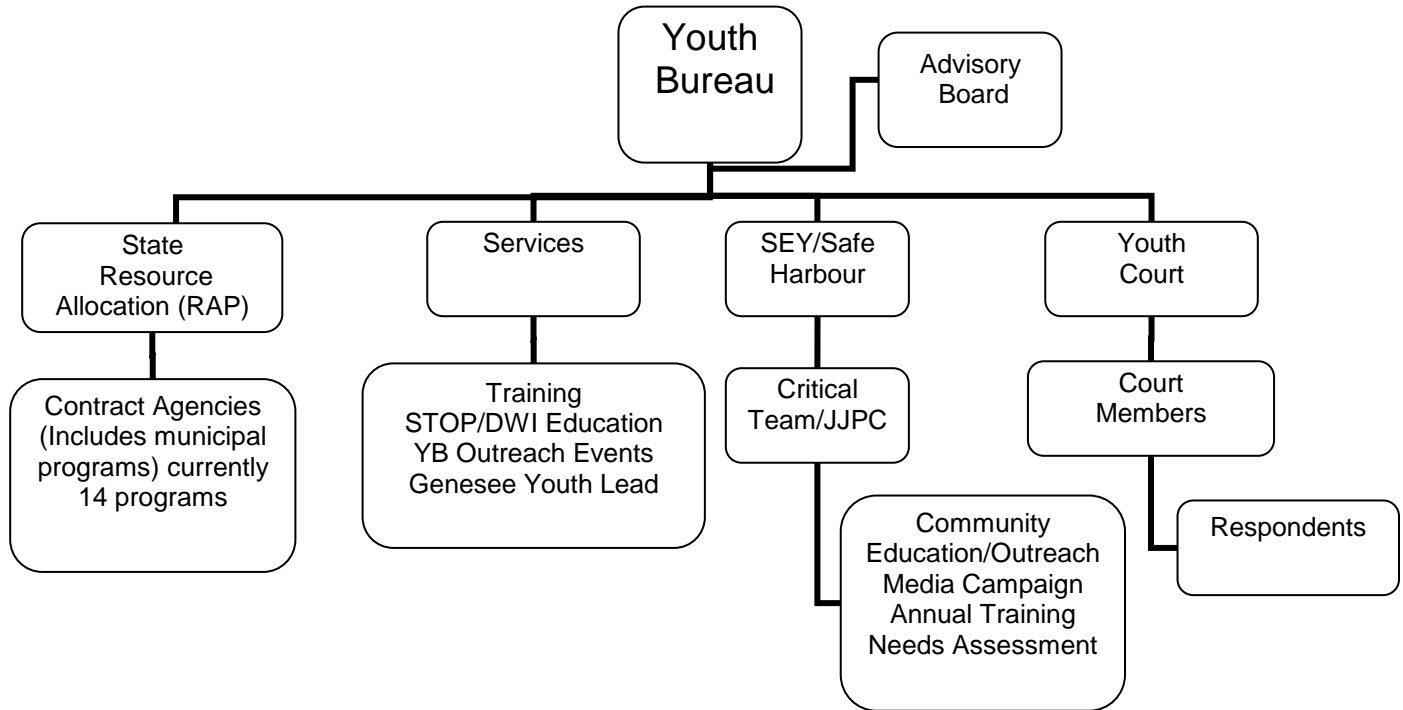


# GENESEE COUNTY YOUTH BUREAU

## ORGANIZATIONAL CHART



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## DEPARTMENT DESCRIPTION

The Genesee County Youth Bureau, established in 1971 to plan, coordinate, and supplement activities of public, private, and religious agencies devoted to the welfare and protection of youth. The Bureau is responsible to the Chief Executive and funded, in part, by the New York State Office of Children and Family Services (OCFS), inter-municipal contract with Orleans County, shared services funding with Genesee County DSS and STOP-DWI grant funds.

Youth Bureau programs develop and change over the years, but its foremost purposes remains constant. Assist with the development and funding of programs that encourage positive youth development. Programs designed to motivate young people, to develop a sense of responsibility and make a positive contribution to their communities.

### Youth Bureaus

- *Promote positive youth development and youth participation*
- *Develop local strategies that meet the needs of young people*
- *Help plan and coordinate services for youth*
- *Assess youth needs to determine funding priorities*
- *Promote partnerships with agencies to provide comprehensive services*

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- *Provide funding to youth service agencies*
- *Monitor and evaluate Youth Bureau funded programs to ensure quality services*
- *Advocate for legislation, systems change, & funding to improve/assist the youth services system*

**PROGRAMS**

The Youth Bureau administers population-based Youth Development Program (YDP) funding made available to the counties by the NYS Office of Children and Family Services (OCFS).

*The Office of Youth and Young Adult Services was created to design, coordinate and promote innovative strategies to advance youth development. These strategies will cut across all disciplines at the state and local levels. The goal is for all New York State youth to reach their full potential and become healthy, productive adults. OCFS seeks to promote the development of multifaceted quality programs that will create an environment where youth can grow, learn, thrive and develop to their fullest potential.*

No local match is required to receive Youth Development Program (YDP) funds.

Current Youth Bureau funded contract programs include:

1. Genesee County Park; Environmental Science Explorers Program
2. R2R Ministries; Teen Warehouse and Youth Camps
3. Court Appointed Special Advocate (CASA); Volunteer Training Program
4. Genesee Youth Lead
5. Genesee Youth Bureau Outreach
6. United Way; Backpack Program

<b>Prevention/Intervention</b>	2020	2021	2022 *as of 6 months	2023 estimate
Funded Programs	6	6	6	7
Funding	\$34,210	\$35,114	\$29,750	\$37,000
Youth Served	1,392	1,336	*1,156	1,500

Youth recreation programs serve our youth year round or during the summer months through drop in programs and structured sports. The current Youth Bureau funded recreation programs include:

7. Alexander Recreation
8. Bergen Recreation
9. Byron Recreation
10. Batavia Recreation & Youth Services
11. Gillam-Grant Recreation and Youth Services Program
12. Oakfield Recreation
13. Stafford Recreation

<b>Recreation</b>	2020	2021	2022	2023 estimate
Funded Programs	3	6	7	8
Funding	\$16,080	\$24,544	\$29,908	\$30,000
Youth Served	282	1,015	1,345	1,500

The Youth Bureau additionally operates grant-funded initiatives that further youth development and strengthen families and the community. Current initiatives include:

- Youth Court
- SEY/Safe Harbour

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- STOP-DWI Education and Public Information.

**Youth Court** established in 2008 and funded by the Genesee County Department of Social Services. Youth Court provides a voluntary alternative for young people facing disciplinary action through school or law enforcement. All Respondents must admit to charges prior to acceptance to Youth Court. Additionally Youth Court provides students the opportunity to become Youth Court Members and experience the judicial system first-hand as they fill all the traditional court positions (Judge, prosecution, defense, clerk, bailiff etc.). All proceedings are confidential, with no permanent record of the incident in the youth's file or record. The goal of this program is to improve youth citizenship skills and decrease problematic behaviors through positive peer pressure and early intervention. Youth serving on the court gain knowledge about legal proceedings and develop leadership & problem-solving skills.

The Youth Bureau Program Coordinator is the lead staff member for the program.

**Sexually Exploited Youth (SEY)** initiated in 2019 as seed funding, from OCFS, transitioned to **Safe Harbour** in 2020 with funding via DSS (currently through 2024). *Safe Harbour: NY is a program that implements a system-level approach within existing child welfare and allied youth-serving systems, including Runaway-Homeless Youth programs (RHY), Probation, Persons In Need of Supervision (PINS), Youth Bureaus, and other critical partners. This approach leverages existing system strengths to create a more effective and efficient response to youth who have experienced commercial sexual exploitation or trafficking, or who are vulnerable to it.*

The goals of this program is to:

- Enhance the capacity of professionals who already serve our youth population.
- Raise awareness of sex and labor trafficking.
- Better identify and provide appropriate services to at-risk, exploited or trafficked youth.
- Meet the current need of at-risk, exploited and trafficked youth.
- Support healing and prevent victimization through youth services; and enhance the capacity of local partnerships to support this work.

The Juvenile Justice Planning Committee (JJPC) functions as a task force for SEY/Safe Harbour funding. SEY/Safe Harbour program objectives fit within the JJPC mission and monthly meetings provide a platform for updates and input.

The Youth Bureau Program Coordinator is the lead staff member for the program.

**STOP-DWI** working closely with the STOP-DWI Coordinator, the Youth Bureau is the lead agency for Public Information and Education. Components of the public information and education include:

- Portable STOP-DWI display
- Youth education event
- Prom/graduation reminder gifts
- Public (youth & adult) information campaign
- STOP-DWI “Night at the Ballpark”
- Poster contest and luncheon with law enforcement recognition

The Youth Bureau Program Assistant is the lead staff member of the program

<b>STOP-DWI</b>	2020	2021	2022	2023 Estimate
Funding (*actual)	\$7,088*	\$9,500	\$9,700	\$7,000
Youth Conference (*virtual)	496	80*	172	450

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Adult Campaign	5,800	6,000	6,100	6,100
Night at the Ballpark	Can- celed	2,200	1,594	2,000

**Genesee Youth Lead** developed and implemented in 2013 as a leadership program to replace the former Government Intern Program. Designed to help students evaluate their strengths, weaknesses and potential for personal and intellectual growth. Youth Lead provides the opportunity for students to develop leadership skills by being a part of a team, the community and through applied learning within the county. Presently the program has 102 alumni from every high school in Genesee County. Youth Lead provides leadership development through hands-on experience within and outside the classroom. Topics covered during the eight-month program include:

<ul style="list-style-type: none"><li>• Local government</li><li>• Criminal justice system</li><li>• Local business</li><li>• Health &amp; human services</li></ul>	<ul style="list-style-type: none"><li>• Civic responsibilities &amp; community service</li><li>• Job readiness</li><li>• Agribusiness</li><li>• Emergency Management</li><li>• Arts &amp; Culture</li></ul>
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The Youth Bureau Program Coordinator is the lead staff member for the program.

**Ongoing Collaboration**, the Genesee County Youth Bureau strives to be the conduit for youth services in the county. Through committee memberships, collaborative initiatives, joint functions and a team approach with agencies and programs throughout the county. Including but not limited to:

<ul style="list-style-type: none"><li>• GCASA</li><li>• GCC/GVEP/BOCES and School Districts</li><li>• County Parks and Planning, Genesee 2050</li><li>• YMCA</li></ul>	<ul style="list-style-type: none"><li>• Community Action</li><li>• Genesee Interagency</li><li>• Law Enforcement, Probation and Courts</li><li>• Court Appointed Special Advocate (CASA)</li></ul>
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**STRATEGIC FRAMEWORK**

**Mission**

Dedicated to developing, implementing and evaluating a comprehensive countywide system of youth related services.

**Key 2022 Accomplishments**

- Operated within the restrictions of COVID-19 to modify programs, to fill the obligations of the Youth Bureau to the youth of the county.
- Provided staff for County Testing and Vaccination Clinics
- Functioned for 3 months under an Interim Executive Director. Transition into new Executive Director in August 2022.
- Continue the working relationship with Orleans County for the operation of the Youth Bureau. The arrangement is expected to continue into 2023.
- Hosted the STOP-DWI Night at the Ballpark. Continued positive working relationship with new team owner.
- Staff continued ongoing commitment to committees, organizations and community groups as youth development experts, along with leadership development and team building engagement.

**Youth Court:**

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- All Youth Court functions continued in 2022.
- Currently there are 32 members of Youth Court and 2 Advisors.
- Ten seniors will be heading off to College.
- One member received the *Western Regional Youth Court Scholarship*
- Recruitment is underway for new YC members who will begin training in October 2022 with a swearing in ceremony January 2023.
- 15 youth court referrals were received for 2021 (6 GCSO, 6BPD, 2 Pavilion HS, 1 GC Probation).
- 6 youth court referrals received thus far in 2022(3 GCSO, 2 BPD, 1 Pavilion HS)
- Youth Court has processed 266 cases since its inception in 2008.
- Youth Court staff and members continue to work closely with the Batavia City PD and GC Sheriff's Juvenile Officers, GC Probation Department and School Resource Officers.
- Throughout the year Youth Court members can be counted on to volunteer with a variety of Youth Bureau activities.

### **STOP-DWI**

- A majority of STOP-DWI activities were active in 2021/2022.
- Display, public education, prom/graduation activities continued to spread the message.
- The Night at the Ballpark hosted over 1,500 people at a Muckdogs game in July 2022.
- Adult campaign, poster contest and luncheon are expected to take place in the fall of 2022.
- Due to COVID, the 2022 spring youth conference returned in person as one of the cornerstone STOP DWI annual events. This event annually encourages over 450 students in the 7<sup>th</sup> & 8<sup>th</sup> grade to make good decisions. However with COVID protocols still in place in March, we scaled the event down to only 20 students per school district to attend. 2023 should bring back the Youth Conference at full capacity.

### **Genesee Youth Lead**

- Recruitment efforts are underway for the October 2022 program start with a number of application already in hand.
- Staff plan to be on hand at schools for the start of the new year to promote a number of YB activities including Youth Lead and Youth Court.
- The partnerships with our local schools is a key component to the success of the YL program.
- Program Coordinator worked with the schools for the 2021-2022 class to be completely paid for by their home school district. This is something we hope to continue for the 2022-2023 program year.

### **Safe Harbour**

- Continue utilization of media and billboards highlighting the national hotline number.
- Continue education with middle school age youth along with community outreach & education.
- Fall 2022 half-day conference to educate service providers and law enforcement.
- Maintain stock of "Go Bags" containing personal care items for youth in need.
- Juvenile Justice Planning Committee (JJPC) continue as Task Force for program.

### **Key 2023 Goals**

- Continue Inter-municipal Agreement for the operation of the Orleans Youth Bureau.
- Continue SEY/Safe Harbour programming for Genesee County through DSS agreement's to:
  - Educate and address youth at risk of being sexually exploited or trafficked.
  - Increase public awareness through outreach events.
  - Sponsor an annual fall conference for 100 service providers and law enforcement.

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- Report monthly to Juvenile Justice Planning Committee (JJPC).
- Lead the Youth Conference Planning Committee for 7 & 8<sup>th</sup> grade students that will take place in March and serve 450+ youth from both counties.
- Sponsor the annual youth recognition awards & banquet; collaborate with City of Batavia Youth Board on award recipients. Providing recognition to outstanding youth, adult youth workers and adult volunteers across the county.
- Host the anchor event for Genesee County Government Month, Family Game Night. Increase engagement across county departments for this valuable community night.
- Conduct a youth service needs assessment in both counties. Last done 2017-2018
- Continue to provide representation and accept leadership roles on community human service boards, committees etc.
- Continue partnerships with youth programs and youth based initiatives across the region.
- Increase emphasis on activities that promote future employability of youth
  - GLOW Emerging Workforce Committee, GLOW with your Hand's
  - BEA career programs and event's
- Evaluate current social media use to insure engagement with desired audience, youth and adult. Utilize County contracted marketing services.
- Evaluate creating semiannual newsletter to highlight youth activities.
- Evaluate new or previously operated youth programs for need, viability, funding and sustainability (example AmeriCorps, Big Buddy/brother/sister etc.).
- Review previously funded YDP programs who have not applied in several years, contact and encourage qualified programs to apply. Reengagement has already begun with two previously funded recreation programs.
- Utilize the proximity to the Office for the Aging towards addressing actions and activities that develop the unique connection of youth and seniors for mutual benefit.
- Increase direct services provided by the Youth Bureau and Youth Bureau volunteers to assist with increasing overall engagement with Youth Bureau activities and events.

### **Youth Court:**

- Train a class of new members beginning October 2022.
- Increase communication with SRO's and Assistant Principals;
  - Promote YC membership as an educational opportunity
  - Promote YC as meaningful disciplinary option
- Program has the capacity to hear a greater number of cases.
- Evaluate current community service locations add/subtract as needed
- Provide monthly programs/trainings/case reviews in lieu of active cases
- Provide members with additional training opportunities through regional and state associations
- Encourage Association of NYS Youth Courts scholarship opportunities

### **STOP-DWI:**

- Plan to host in person annual Youth Conference.
- Promote Adult Campaign during the holiday season with local businesses.
- Promote good decision making through Prom/Graduation season.
- Plan "Night at the Ballpark" with Dwyer Stadium and the Batavia Muckdogs. Address enhancements identified in post-game meeting. Look at other opportunities for partnerships with the Muckdogs.
- Promote participation in the Annual STOP-DWI Poster Contest to all schools. Recognize contest

winners and Law Enforcement at Luncheon.

**Genesee Youth Lead:**

- Establish a minimum goal of two students per High School for the 22-23 program year.
- Cultivate and maintain relationships with area schools and their student body to ensure participation in years to come. Emphasis on schools with lower participation with YB programs.
- Expand partnerships with human service, government, civic, and business groups within the community to provide a comprehensive countywide youth program
- Evaluate each session to ensure quality programming for future years, make adjustments where needed

**Facility and Staffing**

The current location within the Office for the Aging building is an ideal central location for the Youth Bureau. The facilities within the Youth Bureau suite and shared space with OFA are more than adequate. Discussions with OFA director Diana Fox have indicated that with a current reorganization she feels they also have adequate space. In conversations with with Diana and others a common thought has been expressed, how do we utilize what youth and seniors have in common, to the benefit of both groups.

Current Youth Bureau staffing is two fulltime employees, one other than full time employee and a part time employee. These positions are comprised of an Executive Director (37.5 Hours), Program Coordinator (22.5 Hours), Program Assistant (37.5 Hours) and second Program Assistant (19.5 Hours). IT Principal Clerk provides additional staffing at approximately 3.5 hours per week. We are sincerely grateful for this assistance from IT. Volunteers from Youth Court and Youth Lead also assist with events that need more hands.

Current staff is very flexible and willing to adjust schedules to accommodate evening and weekend obligations. As this program budget demonstrates the Youth Bureau is a very dynamic and multi-faceted department. Programs and events take hours of behind the scenes work before and after, often requiring coordination with multiple agencies. Likewise a budget with grant obligations requires additional due diligence. Current staffing is able to manage all the nuances one would expect from an active youth oriented department. A planned updated *county youth needs assessment* along with any program additions will certainly carry with it a staffing review.

**BUDGET SUMMARY**

<b>Appropriation</b>	<b>Adopted <u>2021</u></b>	<b>Estimated <u>2021</u></b>	<b>Adopted <u>2022</u></b>	<b>Proposed <u>2023</u></b>	<b>Adopted <u>2023</u></b>
Salary/Fringe	209,214	144,000	196,121	206,494	199,088
Equipment	0	0	0	0	0
Total Appropriation	347,997	259,000	323,562	311,371	320,911
Revenue	246,899	228,000	205,602	197,162	197,162
Net County Support	101,098	31,000	117,960	114,209	123,749
FTE's	3.0	3.0	3.0	2.0	2.0
PTE's	0	0	0	2.0	2.0

## **BUDGET HIGHLIGHTS**

The 2023 Youth Bureau projected budget represents a modest \$123,749 investment by Genesee County in the future of the county. This is accomplished by leveraging NYS Office of Child and Family Service (OCFS) funding, an inter-municipal agreement with Orleans County, shared services funding from DSS, along with STOP-DWI funds to impact over twenty (20) programs and events in the county. Additionally, a dozen more in Orleans County. Youth Bureau staff are invested in a multitude of committees, workgroups, agencies/organizations and events across the county to ensure Genesee County youth needs are being represented.

**Orleans County** Current inter-municipal agreements include:

- Inter-municipal agreements with Orleans County are proposed to be \$29,262 for 2023. This is a reflection of 15% of the Executive Director and 200 hours of the Program Coordinator to staff the Orleans Youth Bureau as well as STOP-DWI program expenses and staff time. Expense lines such as office supplies, copying, postage, program expenses and mileage to be covered by the contracts. The arrangement with Orleans County is subject to annual renewal.

**Items of note for 2023:**

- Safe Harbour funds will remain consistent with previous years. Changes to the program will reflect any changes in the funding that is received from DSS but no major changes are expected at this time.
- The SEY/Safe Harbour Contract with Orleans did not transition for 2022 and will not be a contracted item in 2023.
- OCFS Youth Development Program (YDP) funding is expected to increase as sports betting revues are now included in this allotment.
- The 2023 budget maintains staffing from previous agreements. The agreement with Orleans covers 15% of the Executive Director and 200 total hours of the Youth Program Coordinator along with the fridge benefits associated with that time.

Numbers on a budget spreadsheet cannot adequately measure the Youth Bureau's benefit to the community. The strength of any community comes from commitment to the future. The future, where today's youth become tomorrow's leaders. With steadfast support from the county, the Youth Bureau has influenced and will continue to influence the future of Genesee County.