



**JUST US 4 YOUTH**  
MENTOR | HEAL | DEVELOP

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<https://us02web.zoom.us/j/85035129264?pwd=V3lzbFB4SUZvenhEcjJ6YW9DMDZMdz09>

Meeting ID: 850 3512 9264

Passcode: 019465

**Just Us 4 Youth  
Board of Directors Meeting  
October 23, 2023 | 5:00PM**

**REVISED**

**AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes of August 28, 2023 (Pages 1-3)
4. Approval of Renewal of Term for Board Member/Secretary Tina Solorzano (Page 4)
5. Approval of New Board Member Federico Blanco (Page 5)
6. Update on STAY and LAHSA Agreement (Pages 6-8)
7. Receive and File Update on Insurance (Page 9)
8. Receive and File Chief Executive Officers Report (Pages 10-13)
9. Receive and File Update on Grant Requests (Pages 14-19)
10. Receive and File Financial Information & Statements (will be sent separately)
11. Board Comments
12. Adjournment

**Just Us 4 Youth Board of Directors**

**Meeting Minutes**

**August 28, 2023**

1. **Call to Order** - The meeting was called to order by President Peter Hidalgo at 5:00PM.
2. **Roll Call** - Deanna Stanley called the roll:

Present

Peter Hidalgo, President  
Dr. Tina Solorzano, Secretary  
Mario Rodriguez  
Natalie Delgado  
Lupe Ruiz  
Jose Rivera  
Adrian Greer  
Claudia Kidmy

Absent

Anthony Cantanese  
Derek Torry  
Jeanette Ellis Royston

Staff

Eric Vasquez, Chief Executive Officer  
Paul Hudak, Chief Operations Officer  
Josey Ramirez, Chief Executive Assistant  
Deanna Stanley, Board Dev. Specialist  
AJ Espinosa, Accountant

3. **Public Comment** - There were no public comments.
4. **Approval of Minutes of Annual Meeting of June 24, 2023** - The Board reviewed the minutes of the meeting. A motion was made by Jose Rivera and seconded by Adrian Green to approve the annual meeting minutes of Jun 24, 2023 . The minutes were unanimously approved.

5. **Update on Board Membership** - Eric Vasquez explained that the membership has changed and that there are five open seats on the board with an additional two available for TAY members. Membership qualifications were reviewed and the board was advised that on-line applications were available on the JU4Y website.
6. **Approval of Finance and Accounting Policies & Procedures** - Eric Vasquez indicated that staff would be updating policies and bringing them to the Board for approval. He indicated the agency has recently hired an internal accountant to handle accounts payable/receivable responsibilities, tasks that were formerly outsourced. He introduced AJ Espinoza who was on an educational path to become a Certified Public Accountant. After discussion a motion was made by Adrian Greer and seconded by Tina Solorzano to approve the finance and accounting policies and procedures. The motion passed unanimously.
7. **Approval of Update to JU4Y Bereavement Policy** - Eric Vasquez reviewed the purpose of revising the bereavement policies and the matter was discussed at length. The Board expressed appreciation for the compassion extended by the policies to ensure staff had the opportunity to grieve after the loss of a mentee or student they worked closely with. A motion was made by Natalie Delgado and seconded by Claudia Kidmy. The item passed unanimously.
8. **Update on Strategic Goals & Plan for Strategic Workshop** - Eric Vasquez reviewed the three strategic goals for 2025-25 that are: housing, transportation and a gymnasium. He reviewed the details of each and requested staff follow up to secure a mutually convenient date and time to hold a workshop to discuss these goals. It was agreed that this shall be done.
9. **Board Member Comments** - President Hidalgo reported that the Executive Committee members would be meeting monthly with Eric Vasquez. He reported that the Governance Committee would be led by Vice President Jose Rivera and the Finance Committee would be led by Treasurer Natalie Delgado. These Committees will be convening meetings and welcome any members' participation. Mario Rodriguez reminded staff of TSE requirements and reported that he was pleased that one of his clients applied for a mentor position at JU4Y. Member Kidmy indicated that she has been ill and likely not going to make the Gala and invited JU4Y to use her two purchased tickets.

10. **Chief Executive Officer's Report & Financial Statements** - Eric Vasquez reviewed summer programs that included LA84 funded basketball league, the ongoing programming at the Renacimiento Center, restorative circles at LaVerne Charter, Throwback Thursdays and Friday Night Lights. He asked if there were any questions regarding the financial statements. A motion was made by member Jose Rivera and seconded by Claudia Kidmy to receive and file the financial reports.

11. **Adjournment** - The meeting was adjourned at 5:57PM.

DATE: October 23, 2023  
MEMO TO: Just Us 4 Youth Board of Directors  
FROM: Jose Rivera, Vice President/Chair, Governance Committee  
SUBJECT: Approval to Renew Term of Dr. Tina Solorzano as Executive Board Member

**RECOMMENDATION**

Approve Dr. Tina Solorzano as a member of the JU4Y Board and continue to serve as Secretary. Member Solorzano's term will become effective immediately through October 2027.

**BACKGROUND**

The recently adopted bylaws remind us that Board member term limits are four years. However, a member may continue to serve if they so desire with approval from the Board.

Our longest serving board member, Dr. Tina Soloranzo's term is expiring and she indicates that she would like to continue to serve. She has an unwavering commitment to Just Us 4 Youth, and brings a wealth of professional knowledge to staff that is so valuable.

DATE: October 23, 2023  
MEMO TO: Just Us 4 Youth Board of Directors  
FROM: Jose Rivera, Vice President/Chair, Governance Committee  
SUBJECT: Approval of Federico Blanco as Board Member

**RECOMMENDATION**

Approve Federico Blanco to serve on the Just Us 4 Youth Board of Directors for a four year term.

**BACKGROUND**

We have received an application from Federico Blanco to become a member of the Just Us 4 Youth Board. Mr. Blanco currently serves as Chief Legal Officer and Compliance Officer at Studio 71.

DATE: October 23, 2023  
MEMO TO: Just Us 4 Youth Board of Directors  
FROM: Peter Hidalgo, President  
SUBJECT: STAY Program Update

**RECOMMENDATION**

Receive and file.

**BACKGROUND**

The Executive Committee met on October 11, 2023 to discuss the status of the STAY Program and our contract with our funding partner, Los Angeles Homeless Services Authority (LAHSA). LAHSA requested staff to give them the intent of JU4Y as quickly as possible. After the Executive Committee was presented with each alternative, the Committee chose to exercise Scenario 1 and this was shared with LAHSA on October 16, 2023.

The following is a summary of what we discussed for your information.

The Just Us 4 Youth's (JU4Y) STAY Housing Program (Supportive Transitional Assistance for Young Adults) began in June 2020. The JU4Y program is housed through a partnership with First Presbyterian Church of Pomona and is located at 401 N. Gibbs Street. We operate primarily on the 3rd floor and have 14 beds available. As of this date we have 11 clients with four (4) on a waiting list ready to move in. We operate the STAY program as a 24-hour operation with on-site and on-call staff at varying shifts, two (2) are JU4Y staff and five (5) are through the partnership with Bithia Family Services.

**FUNDING**

In November 2022, we were awarded a 2-year grant of \$1,026,642 through Los Angeles Homeless Services Authority (LAHSA) which began November 1 and ends on October 31, 2024. We also have received funding from: the Amnity Foundation in the amount of \$200,000 (for a period of three years which began March 2023 for salaries and certain expenses), the City of Pomona for \$20,000 and a community wellness grant from Tri-City

Mental Health in the amount of \$6,500.

As a part of the LAHSA grant, \$523,608 was allocated to the rental program assistance for clients. Unfortunately, it was not the intent of JU4Y to have this significant portion of the overall award in this restricted category. This left the staffing category underfunded. When this oversight was recognized, staff contacted LAHSA to request an amendment to reallocate these funds into other budget categories, but the request was denied due to strict funding guidelines. Our Chief Executive Officer also reached out to HUD to explain the significance of not releasing the restricted funds. Unfortunately this request was also denied. The resulting shortfall affects our ability to pay for staff salaries.

The Committee was presented with the following alternatives:

### **SCENARIOS**

The STAY program operates on an annual budget of \$734,884 which includes staff salaries, benefits, operating expenses, program supplies, transportation, food pantry, indirect costs, and other costs. Current funding covers \$254,884 leaving us with a shortfall of \$480,000. The monthly cost of salaries under the current arrangement is \$43,671.56 which includes five (5) Bithiah staff, one full time JU4Y Supervisor at \$5,708.33 and one part time JU4Y staff. The most obvious reduction in costs can be done by reducing the level of staffing.

#### *SCENARIO 1*

Continue to operate with a reduction of staff while continuing to seek additional funding. Under this scenario we could be operational through February, 2024. A reduction of staff (three (3) Bithia and one (1) part time JU4Y) would reduce the monthly salary costs to roughly \$28,486.

#### *SCENARIO 2*

Continue to operate the STAY Program, terminate the contract with Bithia and replace staffing at a reduced level with JU4Y staff (one supervisor and three staff). This would reduce the monthly cost to roughly \$20,208 and extend the program through March 2024.

#### *SCENARIO 3*



The STAY program will continue to operate at First Presbyterian. All services will be provided by LAHSA. This scenario will result in termination of the contract with Bithia and elimination of the JU4Y position at First Presbyterian Church. LAHSA will provide case management staffing through the duration of the contract agreement. Under this scenario JU4Y will have no further obligation. The grant funds would be essentially given back to the program and used by LAHSA.

#### *SCENARIO 4*

Under this scenario we terminate the agreement and do not continue this program. We would use the restricted account to pay for our client's relocation (first/last month's rent, etc.) expenses. Under this arrangement we may incur one month of rent due to First Presbyterian but could use the existing grant for this. This scenario, if selected, can be done on or about January 1, 2024 when we anticipate funds are nearly depleted. It should be noted that if this scenario is selected, we would be restricted from having a contract with LAHSA for a period of three to five years.

DATE: October 23, 2023  
MEMO TO: Just Us 4 Youth Board of Directors  
FROM: Eric Vasquez, Chief Executive Officer  
SUBJECT: Status of a Non-Profit Management Indemnity Policy

**RECOMMENDATION**

Receive and file.

**BACKGROUND**

The topic of insurance coverage was discussed briefly at a prior meeting. As a part of overall risk management, JU4Y is committed to carry insurance coverages necessary to protect the agency, its staff and Board. In addition to the existing coverages we have in place, staff is seeking the Boards consideration of JU4Y obtaining a non-profit management indemnity policy. The non-profit management indemnity policy is also referred to as Director and Officers liability insurance that covers the agency’s Board and officers for defense costs, settlements and judgments arising out of lawsuits and wrongful act allegations brought against the agency.

As Directors and Officers, responsible for the oversight of all aspects of Just Us 4 Youth, coverage is necessary to protect the Board and officers against accusations that are beyond professional liability. The professional liability insurance covers unsatisfactory or negligent work. Occurrences that the Directors and Officers liability policy covers includes board decisions, accusations of mismanaged funds, failure to meet regulatory standards and failure to perform official duties, to name a few.

Our broker provided a quote from Westchester, an A++ best rated, admitted carrier for a one year policy, \$1M coverage for:

(option 1)	\$25,000 deductible	\$4,753
(option 2)	\$50,000 deductible	\$1,406

We have asked the broker to place the policy with a \$50,000 deductible.

DATE: October 23, 2023  
MEMO TO: Just Us 4 Youth Board of Directors  
FROM: Eric Vasquez, Chief Executive Officer  
SUBJECT: Chief Executive Officer's Report

**The First Annual Gala** was held on September 1st. The Gala was well attended and the overall feedback is that it was a success. We set an aggressive goal of \$75,000 that was based on table/ticket sales as well as ad sales. Though we did not meet our goal, and continued fundraising efforts are underway, we believe that the event was successful. The gala provided a space for JU4Y clients to share lived experiences to many who otherwise would not have the opportunity to hear them directly from the youth whose lives we have impacted. In addition new relationships were established that we foresee collaborating with in the future.

**Building Progress** - The construction of the new office building is moving forward. The contractor has reported an expected completion date of the first quarter of next year. Staff meets with the contractor weekly to discuss and see the progress.

**Audits** - We are currently undergoing two audits. An annual financial audit is taking place for calendar year 2021 and once that audit is completed the plan is for this firm to immediately move forward with an audit for 2022. This firm will also be filing Form 990s. At the same time the Office of Violence Prevention (OVP) is conducting an audit. This is a requirement as part of the contract. LAHSA has also performed an audit of the STAY program.

**Pomona Pre-Arrest Youth Diversion Policy** - As a result of an officer involved shooting in February 2022 that involved youths, the Gente Organizada approached JU4Y to seek support and involvement in developing an alternative to arrests of youth through a restorative second chance diversion policy. Over the past few years meetings were held with Gente, PCS Family Services, JU4Y staff, Pomona Police Chief and the Mayor. The policy has resulted in a Resolution that the Council will review in November. This restorative policy will allow youth the opportunity to avoid arrest under specific categories when being stopped by the Pomona Police Department, and directed to a diversion program and avoid a criminal record. We are pleased with the spirit of cooperation by everyone involved and we look forward to this program to become something other cities will implement.

**Assembly Bill 590** - In an effort to help non-profits that have contracts with the State, Assemblymember Gregg Hart (D-Stanta Barbara) authored Assembly Bill 590, authorizing advance payments to non-profits with government contracts. This was a priority because it strongly impacts the access and ability of nonprofits to partner with the state or successfully pursue grant funding. As with most contracts, providing services first, invoicing for these services and basically floating often significant costs associated with services while awaiting payment can create hardships. This bill is an example that having to front the costs of services is not only a concern of JU4Y but statewide for many non-profit organizations. The Governor has signed this bill. This is encouraging for us, and we will look for additional funding opportunities with the State.

**Renacimiento Community Center Grand Opening** - The Rena Center has been operational for several months with a variety of programs. The center is a source of information for the community and we are happy to report that we now have a variety of collaborations. We are planning a grand opening in the near future, likely the beginning of December. We will keep you advised of the details once we have them. In the meantime, a copy of our most recent report is attached.

**Community Thanksgiving, Tuesday, November 21, 2023 from 4-6PM** - We are partnering with Purpose Church to host our second annual Community Thanksgiving on Tuesday, Nov 21, 2023 from 4PM to 6PM. Purpose Church has allowed us to use their gymnasium as we prepare to feed 300 community members. Staff has been aggressively working to secure financial and in-kind donations for this event. Supervisor Solis' office has graciously agreed to help with sponsorship. We are extending the invitations to our program participants and their families and are excited to be able to once again begin the holiday season with them. All Board members are welcome to attend.

**Outreach Activities** - I hosted a 'city tour' with Iso Nakasato, Director of Government Relations and Dora Castro from Athens Services. The tour included visits to our two transitional housing sites, a duplex housing TAY, our office under construction, the Renacimiento Center and various JU4Y activity sites. Athens opened a new office in Pomona recently and we found it important to introduce JU4Y to this significant business in the City. From this introduction they have asked us to provide a list of events they could help sponsor.

**Collaboration with God's Pantry** - We recognize how there are strengths in numbers and we are collaborating with God's Pantry to help deliver food to families in need. God's Pantry is dependent

upon volunteers and community to help this effort and in discussion with them we mutually agreed that we are serving the same areas and more often than not providing services to the same families.

### ***Program Updates***

#### **On Point**

The On Point program began services at Arrow High School in Glendora. This is a new contract with the Charter Oak Unified School District. From this contact we have also established a new relationship with the Sunrise Rotary Club of Covina.

#### **Connect**

The Connect Program is continuing Throwback Thursdays. In addition, its annual Gorgon event was held on Friday, October 13 and an unmasking event and Trunk or Treat was held on October 27 with the City of Pomona.

#### **GROW**

The Grow team has completed its circle training to LaVerne Charter staff in Pomona. Based on feedback from the teaching staff and administration, the program was a success. We will be on-call for support should the need arise. In addition we will continue to market these services to other schools. The Grow Supervisor has also been busy spearheading needed improvements to our onboarding process for new hires including TSE workers.

#### **STAY**

STAY has undergone various audits over the past several months with LAHSA and are implementing recommendations. We are seeing progress in our clients and look forward to their success. A Thanksgiving feast will be held at the STAY house on November 16.

#### **TREE**

TREE is operational at the Renacimiento Community Center and holds parenting classes that include GED preparation and academic support. The clients at STAY Nurtured also participate in parenting classes.

**RJ+CARE**

Staff is working on curriculum for a 16-week "Grief, Loss & Resilience" class using CDCR Rehabilitative Innovation Grants for Healing & Transformation (RIGHT) funding awarded to JU4Y in May. The "Grief, Loss & Resilience" curriculum being developed for the CDCR RIGHT grant has components in it -- particularly the Social Emotional Wheel for ID of emotions, and the five weeks of image-based activities and facilitation questions on the stages of grief -- that can be used by VIP, OnPoint, KEEP, and possibly other units of JU4Y.

**KEEP** - Our KEEP Program is going strong at the following schools:

- Allison Elementary
- Armstrong Elementary
- Barfield Elementary
- Decker Elementary
- Golden Springs Elementary
- Kingsley Elementary
- Lopez Elementary
- Madison Elementary
- Pantera Elementary
- Ranch Hills Elementary
- The School of Arts and Enterprise (middle school)

In addition, TLC-sponsored field trips are planned November 20-22 at the LA Zoo, California Science Center and Knotts Berry Farm.

DATE: October 23, 2023  
MEMO TO: Just Us 4 Youth Board of Directors  
FROM: Eric Vasquez, Chief Executive Officer  
SUBJECT: Status of Grant Requests

JU4Y is always looking for additional funding opportunities. As of Oct 18, 2023 the following are the most recent grant applications we have submitted for your information:

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Granting Agency: County of Riverside Department of Public Social Services (DPSS)  
Program Name: [Non-Violent Crisis Prevention Intervention Training \(CPI\)](#)  
Purpose: To provide CPI Training to 150 adult staff/volunteers from Harmony Haven Children and Youth Center — a transitional housing shelter based in the City of Beaumont.  
Grant Amount: N/A  
Anticipated Award Date: January 2024  
Deadline: October 24th, 2023

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Granting Agency: LA County Department of Youth Development (DYD)  
Program Name: [Youth Development Services - Diversion](#)  
Purpose: To enter into a master service agreement with DYD and provide youth care services.  
Grant Amount: N/A  
Anticipated Award Date: Unknown  
Deadline: October 27th, 2023

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Granting Agency: Community Partners & LA County Chief Sustainability Office  
Program Name: [Los Angeles Equity Food Fund](#)  
Purpose: To serve as the lead applicant and fiscal sponsor in strengthening food distribution and systems in the City of Pomona with expert partners — Amy's Farms and Lopez Urban Farm.  
Grant Amount: \$300,000-\$1,000,000

Anticipated Award Date: January 2024  
Deadline: October 30th, 2023

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Granting Agency: LA County Department of Public Social Services (DPSS)  
Program Name: [Community Development Block Grant \(CDBG\)](#)  
Purpose: To provide programs and services that benefit City of Pomona low-income residents.  
Grant Amount: \$265,734.00  
Anticipated Award Date: May 2023  
Deadline: December 5th, 2023

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Granting Agency: California State Department of Parks and Recreation  
Program Name: [Outdoor Equity Grants Program](#)  
Purpose: To provide at-promise communities with access to outdoor activities & experiences.  
Grant Amount: \$20,000-\$700,000  
Anticipated Award Date: June 2024  
Deadline: December 14th, 2023

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Granting Agency: LA County Justice, Care, and Opportunities Department  
Program Name: [Care First Community Investment Grant Year 3](#)  
Purpose: To apply for Program Areas 27, 34, 35, and 46.  
Grant Amount: \$50,000-\$400,000  
Anticipated Award Date: July 2024  
Deadline: January 5th, 2024

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Granting Agency: The Hearst Foundation  
Program Name: [Social Service - Youth Development](#)  
Purpose: To provide youth development services.



Grant Amount: \$100,000-\$500,000  
Anticipated Award Date: June 2023  
Deadline: January 15th, 2024

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Granting Agency: LA County Department of Public Social Services (DPSS)  
Program Name: [Community Service Development Block Grant](#)  
Purpose: To enter into a master service agreement with DPSS and provide services to clients.  
Grant Amount: N/A  
Anticipated Award Date: N/A  
Deadline: Continuous

#### **Grants Submitted - Pending Status**

Granting Agency: LA County Department of Public Health & California Community Foundation  
Program Name: [Trauma Prevention Partnerships - School Safety Transformation](#)  
Purpose: To provide TREE, RES'Q, and VIP services to Pomona Unified School District.  
Grant Amount: \$1,000,00  
Submission Date: September 29th, 2023  
Anticipated Award Date: December 2023

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Granting Agency: LA County Justice, Care, and Opportunities Department  
Program Name: Care First Community Investment Grant Year 2 - Program Area 9  
Purpose: To expand VIP services and foster safety in the City of Pomona.  
Grant Amount: \$837,557.04  
Submission Date: September 6th, 2023  
Anticipated Award Date: December 2023

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Granting Agency: LA County Justice, Care, and Opportunities Department  
Program Name: Care First Community Investment Grant Year 2 - Program Area 10  
Purpose: To expand and fund programming and services at JU4Y's building property and Renacimiento Community Center, including staffing and supplies.  
Grant Amount: \$635,072.51  
Submission Date: September 6th, 2023  
Anticipated Award Date: December 2023

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Granting Agency: LISC and Foot Locker Inc.  
Program Name: [The Foot Locker Foundation Community Empowerment Program](#)  
Purpose: To equip and furnish the JU4Y's building property on Orange Grove and Park Ave.  
Grant Amount: \$75,000  
Submission Date: August 30th, 2023  
Anticipated Award Date: February 2024

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Granting Agency: California Workforce Development Board (CWDB)  
Program Name: [Helping Justice-Involved Reenter Employment \(HIRE\)](#)  
Purpose: To serve as one of the nine spokes in a wraparound network hub with LA.CADA as lead applicant. To provide employment services to incarcerated youth at Camp Afflerbaugh-Paige and Glenn Rockey and to adults at California Institution for Men (CIM).  
Grant Amount: \$700,000  
Submission Date: July 10th, 2023  
Anticipated Award Date: September 2023

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Granting Agency: California Office of Small Business Advocate  
Program Name: [Supplemental Paid Sick Leave Grant Program](#)

Purpose: To provide small businesses and nonprofit organizations with a reimbursement of COVID-19 Supplemental Paid Sick Leave between January 1, 2022-December 31, 2022.

Grant Amount: \$20,000

Submission Date: June 28th, 2023

Anticipated Award Date: Unknown

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Granting Agency: LA County Department of Economic Opportunity

Program Name: [Phase 2 - Nonprofit Grants Application](#)

Purpose: To provide small businesses and nonprofit organizations through the new Economic Opportunity Grants Program, prioritizing the most COVID-impacted regions in LA County.

Grant Amount: \$20,000

Submission Date: March 8th, 2023

Anticipated Award Date: Unknown