws to the Juvenile Justice Commission for their review, to assure compliance with applicable rules. A copy of the bylaws will be kept on file with the office of County Counsel.

#### **ARTICLE X. AMENDMENTS**

Section 1. These Bylaws may be amended by two-thirds (2/3) vote of the voting members present provided the proposed amendment (s) has been presented at two (2) consecutive meetings of the BCYSC.

Section 2. Notice of proposed amendment(s) shall be given in writing to the membership at least ten (10) days prior to the BCYSC.

#### **ARTICLE XI ADMINISTRATION OF THE BCYSC**

a) Responsibility for administering the BCYSC shall rest with the county in which it sits.

b) The day-to-day business of the BCYSC shall be the responsibility of an Administrator. The Administrator shall be an individual who on the basis of education and prior job experience has demonstrated an understanding of and ability to manage public grant programs and an understanding and knowledge of the juvenile justice system and services for at-risk youth.

c) The Executive Director of the New Jersey Juvenile Justice Commission or designee shall review and approve reimbursement of reasonable salary costs as provided in annual program management budgets submitted as part of the annual application, for the administration of programs and services funded in whole or in part through the Juvenile Justice Commission.

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d) The BCYSC Administrator shall maintain membership in, and shall regularly attend meetings of the New Jersey Association of County Youth Services Commission Administrators.

e) Bergen County shall designate such additional staff and organizational resources necessary or appropriate to administer the duties and responsibilities of the BCYSC including, but not limited to one (1) clerical staff.

f)

## **ARTICLE XII. PARLIAMENTARY AUTHORITY**

Roberts Rules of Order, Newly Revised, shall be the parliamentary authority in all matters not covered by the New Jersey Statutes and these Bylaws.

**ADOPTED:** February 3, 1987

**AMENDED:** January 5, 1988; November 1, 1988; December 4, 1990; June 4, 1991;  
February 4, 1992; March 5, 1996; June 24, 1997; April 6, 1999; February 1, 2000;  
February 3, 2004; June 7, 2016; August 7, 2018; tbd

N.J.S.A. TITLE 13. CHAPTER 90, Juvenile Justice Commission

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## **BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**

Membership Meeting (Virtual)

**November 6, 2024**

**Members:** Seth Victor (In the absence of Mark Musella, Esq.); Janice Conti (In the absence of Amanda Marcino); Rosemarie Lobretto; Dr. Nick Montello; Liana Dinallo; Tara Smith; Kristen Ambrosio; Jorge Sandoval; Adiyah Washington; Patrick Fletcher

**Ex-Officio:** Kyle Sheehan

**Resource:** Nick Campestre, Teaneck Public Schools; Lisa Cieplechowicz, Big Brothers Big Sisters (BBBS); Tamara Contreras, Center for Prevention and Counseling; Stephanie Drag, Children's Aid and Family Services (CAFS); Michele Hart-Loughlin, CBH Care; Jessica Mulligan, Superior Court of NJ; Tasia Milicevic and Megan Breeman, TMR Mental Health Care; Patty Rafferty, Bergen CASA; Amanda Walker, Care Plus

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Adiyah Washington called the membership meeting to order.

A motion by Rosemarie Lobretto, seconded by Janice Conti *to approve the BCYSC October 1, 2024, Membership Meeting Minutes was carried.*

**Superior Court of NJ – Family (Juvenile) / Bergen County Council on Juvenile Justice System Improvement (BCCJJS) Steering Committee – No report**

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported there is going to be a directive coming down, which removes the juvenile referee program. The Administrative Office of the Courts has requested the cessation of scheduling hearings for the juvenile referee. Stephen Murphy has a calendar until the end of the month then it will end. Judge Francois has taken on the domestic violence contempt weapons cases, with hearings scheduled for Tuesdays starting January.

**Bergen County Prosecutor's Office/Juvenile** – Seth Victor echoed what Liana Dinallo said and wondering if it might extend to other diversion options as well. The ICS and JCC will remain options. A discussion was held regarding the new directive and possible results. We are still seeing an uptick in gun possession and gun violence in Bergen County.

**NJ Office of the Public Defender-Juvenile/Bergen** – No report

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates -** Jamie Ziegelhofer reported the 2025 Plan Update and Application are still a work in progress. She reminded voting members to check their emails for some voting that will need to be done prior to the December meeting and to reply all with a vote of yes, no, or abstain. The next meeting will be in person with the BCYSC Conference. The conference is still in the planning stage and is looking for a few presenters if anybody has suggestions. All are encouraged to attend. The conference will take place at 2 Bergen County Plaza, Conference room, and will include breakfast and lunch. A flyer with full details will be provided to the membership soon. All site visits are now complete. The last virtual formal review will be on Wednesday, November 13<sup>th</sup> at 10:00am and two voting members are still needed to attend. The updated bylaws were presented for a second time. Jamie Ziegelhofer fully reviewed the bylaws with the BCYSC again. The Bylaws will be presented for a vote at the December meeting. Jamie Ziegelhofer reminded the confidence closet proposals are due on Friday, November 6<sup>th</sup> at 4:30pm. Stephanie Drag suggested creating a youth subcommittee that meets separately and reports to the BCYSC. This idea will be explored further.

Adiyah Washington reported the BCYSC Allocation Subcommittee met on Tuesday, October 22<sup>nd</sup> and are recommending to approve the following budget modifications:

YWCA

Personnel

Equity Specialist - Decrease salary from \$7143 to \$5287. Position was filled midway Quarter 2. The Equity Specialist experienced an increase in hours during summer programming while working with program participants.

Director of Equity- Increase salary from \$2000 to \$2883. Position remained vacant due to limited candidate pool to fill it, therefore CEO allocated 2.5 hours for support, coordination, and execution.

Fringes – Decrease from \$1839 to \$1199 for both positions

Materials & Supplies –

Marketing - Increase from \$2000 to \$3700. The expenses for marketing, printing, and outreach will be fully accounted for in Q4. These expenses have been incurred throughout the program for community outreach resulting in program participant recruitment. The increased expense was required to conduct adequate outreach to program participants.

You Science – Decrease from \$500 to \$488. The amount for YouScience subscription was lower than budgeted, therefore a decrease occurred.

Zoom – Increase from \$125 to \$863.46The Zoom Subscription increase was a need for the program deliverables and have speakers present to the program participants.

Specific Assistance to Clients

Participant Meals – Decrease from \$1138 to \$1099. The lunch expenses will be accounted for in Q4. The lunches were provided to participants during the summer programming participants. The actual amount was less than budgeted, therefore a decrease in this line item.

Participant Incentives – Decrease from \$1600 to \$825; \$160 p/ incentive @ 5 participants plus applicable fees for purchase.

CAFS EPIC and Seeds of Change Conference

Budget Modification Summary

<b>Category Modified</b>	<b>Old Budget</b>	<b>New Budget</b>	<b>Change</b>	<b>Explanation</b>
Personnel	\$9,819	\$6,779	-\$3,040	All groups from Jan – March were served during Q5 of last fiscal year
Consultants	\$850	\$350	-\$500	There is no fee for the Keynote Speaker
Materials/Supplies	\$1,300	\$4,133	\$2,833	Additional EPIC Materials such as branded tablecloths, brochures, new member shirts, etc. Additional Seeds of Change incentive funds for bags.
Specific Assistance to Client	\$5,100	\$5,348	\$248	Larger than expected EPIC groups has increased the food cost for meetings.
Miscellaneous	\$500	\$959	\$459	Facility fee for Seeds of Change Conference Site

CAFS LST and 7 Habits

Budget Modification Summary

Category Modified	Old Budget	New Budget	Change	Explanation
Personnel	\$90,021	\$68,765	-\$21,256	All groups from Jan – March were served during Q5 of last fiscal year
Materials/Supplies	\$11,662	\$31,555	\$19,893	Purchase of Galaxia LST video game supplement for host teacher as ongoing support. Purchase additional Pocketaalk translation devices due to larger than past number of students who do not speak English. Purchase additional instructional aides such as wipe boards, USBs for PowerPoints, answer paddles, etc.
Specific Assistance to Client	\$1,200	\$768	-\$432	One of the sites for 7 Habits provided lunch for the students as part of the program.
Miscellaneous	\$2,283	\$4,077	\$1,794	Increase amount of fund in mileage – schedule changes in schools require more staff which means more miles. Funds for 2 staff to take training on creation of engaging PowerPoints.

A motion by Adiyah Washington, seconded by Rosemarie Lobretto *to approve the YWCA, CAFS LST, and CAFS EPIC budget modifications was carried.*

**A roll call vote to approve: Seth Victor – yes; Janice Conti – abstain; Rosemarie Lobretto - yes; Nick Montello – Yes; Liana Dinallo – yes; Tara Smith – Yes; Kristen Ambrosio - not present for vote; Jorge Sandoval – Yes; Adiyah Washington – yes; Patrick Fletcher -Yes (8 yes, 1 abstain, 1not present for the vote)**

**Program Updates:**

**Big Brothers Big Sisters (BBBS)** – 15 students signed up to be mentees at Roy Brown Middle School, while 18 students participated at Bergenfield High School. The kickoff event was a success, with mentors and mentees engaging in icebreakers and conversation starters. The BMW mentoring program will begin next week at Lincoln Elementary with 33 students signed up.

**Teaneck Public Schools (TPS)** – 20 students enrolled they are meeting twice a week for middle school and twice a week for high school. Next week they will be starting their field trips activities, which is a big part of the program.

**Children’s Aid and Family Services (CAFS)** – LST is entering the second marking period in Hackensack and Teaneck. The EPIC (Empowering Peers, Inspiring Change) group in Lodi continues to grow and engage 9th and 8th graders successfully. They use the library as a mutual meeting spot, but the group may be outgrowing the venue. The group has been actively involved in various initiatives, including a trunk-or-treat event, running red ribbon campaigns at the middle school, etc. They are a very engaged group, eager to participate in a wide range of activities.

Seeds of Change conference is on Monday, November 25th at Fairleigh Dickinson University. The theme is dimensions of wellness. The conference will provide breakfast and lunch for the attendees. NJ4S has collaborated to offer transportation and cover the cost of the keynote speaker, Erin Pompa, who will share her personal story about substance use, recovery, and the importance of the dimensions of wellness for overall health. There will be a panel discussion and planned activities for the youth. Seven schools from six different districts have expressed interest in attending the conference to date.

**TMR Mental Health Care** – The youth program is currently at full capacity with 40 youth enrolled and provided 1,113 sessions so far this year. Recently, the program underwent renovations, including updates to the playroom to create a more inviting and creative space for sessions. Additionally, the program will now offer trauma-informed yoga for some of the youth with a new yoga room.

**BCDFG Culinary Arts for Teens** – 5 new referrals in October 22 unduplicated youth participated in the program of those youth 7 indicated interest in our food safety certification option

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 11 evaluations completed in October; 8 youth in the program (5 female, 3 male); 2 referrals for BIPAS; 1 referral in PAVE

**BCDFG Psychological Evaluations (PE)** – 2 referrals in October

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals in October

**BCDFG Positive Strides (PS)** – 2 new referrals in October

**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 23 referrals serving a total of 59 municipalities. No new municipalities in October, up 13 referrals from last year.

**BCDFG Alternatives to Detention (ATD)** – 16 youth; 5 youth on bracelet electronic monitoring (BEM), 4 youth on phone electronic monitoring (PEM), and 7 youth in non-bracelet ATD.

**Visions** – 8 young adult residents (3 female, 5 male)

**Shelter Plus Care** – 7 youth (2 female, and 5 male)

**Bergen's Place Youth Shelter** – 8 youth (6 female, 2 male), 3 from Bergen, and 5 out of County.

**Juvenile Detention Center (JDC)** – 13 residents (1 female, 12 male), 10 from Bergen. It was announced that the basketball court is currently being built.

**YWCA** – No report

**Probation** – Last paint night for 2024 was on October 22nd. They will be creating hygiene kits for the youth, including toothbrush, toothpaste, soap, shampoo, and men's specific shampoo and wipes, etc.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan reported that the Youth Service Conference, held last month in Princeton, celebrated 20 years of the Juvenile Detention



Alternatives Initiative (JDAI). The two-day event featured numerous informative sessions and strong representation from Bergen County. The conference provided an excellent opportunity for networking and learning.

**NJ Juvenile Justice Commission/JDAI** – The JDAI conference was last month. There were a lot of workshops and it provided a lot of information.

**Old Business** – A discussion was held regarding the ongoing education issues with justice involved youth.

**New Business** – Patrick Fletcher became the Executive County Superintendent of Schools on September 16<sup>th</sup>. Prior to the COVID-19 pandemic, Patrick Fletcher worked closely with the Division of Mental Health to secure Bergen County as the nation's pilot site for teen Mental Health First Aid, a significant accomplishment noted by Michele Hart-Loughlin.

Tamara Contreras joined the meeting for the first time representing [The Center for Prevention and Counseling in Sussex County](#) overseeing a grant from the New Jersey Department of Health that allows her to work with youth across all of northern New Jersey. In this role, Ms. Contreras has access to resources and information that could help promote positive school climates. The goal is to attend various meetings to listen to the resources available in other counties and share them with community and school partners. Additionally, there is a grant opportunity for certain schools to apply for funding to help promote positive school climates.

**Announcement** – none

The next BCYSC membership meeting and conference is scheduled for Tuesday, December 3, 2024 in person at 2 Bergen County Plaza in Hackensack.

A motion Adiyah Washington, seconded by Rosemarie Lobretto, *to adjourn the BCYSC Membership Meeting was carried.*

Prepared by: Laura Sirbu  
Reviewed by: Jamie Ziegelhofer, MSW, LSW  
BCYSC Administrator

**BERGEN COUNTY**  
**YOUTH SERVICES COMMISSION BYLAWS**

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**ARTICLE I.  
NAME**

The name of this organization shall be the Bergen County Youth Services Commission, hereinafter referred to as the BCYSC.

**ARTICLE II.  
AUTHORITY/PURPOSE**

Pursuant to N.J.A.C. Title 13. Law and Public Safety Chapter 90. Juvenile Justice Commission, the organizational structure, duties, etc. for county youth services commissions are detailed in Title 13. Subchapter 2. 13:90-2.1-2.10. the requirements of the Partnership/Family Court Program are detailed in Title 13. Subchapter 3. 13:90-3.1-3.13.

The BCYSC is designated by the County Executive, and reaffirmed with Freeholder Resolution, to be the entity in the County of Bergen, for the planning, implementing, monitoring and evaluation of services and programs of the Juvenile Justice System in Bergen County. The BCYSC shall also be responsible for developing recommendations for Juvenile Justice Commission funding awarded to the County of Bergen.

**ARTICLE III.  
DUTIES**

- 1) To prepare, and submit a comprehensive triennial plan (hereafter known as the Plan), out year updates, and annual funding applications provided for in N.J.A.C. 13:90-3.11, with respect to the totality of services and programs comprising the county's juvenile justice service system;
- 2) To make recommendations to coordinate and integrate existing sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs;
- 3) To assess and prioritize the needs of youth adjudicated or charged delinquent;
- 4) To assess existing delinquency prevention programs to determine whether such programs meet the needs of youth, are effective in meeting program goals and in ensuring financial accountability;
- 5) To determine, through the collection and maintenance of data, the nature and scope of juvenile delinquency and related problems in the county and identify the geographical regions within the county where such offenses and problems are most prevalent;
- 6) To propose a system of sanctions and services for youth adjudicated or charged as delinquent, that includes identifying geographical regions within the county where

existing programs do not satisfy the needs of such youth, and developing proposals for closing gaps in the delivery of such sanctions and services;

7) To review, evaluate, and monitor through at least one site visit annually, existing sanctions and services under the jurisdiction, control, or proposed by the Bergen County Youth Services Commission, for juveniles adjudicated or charged delinquent and existing delinquency prevention programs to determine effectiveness in meeting program goals and in ensuring financial accountability;

8) To recommend to the county governing body, the approval or disapproval of contracts with providers seeking to participate in the Partnership/Family Court Program;

9) To cooperate with other State, county, and municipal agencies and other entities in the planning of ongoing efforts relating to the county's juvenile justice service system;

10) To inform the public of the scope of juvenile offenses, the needs of youth in the county and the availability of sanctions and services, and advocate for the needs of youth;

11) To serve as an advisory body of the county on issues relating to sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs.

12) To coordinate the efforts of municipal and regional youth services commissions and ensure their participation in the county planning process;

13) To appoint liaisons to participate in planning and related activities with appropriate planning bodies (i.e., Human Services Advisory Council, Local Advisory Committee on Alcohol and Drug Abuse, Mental Health Board - Professional Advisory Committee, County Interagency Coordinating Council-CIACC), as invited, to maximize efficient and effective use of the Partnership/Family Court Grant Funds;

14) To determine whether a need exists, and if so, sponsor the establishment of Multi-Disciplinary Teams (MDT's) to plan specific sanctions/services to individual youth:  
a) As an alternative to detention of a juvenile charged as delinquent; b) As a recommendation for a disposition option of a judge of the Family Court upon an adjudication of delinquency; and c) As a component of aftercare following the commitment of a juvenile to the Juvenile Justice Commission by a judge of the Family Court;

15) To coordinate the planning of aftercare sanctions and services for juveniles returning to the community following commitment to or placement with the Juvenile Justice Commission by a judge of the Family Court;

16) To use the Commission's web-based Juvenile Automated Management System (JAMS) for purposes of periodic reporting to the Commission of programmatic, contract and contractor, fiscal, monitoring, and all other information material to juveniles served by the Partnership/Family Court Program and any other programs administered by the Juvenile Justice Commission;

17) To prepare and submit written monitoring reports and evaluations, subject to review by the Executive Director of the Juvenile Justice Commission or designee: a. Monitoring the operations of programs receiving Partnership/Family Court Program funds and/or other funds administered by the Juvenile Justice Commission for compliance with program requirements; and b. Evaluating the impact of those programs on targeted beneficiaries;

18. To encourage the involvement of youth and families in the planning of services and sanctions and program development.

## **ARTICLE IV. MEMBERSHIP**

### Section 1. Number and Composition

a. The BCYSC shall consist of not less than 23 voting members under two separate Categories: Specified and Unspecified.

b. The BCYSC shall reflect the racial, ethnic and cultural demographic composition of the county and youth in the county served by sanctions/services and delinquency prevention programs planned, implemented, monitored and evaluated by the BCYSC.

c. Membership:

#### **Specified Membership Category**

- 1. Superior Court-Family Part, Presiding Judge or a Superior Court Family Part Judge who hears delinquency matters in the county, as designee**
- 2. Superior Court-Family Part, Bergen Vicinage Family Division Manager or the Assistant Family Division Manager for the county or senior staff person, as designee**
- 3. Vicinage Chief Probation Officer or the Vicinage Assistant Chief Probation Officer in charge of juvenile matters, as designee**
- 4. Bergen County Executive or other elected official, or senior staff person, as designee**
- 5. Bergen County Prosecutor or the highest-ranking assistant prosecutor handling juvenile matters, as designee**
- 6. Regional Public Defender or the highest-ranking assistant public defender handling juvenile matters, as designee**
- 7. NJ Department of Children and Families, Division of Child Protection and Permanency, Bergen/Hudson Liaison**
- 8. Bergen County Department of Health Services, Division of Mental Health Administrator**
- 9. Bergen County Superintendent of Schools**
- 10. Bergen County Technical and Special Services School Districts, Superintendent**
- 11. Director of the Bergen County Department of Human Services**
- 12. Bergen County Director of the Youth Shelter**
- 13. Bergen County Administrator of the Juvenile Detention Center**
- 14. Bergen County Juvenile Family Crisis Intervention Unit Supervisor**
- 15. President of the Juvenile Officers Association or designee**
- 16. Bergen County Department of Health Services, Office of Alcohol and Drug Dependency Director**

- 17. Workforce Development Board, Executive Director, or designee**
- 18. A representative of the business community that serves at-risk and justice-involved youth in the county**
- 19. A parent of an at-risk or justice-involved youth or a representative from an organization working on behalf of parents of an at-risk or justice-involved youth**
- 20. A youth with exposure to or experience in the juvenile justice system who has not yet reached the age of 26 years**
- 21. A representative from a nonprofit community organization located in or working on behalf of one of the most densely populated areas within the county**
- 22. See Unspecified Membership Category**
- 23. At its discretion and based on its needed representation, up to six additional individual members who have knowledge, experience, or interest in local youth, the local community, or the juvenile justice system**

Specified Members may appoint designees, provided that the designee is qualified by knowledge and/or experience to perform the duties of a member of the BCYSC. The name of designees will be submitted to the BCYSC Chair or Co-Chairs, on an annual basis. If a single voting member fulfills two roles identified above, then that voting member shall only have one vote. In the event that there is a change in personnel within the Specified Membership Category, the individual who assumes the position will become an automatic member of the BCYSC.

**Unspecified Membership Category**

Will consist of at least two (2), but not more than eight (8) individuals in total from the groups noted below. Each Unspecified Member shall demonstrate knowledge relevant to the county’s population involved in, or at risk of involvement in the juvenile justice system. Appointments shall be made in such a way as to fulfill the objective that membership reflect the racial, ethnic, and cultural demographic make-up of the county and the youth in the county served by the sanctions and services and the delinquency prevention programs planned, implemented, monitored, and evaluated by the BCYSC.

- i. Education Sector;
- ii. Mental Health, Family Counseling, Child Advocacy, Domestic Violence, and/or victims’ rights groups;
- iii. Clergy;
- iv. Family Law practitioners, as identified by the Bergen County Bar Association;
- v. The Supreme Court Committee on Diversity, Inclusion, and Community Engagement of the Administrative Office of the Courts;
- vi. Civic Organizations;
- vii. Other interested persons who deal with children.

Unspecified Members may appoint designees to sit on the BCYSC in their absence, provided that no more than one designee for any member may be appointed and further provided that the designee is qualified by knowledge and/or experience to perform the duties of a member of the BCYSC. The name of designees will be submitted to the BCYSC Chair or Co-Chairs, on an annual basis.

Appointment to the BCYSC Unspecified Membership Category shall be upon the recommendation of the BCYSC, with no term limits, with final approval by the Bergen County Executive.

Section 2. Specified and Unspecified Member Responsibilities

- a. Shall have the right to vote at BCYSC meetings.
- b. Shall comply with the Bergen County YSC Conflict(s) of Interest Policy.
- c. Shall serve, at a minimum, on one of the BCYSC Standing Committees, as well as on task forces/subcommittees, as needed.
- d. In the event that an unspecified member of the BCYSC does not attend three (3) consecutive BCYSC Membership Meetings or a total of four (4) BCYSC Membership Meetings during a calendar year, shall be subject to removal upon the recommendation of the BCYSC to the Bergen County Executive, unless such member has advised the BCYSC of extenuating circumstances causing the absences. In the event that a specified member of the BCYSC does not attend three (3) consecutive BCYSC Membership Meetings or a total of four (4) BCYSC Membership Meetings during a calendar year, a letter will be sent to remind the member of membership responsibilities as stated in N.J.A.C. Title 13. Law And Public Safety Chapter 90. Juvenile Justice Commission

Section 3. Resource Members (Ex-Officio)

The NJ Juvenile Justice Commission Court Liaison shall serve as an Ex-Officio Member, with no voting privileges, on the BCYSC. One representative from each of the following agencies may serve as an Ex-Officio Member, with no voting privileges, on the BCYSC: NJ Department of Human Services; NJ Department of Labor and Workforce Development, NJ Department of Education; NJ Department of Health; NJ Department of Community Affairs and NJ Department of Children and Families.

**ARTICLE V.  
OFFICERS**

Section 1. The Officers of the BCYSC shall be the Chairperson and one or more Co-Chairpersons, each of whom shall be a member of the BCYSC.

Section 2. The BCYSC Officers shall be elected at the first BCYSC membership meeting of the year and shall serve from then until the first membership meeting of the subsequent year.

Section 3. The Chairperson and/or the Co-Chairpersons shall preside over the BCYSC monthly Membership Meetings; appoint Sub-committees and task forces with the approval of the membership; shall not be a representative of a funded agency. In order to avoid a conflict of interest or a perceived conflict of interest, the chairperson or co-chairperson cannot be the supervisor of the youth services commission administrator.



Section 4. In the event of a vacancy in any office, appointment to fill the unexpired term shall be recommended by the Chair or Co-Chairpersons, with the approval of the BCYSC Membership.

Section 5. In the event that the BCYSC Chair or Co-Chairpersons are unable to attend a BCYSC monthly Membership Meeting, the BCYSC members shall elect a Co-Chairperson Pro Tempore.

## **ARTICLE VI. MEETINGS**

Section 1. The BCYSC shall meet no less frequently than six times annually, provided that no more than nine weeks shall elapse between meetings. Notice of each meeting, in writing, shall be given to all members at least one (1) week before this meeting.

Section 2. All BCYSC meetings shall be held at such times and in such locations as to encourage maximum public attendance, and be conducted in accordance with the provisions of the Senator Byron M. Baer Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Up to half of the youth services commission's scheduled meetings may be held by video conference call.

Section 3. Special Meetings may be called by the Chairperson or Co-Chairpersons or called upon the written request to the Chairperson or Co-Chairpersons by three (3) BCYSC members. The purpose of such meetings shall be stated with the request and no other business shall be transacted. All members shall be notified to time, place and purpose of the meeting.

Section 4. A quorum for all BCYSC meetings shall consist of a third of the voting membership (Specified and Unspecified Categories).

Section 5. Minutes for each meeting shall be recorded in writing and distributed to the BCYSC, by the Youth Services Commission Administrator.

Section 6. A 2/3 majority vote is required when voting on whether to allow a county to allocate up to 1/3 of its program component of a Partnership Grant Program allocation for county-provided sanctions and services pursuant to N.J.A.C. 13:90-3.11(c)7iii

Section 7. Voting shall be permitted by email prior to the meeting if a member and their designee cannot be present

## **ARTICLE VII. COMMITTEES/PURPOSES**

Section 1. The BCYSC shall have a minimum of three (3) Standing Committees:

**Allocations**– prepare triennial plan allocation recommendations, review program proposals and develop recommendations for the distribution of the (Partnership/Family Court

Program Funds), and conduct, at a minimum, annual program reviews on those programs which received fund for the purpose of developing recommendations for the renewal of such funds to the programs;

**ByLaws/Nominating** – review and develop amendments, as necessary; develop recommendations for the membership categories of Undesignated, and Slate of Officers;

**Planning** – 1) prepare and implement a triennial Plan, with annual updates, 2) develop a continuum of sanctions and services for the target population, 3) develop delinquency prevention programs, 4) review minority overrepresentation in the Juvenile Justice System and develop recommendations, accordingly, 5) inform the community of the service needs and/or concerns of the target population.

Section 2. Each committee shall consist of a voting majority of the BCYSC Members. Resource Members may also participate on the committees and shall have voting privileges.

Section 3. The Chairperson or Co-Chairpersons of the BCYSC shall appoint the Chairpersons of the Standing Committees.

Section 4. Committees shall report to the full BCYSC.

Section 5. The quorum for all committees shall be a majority of the committee members.

## **ARTICLE VIII. CONFLICT OF INTEREST AND APPEALS**

The BCYSC shall: 1) Adhere to a written conflict of interest policy that has been submitted to the NJ Juvenile Justice Commission with a written statement by county counsel that the policy is in compliance with applicable law; 2) Adhere to the Appeals Procedure established by the BCYSC in addressing any appeals.

## **ARTICLE IX. ADOPTION OF BYLAWS**

These Bylaws shall take effect immediately upon adoption of a majority of the BCYSC voting members present at the time of their review, provided that copies of the Bylaws have been distributed to all voting members of the BCYSC at least one (1) week prior to the vote. The BCYSC shall also submit the approved Bylaws to the Juvenile Justice Commission for their review, to assure compliance with applicable rules. A copy of the bylaws will be kept on file with the office of County Counsel.

## **ARTICLE X. AMENDMENTS**

Section 1. These Bylaws may be amended by two-thirds (2/3) vote of the voting members present provided the proposed amendment (s) has been presented at two (2) consecutive

meetings of the BCYSC.

Section 2. Notice of proposed amendment(s) shall be given in writing to the membership at least ten (10) days prior to the BCYSC.

## **ARTICLE XI ADMINISTRATION OF THE BCYSC**

- a) Responsibility for administering the BCYSC shall rest with the county in which it sits.
- b) The day-to-day business of the BCYSC shall be the responsibility of an Administrator. The Administrator shall be an individual who on the basis of education and prior job experience has demonstrated an understanding of and ability to manage public grant programs and an understanding and knowledge of the juvenile justice system and services for at-risk youth.
- c) The Executive Director of the New Jersey Juvenile Justice Commission or designee shall review and approve reimbursement of reasonable salary costs as provided in annual program management budgets submitted as part of the annual application, for the administration of programs and services funded in whole or in part through the Juvenile Justice Commission.
- d) The BCYSC Administrator shall maintain membership in, and shall regularly attend meetings of the New Jersey Association of County Youth Services Commission Administrators.
- e) Bergen County shall designate such additional staff and organizational resources necessary or appropriate to administer the duties and responsibilities of the BCYSC including, but not limited to one (1) clerical staff.

## **ARTICLE XII. PARLIAMENTARY AUTHORITY**

Roberts Rules of Order, Newly Revised, shall be the parliamentary authority in all matters not covered by the New Jersey Statutes and these Bylaws.

**ADOPTED:** February 3, 1987

**AMENDED:** January 5, 1988; November 1, 1988; December 4, 1990; June 4, 1991; February 4, 1992; March 5, 1996; June 24, 1997; April 6, 1999; February 1, 2000; February 3, 2004; June 7, 2016; August 7, 2018; December 3, 2024

N.J.S.A. TITLE 13. CHAPTER 90, Juvenile Justice Commission

**BERGEN COUNTY YOUTH SERVICES COMMISSION (BCYSC)**  
**Membership Meeting (Virtual)**  
**December 3, 2024**

**Members:** Richard Nunes (designee for Johnny Cardona); Seth Victor (designee for Mark Musella); Danielle Trippeda (designee for Shelby Klein); Tracey Kurtzmann (designee for Amanda Marcino); Rosemarie Lobretto; Anne Giacobbe (designee for Melena Anderson/Jessica Ambrosini); Nick Montello; Tara Smith; Kristen Ambrosio; Liana Dinallo; Jorge Sandoval; Linda Spiegel; Jared Lautz (designee for James J. Tedesco III); Adiyah Washington; Patrick Fletcher

**Staff:** Jamie Ziegelhofer, Laura Sirbu, Robert Sibi, Laurie Bianchi, Venus Nelson, Keller, Robert (IT)

**Ex-Officio:** Kyle Sheehan

**Resource:** Nick Campestre, Teaneck Public Schools (TPS); Lisa Cieplechowicz, Big Brothers Big Sisters (BBBS); Johana Cruz and Sarine Adishian, YWCA; Gary Donatello and Lawton Tabitha, Bergen County Prosecutor Office (BCPO); Gannon Matthew, The Bergen County Prevention Coalition (BCPC); Graham-Jones Travis, Rich Purpose Media; Hawkins-Rodgers Yolanda, Licensed Professional Counselor; Knight Ryan (BCDHS); Stephanie Drag and Jo Ponticello, Children's Aid and Family Services (CAFS); Jessica Mulligan, Superior Court of NJ; Tasia Milicevic, Megan Breeman, Patria Gerardo and Felicia Pasculli, TMR Mental Health Care; Angelica Rodriguez, The Center for Alcohol and Drug Resources (TCADR); Karen Stack, Family Support Organization (FSO); Javalda Powell, Teaneck Comes Together; Tecchio Beth, Garfield Board of Education; Amanda Walker, Care Plus

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Adiyah Washington called the Membership Meeting to order.

A motion by Rosemarie Lobretto, seconded by Kristen Ambrosio, *to approve the BCYSC November 6, 2024, Membership Meeting Minutes, was carried.*

**Superior Court of NJ** – No report

**Superior Court of NJ–Family (Juvenile)** – Liana Dinallo reported that the Superior Court is status quo. The seriousness of the offenses has continued to significantly increase. The Superior Court observed a rise in the number of waiver motions being filed in anticipation.

**Bergen County Prosecutor's Office/Juvenile** – Seth Victor reported on one of the biggest change with the juvenile system statewide. Previously, a youth had to be in custody before a motion to detain could be filed, differing from the adult system where warrants could be issued first and the individual arrested later. Now, the process has been updated to allow warrants to be issued for youth not currently in custody. However, the judge must still find probable cause before issuing the warrant. As with any change, there will be issues to work out.

**NJ Office of the Public Defender-Juvenile/Bergen** – Rich Nunes reported that the office is very busy. The influx of more serious cases has considerably heightened the workload. The seriousness of the offenses lead to large discovery and a long length of time for each case. The two newly appointed public defenders are being acclimated.

**BCYSC Administrator Report/ BCYSC Committee/Subcommittee Reports/Updates** – Jamie Ziegelhofer reported the 2025 plan update is not complete, but significant progress was made. Everything is done except for the monitoring section and the existing services section and analysis questions grid requires updating. The document will be completed by the end of the year and circulate for an email vote, then formally reaffirm the vote at the January meeting.

A motion by Rosemarie Lobretto, seconded by Seth Victor *to approve the 2025 Plan Update and Application as presented, was carried.*

Regarding the 2024 to 2026 funding an email was sent with a budget modification proposal, which was then approved via email vote, but a vote is needed to reaffirm.

Decrease to Probation in order to reallocate anticipated unspent funds due to staffing changes

Probation

Total - \$8,896 decreased to \$7,878.51 (-\$1,017.49)

Decrease to Teaneck Public Schools (TPS) in order to reallocate anticipated unspent funds

TPS due to staffing vacancy

Total - \$66,410 decreased to \$59,910 (-\$6,500)

Decrease to Client Specific in order to reallocate anticipated unspent funds due to the inability to procure a psychiatrist evaluation

Client Specific

Total - \$7,000 decreased to \$3,500 (-\$3,500)

Decrease to all BCDFG Programs (-\$100,000) in order to reallocate anticipated unspent funds due to staff vacancies and lower level of service

ATD

Total - \$115,468 decreased to \$86,868 (-\$28,600)

ASAP

Total - \$137,908 decreased to \$133,508 (-\$4,400)

Culinary Arts

Total - \$23,600 decreased to \$16,100 (-\$7,500)

Positive Strides

Total - \$27,790 decreased to \$16,990 (-\$10,800)

Psychological Evaluations

Total - \$82,100 decreased to \$71,000 (-\$11,100)

RSAP

Total - \$98,334 decreased to \$67,684 (-\$30,650)

UTR

Total - \$27,967 decreased to \$21,017 (-\$6,950)

Increase to YWCA in order to conduct an additional round of service to 10 youth (program had a waitlist)

YWCA

Total - \$33,600 increased to \$43,484 (+\$9,884)

New Program Profile #16 Confidence Closets will address positive youth development to students, increase positive school climate, improve social behaviors, conduct problems, and academic performance as well as build school connectedness. A large number of youth receiving NJ SNAP as well as reduced/free lunch supports the need.

\$101,133.49

Jamie Ziegelhofer briefly explained the purpose of the confidence closets, which is to provide hygiene products and things of that nature to youth. Each applicant was recommended for a funding amount of \$5000 to \$7000. The County has notified the recipients to update them on the process, so they can utilize the funds before the end of the year. The Confidence Closets program was modeled after a successful initiative in Ocean County.

A motion by Rosemarie Lobretto, seconded by Seth Victor *to reaffirm the budget modification vote, was carried.*

**A roll call vote to approve: Richard Nunez - yes; Seth Victor – yes; Danielle Trippeda - yes; Tracey Kurtzmann – abstain; Rosemarie Lobretto - yes; Anne Giacobbe – not present for the vote; Nick Montello – yes for other agencies and abstain for BCDFG; Liana Dinallo – yes ; Tara Smith - yes for other agencies and abstain for BCDFG; Kristen Ambrosio - yes for other agencies and abstain for BCDFG; Jorge Sandoval – yes for other agencies and abstain for BCDFG; Linda Spiegel – yes; Jared Lautz – yes for other agencies and abstain for BCDFG; Adiyah Washington – yes; Patrick Fletcher – yes; (7 yes, 1 abstain, 5 yes for other agencies and abstain for BCDFG, 1 not present for the vote).**

Adiyah Washington presented the 2025 BCDFG Alternatives to Detention (ATD), which uses the 1/3 set aside funds. The budget will remain the same from 2024 with two exceptions, the decrease of the conference and the addition of the life skills this resulted in a decrease of \$7177. The 2025 ATD budget is now \$108,291.

A motion by Rosemarie Lobretto, seconded by Seth Victor *to approve the 2025 ATD budget as presented, was carried.*

**A roll call vote to approve: Richard Nunez – not present for the vote; Seth Victor – yes; Danielle Trippeda - yes; Tracey Kurtzmann – abstain; Rosemarie Lobretto - yes; Anne Giacobbe – not present to vote; Nick Montello – abstain; Liana Dinallo – yes; Tara Smith - abstain; Kristen Ambrosio - abstain; Jorge Sandoval – abstain; Linda Spiegel – yes; Jared Lautz - abstain; Adiyah Washington – yes; Patrick Fletcher – yes; (7 yes, 6 abstain).**

Jamie Ziegelhofer reported on the site visits and formal program reviews conducted, including:

**TMR Mental Health Care** The monitoring team visited on June 25, 2025 the TMR at one of the two agency's locations: 835 Main Street, Hackensack, NJ. The space was well maintained. The monitoring team interviewed 2 parents of 2 youth. They stated they were happy with their children's progress and how convenient and accessible the sessions with virtual and in person options. They spoke of the struggle of finding services with their minimal insurance coverage. The parents suggested increasing sessions and the length of treatment (ongoing). Three staff members were interviewed. They talked about how the agency always puts the clients first. They would like to see a broader reach in services to help youth receive treatment earlier. Everyone had positive feedback. All the youth under insured or uninsured have access to the necessary level of care with access to medication monitoring, therapy and activities.

**TMR formal program review results:** 111.3 total points received out of 114 points (97.7%), with no formal recommendations.

**YWCA** The site visit took on place at 214 State Street, Hackensack NJ 07601. The monitoring team observed the program. Twelve youth and four staff members were present.

A speaker was giving a presentation virtually. The presentations covered various topics, including self-care, self-confidence, mindfulness, positive relationships, communication skills, college financial aid, applications, networking, and social media etiquette. The monitoring team interviewed three youth who had been in the program for a couple of weeks. They found the program very useful. They found the workshops helpful, and the interactive activities provided guidance on the college process, resumes, scholarship applications, networking, and information and exposure about various careers. The youth felt more confident and better prepared. Some parents were also actively involved in the program. The youth were very pleased with the program and staff and would like to see more creative vocations such as art, writing, film, etc. not just in business areas. The youth also would like to go on trips to various colleges. One of the staff members was interviewed and a file review was completed.

YWCA formal program review results: 101 total points received out of 108 points (93.5%), with no formal recommendations.

Teaneck Public Schol (TPS): The program review took place at Teaneck Public School, 100 Elizabeth Avenue, Teaneck. The monitoring team completed the file review. They then observed the group, which consisted of an interactive check-in activity led by the school counselor, Nick Campestre. There were 9 youth present (5 females, 4 males), a second staff member and an intern. The atmosphere was warm, with all the youth actively engaged and comfortable sharing their feelings, reflecting on the previous day, and discussing plans for the next day. Trust and rapport were evident in their interactions. Additionally, Melissa, the guest speaker from YWCA's Healing Space, gave a presentation on "Digital Safety" and social media challenges, emphasizing the importance of making good decisions and staying safe online. Throughout the visit, refreshments like donuts were served for the students. After the activity, the team interviewed three students and two staff members. The students spoke highly of the staff and the support, advice, and learning opportunities provided through the program. The staff noted strong collaboration with guidance counselors to identify youths who could most benefit.

TPS formal program review results: 114 total points received out of 114 points (100%), with no formal recommendations.

A motion by Seth Victor, seconded by Rosemarie Lobretto *to approve the TMR, YWCA, TPS site visits and formal program reviews, was carried.*

Bergen County Division of Family Guidance (BCDFG) Culinary Arts: The site visit took place at the Conklin Youth Resource Center, 125 Essex Street, Hackensack. The director of the program, John Zellars, greeted the team. There were 9 youth present, 2 female and 7 male, one youth arrived late. The chef, Emily MacVicar was teaching the youth a 30-minute healthy meal, which the youth enjoyed at the end of the class. Leftovers are sent home with the youth. Gloves and aprons were provided. The kitchen was clean and organized. The chef was interviewed and the suggested a new set of pots and pans would be a good improvement. The goal of the program was to teach youth teamwork, safe food handling, and kitchen skills for future possible careers in the culinary field. Some teens were often on their cell phones, not participating in the activity, and not all of them were involved in the whole cooking process. The program tries to track attendance via surveys, but they are often inaccurate and/or not completed. There was no formal curriculum for the program. Youth from other BCDFG programs attend cooking as an activity.

BCDFG Culinary Arts formal program review results: 74.5 total points received out of 105 points (71.0 %), with formal recommendations - the program needs to have a formal file for each youth, the program needs to have a curriculum which would support youth in taking the ServSafe certification and other food service vocational skills, the program should take outside referrals, explore the possibility of field trips to see restaurants/kitchens, explore vocational possibilities for youth in the program, explore partnering/consulting with the technical school or college, explore the possibility of a family component and/or activity

Bergen County Division of Family Guidance (BCDFG) Positive Strides: The monitoring team observed a group session. Two youth and two staff were interviewed. The room is still in need of appropriate decorating. The youth liked hearing from their peers and thought that was a big help. The youth stated there could be more food. There is a vacant position needs to be filled. The staff needs a laptop for the program and said they could use more engagement tools and icebreakers. BCDFG Positive Strides formal program review: 111 total points received out of 120 points (92.1 %), with formal recommendations to fill the vacant position, to explore the possibility of purchasing a laptop for the program, and engagement tools and icebreakers

A motion by Seth Victor, seconded by Rosemarie Lobretto *to approve the BCDFG Culinary Arts and Positive Strides site visits and formal program reviews, was carried.*

The proposed BCYSC 2025 meeting schedule was presented (attached below).

A motion by Kristen Ambrosio, seconded by Liana Dinallo *to approve the proposed 2025 meeting schedule, was carried.*

The third reading of the updated BCYSC Bylaws was presented (attached below).

A motion by Seth Victor, seconded by Jorge Sandoval, *to approve the BCYSC Bylaws, was carried.*  
**A roll call vote to approve: Richard Nunez - not present for the vote; Seth Victor – yes; Danielle Trippeda - yes; Tracey Kurtzmann – yes; Rosemarie Lobretto - yes; Anne Giacobbe – not present to vote ; Nick Montello – yes; Liana Dinallo – yes; Tara Smith - yes; Kristen Ambrosio - yes; Jorge Sandoval – yes ; Linda Spiegel – yes ; Jared Lautz - yes ; Adiyah Washington – yes ; Patrick Fletcher - yes; (13 yes, 0 abstain, 2 not present for the vote).**

### **Program Updates:**

**BCDFG Adolescent Substance Abuse Program (ASAP)** – 11 court ordered evaluations in November, 2 of which were conducted at the juvenile detention center, 2 of which were conducted at the Bergen's Place youth Shelter, (4 female, 5 male); 4 referrals for BIPAS; 1 referral in PAVE

**BCDFG Psychological Evaluations (PE)** – 8 referrals in November, 3 completed in detention and 5 completed in the community

**BCDFG Using Technology Responsibly (UTR)** – 2 referrals in November

**BCDFG Culinary Arts for Teens** – 1 new referral, 7 groups were held in November. The following programs participated both the Youth Resource Center, our ASAP programs are in Powerhouse for Young Women, Essex House for Young Men and the VISIONS program and a total of 34 youth participated in the program this past month.



**BCDFG Regional Stationhouse Adjustment Program (RSAP)** – 13 new referrals, serving 60 municipalities to date, 9 municipalities referred to us this past month. Received the first-time referral from Hasbrouck Heights.

**BCDFG Positive Strides (PS)** – 1 new referral in November

**BCDFG Alternatives to Detention (ATD)** – 17 youth; 6 youth on bracelet electronic monitoring (BEM), 2 youth on phone electronic monitoring (PEM), and 9 youth in non-bracelet ATD.

**Visions** – 8 young adult residents (4 female, 4 male), completed on reunification family in November

**Shelter Plus Care** – 7 youth

**Bergen's Place Youth Shelter** – 3 youth (2 female, 1 male), 1 from Bergen, and 2 out of County.

**Juvenile Detention Center (JDC)** – 13 male residents, 10 from Bergen, 3 out of County. It was announced that the basketball court is currently being built and hopefully by the spring it will be finalized. Detention statewide is in a significant crisis, as mental health.

**Children's Aid and Family Services** – The Seeds of Change conference was held on November 2nd at the FDU campus. Three schools signed up, with 30 students participating and leaving with action plans tailored to their community's needs.

**Big Brothers Big Sisters** – The two programs are up and running at Roy Brown Middle School, middle school students are mentored by Bergenfield High School students and Lincoln Elementary School, students are being mentored by BMW employees. The program sessions have recently been focusing on the importance of practicing gratitude.

Macy's in Paramus is hosting a special event for 20 students, breakfast and holiday shopping. The students in the program filled ten of those spots.

**Probation** – No report

**Teaneck Public Schools** – The program currently has 20 students enrolled, 11 from high school and 9 from middle school. Throughout the year, the students participate in various activities such as field trips, indoor rock climbing, mini golf, and an etiquette program at Maggiano's restaurant. Additionally, the program organizes an end-of-the-year activity at Dave and Buster's.

**TMR Mental Health Care** – TMR now partners with Medicaid. The youth program is currently at capacity, but they are accepting applications for next year. They are seeing issues such as disordered eating, self-harm, and suicidal ideation. The severity of these problems has been much more intense this year. The program tries to keep as many kids in our program as possible, rather than referring them out. However, the setting is not equipped for crisis intervention, which is a challenge. Initially, we had designed our program for brief, 12–16-week therapy, but the kids' symptoms have been so severe that we cannot discharge them as quickly as planned. Fortunately, the grant funding has allowed us to support the kids for longer periods, which has been very helpful. Overall, it has been a positive year, despite the increased intensity of the issues.

**YWCA** – The Junior Jumpstart program is launching a second cohort this Saturday, with a second session scheduled for next Saturday. YWCA is at capacity, with 20 kids signed up for both sessions. Additionally, there is a waitlist of 10 students hoping to join the program.

**NJ Juvenile Justice Commission (JJC)** – Kyle Sheehan mentioned that it is truly remarkable how much great work is being done, but we need to get the word out more. There are many kids in the community who could benefit from these programs. It is so important that everybody attend the program reviews learn about the programs and share your ideas and insights. Everybody should be very proud of the impactful work happening here.

**NJ Juvenile Justice Commission/JDAI** – No report

**Old Business** – Rosemarie Lobretto mentioned that the New Jersey Children's System of Care has closed intake for certain placement levels for youth, including those with justice involvement, due to staffing shortages in their programs. Rosemarie Lobretto shared this concerning development. The state lacks the staff to run these programs, effectively locking up a system that was created 22 years ago to improve placements. Shelisa Foster from Bergen's Promise further reported receiving a letter from the state about this issue, which extends to children and families with developmental challenges due to a lack of available beds. Jamie suggested the possibility of advocating with potential partnerships with the Children's Interagency Coordinating Council (CIACC). This will be explored further. The COVID-19 pandemic has significantly exacerbated this crisis, as many have left the profession, resulting in a diminished workforce. Consequently, facilities are unable to hire enough staff to accommodate and follow licensing requirements, leaving the system overwhelmed by the increasing number of children with severe behavioral health issues.

**New Business** – None

**Announcements** – Adiyah Washington highlighted that the day of this meeting marks the United Nations International Day of Persons with Disabilities and Giving Tuesday an opportunity time to foster learning, collaboration, and inspiration as we work together towards a future where all youth in Bergen County have the support and opportunities they deserve.

The next BCYSC membership meeting is scheduled for Tuesday, January 7, 2025 virtually.

A motion by Rosemarie Lobretto, seconded by Jorge Sandoval, *to adjourn the BCYSC Membership Meeting, was carried.*

Prepared by: Laura Sirbu

Reviewed by: Jamie Ziegelhofer, MSW, LSW

BCYSC Administrator



# BERGEN NEW JERSEY County

## Bergen County Youth Services Commission

### 2025 MEETING SCHEDULE

All Meetings are 8:45 AM – 10:45 AM

One Bergen County Plaza, 2<sup>nd</sup> Floor, Conference Room 2E \* Hackensack, NJ

**\*Please note that the Bergen County Youth Services Commission (BCYSC) meetings will be held virtually via TEAMS until further notice. Anyone interested in participating should e-mail the administrator, Jamie Ziegelhofer ([JZiegelhofer@co.bergen.nj.us](mailto:JZiegelhofer@co.bergen.nj.us)), for details.**

Meetings occur on the first Tuesday every month, unless otherwise indicated or notified.

- Tuesday, January 7<sup>th</sup>
- Tuesday, February 4<sup>th</sup>
- Tuesday, March 4<sup>th</sup>
- Tuesday, April 1<sup>st</sup>
- Tuesday, May 6<sup>th</sup>
- Tuesday, June 3<sup>rd</sup>
- Tuesday, July 1<sup>st</sup>
- Tuesday, August 5<sup>th</sup>
- **Wednesday, September 3<sup>rd</sup>**
- Tuesday, October 7<sup>th</sup>
- **November - tbd**
- Tuesday, December 2<sup>nd</sup> - Conference (in person)

These meetings are held in compliance with N.J.A.

C. Title 13. Law and Public Safety Chapter 90 New Jersey Juvenile Justice Commission 13:90-2.8 (b) and is conducted in accordance with the provisions of the Senator Byron M. Baer Open Public Meetings Act, N.J.S.A. 10:4-6 *et seq.*

Bylaws

**BERGEN COUNTY  
YOUTH SERVICES COMMISSION BYLAWS**

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**ARTICLE I.  
NAME**

The name of this organization shall be the Bergen County Youth Services Commission, hereinafter referred to as the BCYSC.

**ARTICLE II.  
AUTHORITY/PURPOSE**

Pursuant to N.J.A.C. Title 13. Law and Public Safety Chapter 90. Juvenile Justice Commission, the organizational structure, duties, etc. for county youth services commissions are detailed in Title 13. Subchapter 2. 13:90-2.1-2.10. the requirements of the Partnership/Family Court Program are detailed in Title 13. Subchapter 3. 13:90-3.1-3.13.

The BCYSC is designated by the County Executive, and reaffirmed with Freeholder Resolution, to be the entity in the County of Bergen, for the planning, implementing, monitoring and evaluation of services and programs of the Juvenile Justice System in Bergen County. The BCYSC shall also be responsible for developing recommendations for Juvenile Justice Commission funding awarded to the County of Bergen.

**ARTICLE III.  
DUTIES**

- 1) To prepare, and submit a comprehensive triennial plan (hereafter known as the Plan), out year updates, and annual funding applications provided for in N.J.A.C. 13:90-3.11, with respect to the totality of services and programs comprising the county's juvenile justice service system;
- 2) To make recommendations to coordinate and integrate existing sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs;
- 3) To assess and prioritize the needs of youth adjudicated or charged delinquent;
- 4) To assess existing delinquency prevention programs to determine whether such programs meet the needs of youth, are effective in meeting program goals and in ensuring financial accountability;
- 5) To determine, through the collection and maintenance of data, the nature and scope of juvenile delinquency and related problems in the county and identify the geographical regions within the county where such offenses and problems are most prevalent;
- 6) To propose a system of sanctions and services for youth adjudicated or charged as delinquent, that includes identifying geographical regions within the county where

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existing programs do not satisfy the needs of such youth, and developing proposals for closing gaps in the delivery of such sanctions and services;

7) To review, evaluate, and monitor through at least one site visit annually, existing sanctions and services under the jurisdiction, control, or proposed by the Bergen County Youth Services Commission, for juveniles adjudicated or charged delinquent and existing delinquency prevention programs to determine effectiveness in meeting program goals and in ensuring financial accountability;

8) To recommend to the county governing body, the approval or disapproval of contracts with providers seeking to participate in the Partnership/Family Court Program;

9) To cooperate with other State, county, and municipal agencies and other entities in the planning of ongoing efforts relating to the county's juvenile justice service system;

10) To inform the public of the scope of juvenile offenses, the needs of youth in the county and the availability of sanctions and services, and advocate for the needs of youth;

11) To serve as an advisory body of the county on issues relating to sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs.

12) To coordinate the efforts of municipal and regional youth services commissions and ensure their participation in the county planning process;

13) To appoint liaisons to participate in planning and related activities with appropriate planning bodies (i.e., Human Services Advisory Council, Local Advisory Committee on Alcohol and Drug Abuse, Mental Health Board - Professional Advisory Committee, County Interagency Coordinating Council-CIACC), as invited, to maximize efficient and effective use of the Partnership/Family Court Grant Funds;

14) To determine whether a need exists, and if so, sponsor the establishment of Multi-Disciplinary Teams (MDT's) to plan specific sanctions/services to individual youth:  
a) As an alternative to detention of a juvenile charged as delinquent; b) As a recommendation for a disposition option of a judge of the Family Court upon an adjudication of delinquency; and c) As a component of aftercare following the commitment of a juvenile to the Juvenile Justice Commission by a judge of the Family Court;

15) To coordinate the planning of aftercare sanctions and services for juveniles returning to the community following commitment to or placement with the Juvenile Justice Commission by a judge of the Family Court;

16) To use the Commission's web-based Juvenile Automated Management System (JAMS) for purposes of periodic reporting to the Commission of programmatic, contract and contractor, fiscal, monitoring, and all other information material to juveniles served by the Partnership/Family Court Program and any other programs administered by the Juvenile Justice Commission;

17) To prepare and submit written monitoring reports and evaluations, subject to review by the Executive Director of the Juvenile Justice Commission or designee: a. Monitoring the operations of programs receiving Partnership/Family Court Program funds and/or other funds administered by the Juvenile Justice Commission for compliance with program requirements; and b. Evaluating the impact of those programs on targeted beneficiaries:

18. To encourage the involvement of youth and families in the planning of services and sanctions and program development.

#### ARTICLE IV. MEMBERSHIP

##### Section 1. Number and Composition

- a. The BCYSC shall consist of not less than 23 voting members under two separate Categories: Specified and Unspecified.
- b. The BCYSC shall reflect the racial, ethnic and cultural demographic composition of the county and youth in the county served by sanctions/services and delinquency prevention programs planned, implemented, monitored and evaluated by the BCYSC.
- c. Membership:

##### Specified Membership Category

1. Superior Court-Family Part, Presiding Judge or a Superior Court Family Part Judge who hears delinquency matters in the county, as designee
2. Superior Court-Family Part, Bergen Vicinage Family Division Manager or the Assistant Family Division Manager for the county or senior staff person, as designee
3. Vicinage Chief Probation Officer or the Vicinage Assistant Chief Probation Officer in charge of juvenile matters, as designee
4. Bergen County Executive or other elected official, or senior staff person, as designee
5. Bergen County Prosecutor or the highest-ranking assistant prosecutor handling juvenile matters, as designee
6. Regional Public Defender or the highest-ranking assistant public defender handling juvenile matters, as designee
7. NJ Department of Children and Families, Division of Child Protection and Permanency, Bergen/Hudson Liaison
8. Bergen County Department of Health Services, Division of Mental Health Administrator
9. Bergen County Superintendent of Schools
10. Bergen County Technical and Special Services School Districts, Superintendent
11. Director of the Bergen County Department of Human Services
12. Bergen County Director of the Youth Shelter
13. Bergen County Administrator of the Juvenile Detention Center
14. Bergen County Juvenile Family Crisis Intervention Unit Supervisor
15. President of the Juvenile Officers Association or designee
16. Bergen County Department of Health Services, Office of Alcohol and Drug Dependency Director
17. Workforce Development Board, Executive Director, or designee

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- 18. [A representative of the business community that serves at-risk and justice-involved youth in the county](#)
- 19. [A parent of an at-risk or justice-involved youth or a representative from an organization working on behalf of parents of an at-risk or justice-involved youth](#)
- 20. [A youth with exposure to or experience in the juvenile justice system who has not yet reached the age of 26 years](#)
- 21. [A representative from a nonprofit community organization located in or working on behalf of one of the most densely populated areas within the county](#)
- 22. [See Unspecified Membership Category](#)
- 23. [At its discretion and based on its needed representation, up to six additional individual members who have knowledge, experience, or interest in local youth, the local community, or the juvenile justice system](#)

Specified Members may appoint designees, provided that the designee is qualified by knowledge and/or experience to perform the duties of a member of the BCYSC. The name of designees will be submitted to the BCYSC Chair or Co-Chairs, on an annual basis. [If a single voting member fulfills two roles identified above, then that voting member shall only have one vote.](#) In the event that there is a change in personnel within the Specified Membership Category, the individual who assumes the position will become an automatic member of the BCYSC.

**Unspecified Membership Category**

Will consist of at least two (2), but not more than [eight \(8\)](#) individuals in total from the [groups](#) noted below. Each Unspecified Member shall demonstrate knowledge relevant to the county's population involved in, or at risk of involvement in the juvenile justice system. Appointments shall be made in such a way as to fulfill the objective that membership reflect the racial, ethnic, and cultural demographic make-up of the county and the youth in the county served by the sanctions and services and the delinquency prevention programs planned, implemented, monitored, and evaluated by the BCYSC.

- [i. Education Sector;](#)
- [ii. Mental Health, Family Counseling, Child Advocacy, Domestic Violence, and/or victims' rights groups;](#)
- [iii. Clergy;](#)
- [iv. Family Law practitioners, as identified by the Bergen County Bar Association;](#)
- [v. The Supreme Court Committee on Diversity, Inclusion, and Community Engagement of the Administrative Office of the Courts;](#)
- [vi. Civic Organizations;](#)
- [vii. Other interested persons who deal with children.](#)

Unspecified Members may appoint designees to sit on the BCYSC in their absence, provided that no more than one designee for any member may be appointed and further provided that the designee is qualified by knowledge and/or experience to perform the

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duties of a member of the BCYSC. The name of designees will be submitted to the BCYSC Chair or Co-Chairs, on an annual basis.

Appointment to the BCYSC Unspecified Membership Category shall be upon the recommendation of the BCYSC, with no term limits, with final approval by the Bergen County Executive.

Section 2. Specified and Unspecified Member Responsibilities

- a. Shall have the right to vote at BCYSC meetings.
- b. Shall comply with the Bergen County YSC Conflict(s) of Interest Policy.
- c. Shall serve, at a minimum, on one of the BCYSC Standing Committees, as well as on task forces/subcommittees, as needed.
- d. In the event that an unspecified member of the BCYSC does not attend three (3) consecutive BCYSC Membership Meetings or a total of four (4) BCYSC Membership Meetings during a calendar year, shall be subject to removal upon the recommendation of the BCYSC to the Bergen County Executive, unless such member has advised the BCYSC of extenuating circumstances causing the absences. In the event that a specified member of the BCYSC does not attend three (3) consecutive BCYSC Membership Meetings or a total of four (4) BCYSC Membership Meetings during a calendar year, a letter will be sent to remind the member of membership responsibilities as stated in N.J.A.C. Title 13. Law And Public Safety Chapter 90. Juvenile Justice Commission

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Section 3. Resource Members (Ex-Officio)

The NJ Juvenile Justice Commission Court Liaison shall serve as an Ex-Officio Member, with no voting privileges, on the BCYSC. One representative from each of the following agencies may serve as an Ex-Officio Member, with no voting privileges, on the BCYSC: NJ Department of Human Services; NJ Department of Labor and Workforce Development, NJ Department of Education; NJ Department of Health; NJ Department of Community Affairs and NJ Department of Children and Families.

**ARTICLE V.  
OFFICERS**

Section 1. The Officers of the BCYSC shall be the Chairperson and one or more Co-Chairpersons, each of whom shall be a member of the BCYSC.

Section 2. The BCYSC Officers shall be elected at the first BCYSC membership meeting of the year and shall serve from then until the first membership meeting of the subsequent year.

Section 3. The Chairperson and/or the Co-Chairpersons shall preside over the BCYSC monthly Membership Meetings; appoint Sub-committees and task forces with the approval of the membership; shall not be a representative of a funded agency. In order to avoid a conflict of interest or a perceived conflict of interest, the chairperson or co-chairperson cannot be the supervisor of the youth services commission administrator.

Section 4. In the event of a vacancy in any office, appointment to fill the unexpired term shall be recommended by the Chair or Co-Chairpersons, with the approval of the BCYSC Membership.

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Section 5. In the event that the BCYSC Chair or Co-Chairpersons are unable to attend a BCYSC monthly Membership Meeting, the BCYSC members shall elect a Co-Chairperson Pro Tempore.

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## ARTICLE VI. MEETINGS

Section 1. The BCYSC shall meet no less frequently than six times annually, provided that no more than nine weeks shall elapse between meetings. Notice of each meeting, in writing, shall be given to all members at least one (1) week before this meeting.

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Section 2. All BCYSC meetings shall be held at such times and in such locations as to encourage maximum public attendance, and be conducted in accordance with the provisions of the Senator Byron M. Baer Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Up to half of the youth services commission's scheduled meetings may be held by video conference call.

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Section 3. Special Meetings may be called by the Chairperson or Co-Chairpersons or called upon the written request to the Chairperson or Co-Chairpersons by three (3) BCYSC members. The purpose of such meetings shall be stated with the request and no other business shall be transacted. All members shall be notified to time, place and purpose of the meeting.

Section 4. A quorum for all BCYSC meetings shall consist of a third of the voting membership (Specified and Unspecified Categories).

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Section 5. Minutes for each meeting shall be recorded in writing and distributed to the BCYSC, by the Youth Services Commission Administrator.

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Section 6. A 2/3 majority vote is required when voting on whether to allow a county to allocate up to 1/3 of its program component of a Partnership Grant Program allocation for county-provided sanctions and services pursuant to N.J.A.C. 13:90-3.11(c)7iii

Section 7. Voting shall be permitted by email prior to the meeting if a member and their designee cannot be present

## ARTICLE VII. COMMITTEES/PURPOSES

Section 1. The BCYSC shall have a minimum of three (3) Standing Committees:

**Allocations**– prepare triennial plan allocation recommendations, review program proposals and develop recommendations for the distribution of the (Partnership/Family Court Program Funds), and conduct, at a minimum, annual program reviews on those programs which received fund for the purpose of developing recommendations for the renewal of such funds to the programs;

**ByLaws/Nominating** – review and develop amendments, as necessary; develop recommendations for the membership categories of Undesignated, and Slate of Officers;

**Planning** – 1) prepare and implement a triennial Plan, with annual updates, 2) develop a continuum of sanctions and services for the target population, 3) develop delinquency prevention programs, 4) review minority overrepresentation in the Juvenile Justice System and develop recommendations, accordingly, 5) inform the community of the service needs and/or concerns of the target population.

Section 2. Each committee shall consist of a voting majority of the BCYSC Members. Resource Members may also participate on the committees and shall have voting privileges.

Section 3. The Chairperson or Co-Chairpersons of the BCYSC shall appoint the Chairpersons of the Standing Committees.

Section 4. Committees shall report to the full BCYSC.

Section 5. The quorum for all committees shall be a majority of the committee members.

#### ARTICLE VIII CONFLICT OF INTEREST AND APPEALS

The BCYSC shall: 1) Adhere to a written conflict of interest policy that has been submitted to the NJ Juvenile Justice Commission with a written statement by county counsel that the policy is in compliance with applicable law; 2) Adhere to the Appeals Procedure established by the BCYSC in addressing any appeals.

#### ARTICLE IX ADOPTION OF BYLAWS

These Bylaws shall take effect immediately upon adoption of a majority of the BCYSC voting members present at the time of their review, provided that copies of the Bylaws have been distributed to all voting members of the BCYSC at least one (1) week prior to the vote. The BCYSC shall also submit the approved Bylaws to the Juvenile Justice Commission for their review, to assure compliance with applicable rules. A copy of the bylaws will be kept on file with the office of County Counsel.

#### ARTICLE X AMENDMENTS

Section 1. These Bylaws may be amended by two-thirds (2/3) vote of the voting members present provided the proposed amendment (s) has been presented at two (2) consecutive meetings of the BCYSC.

Section 2. Notice of proposed amendment(s) shall be given in writing to the membership at least ten (10) days prior to the BCYSC.

#### ARTICLE XI

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