

Youth Services Advisory Board

Regular Meeting
Tuesday, February 18th, 2025
4:30 PM

Youth & Family Services
265 Main Street
Portland, CT 06480

The Town of Portland will provide reasonable accommodations to assist those with special needs to attend and participate in public meetings. Please contact the Youth Services office at (860) 342-6758 at least 48 hours in advance to discuss your special needs.

We will be adhering to the town guidance regarding wearing masks, social distancing and other mitigation practices

AGENDA

1. Call to Order

The meeting was called to order at 4:35 by Margaret Stewart

2. Roll Call

Present: Meg Scata, Margaret Stewart, Anne Whalen

Absent: Michelle Donahue, Erin Livensparger (alternate)

Others: Courtney Fitzkee, Michael Pelton

3. Approve Agenda

Meg made a motion to accept the agenda, Margaret seconded, vote approved

4. Approve Minutes

Minutes of the last meeting of the Youth Services Advisory Board were read and approved. Meg made a motion to approve the minutes from September 24, 2024, Margaret seconded; vote approved unanimously.

5. Old Business:

The group discussed how Halloween on Main Street went that happened on Friday, October 25th. Group agreed the event went well but wanted to look into shutting down part of Main Street and redirecting traffic to ensure children's safety next year. Since it's a state-owned road, Michael Pelton said he would look into what would need to be done.

The group briefly discussed the December tree lighting and holiday parade. Courtney was on maternity leave this year but heard that having the event on Saturday instead of Sunday worked well.

6. New Business:

Courtney described the programs that are in process, coming up or that just happened. This includes Drop In Craft, Drop In & Create, and the Parks & Rec Easter Egg Hunt. Courtney will be leading a stay-at-home safety program at the beginning of April on a half day for students. Additionally, Courtney expressed interest in collaborating with Parks & Rec to offer a craft activity for participants before or after the Easter Egg Hunt. Anne proposed the creation of a Parent & Tot group at Youth Services, which would meet once or twice a month, contingent on interest. Courtney supported the idea and agreed to develop a survey to gauge interest, which

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will be shared via the PYFS Facebook page. Courtney noted that Little Hikers won't start again until April when the temps get warmer, and she informed the group that a quarterly Town Social Services meeting will be held in March. This meeting will serve as a collaborative opportunity for local organizations to align efforts and stay informed about each other's activities related to human services.

7. Public Comments

No public comments

8. Board Member Comments

No board member comments

9. Next Meeting/Adjourn Meeting

Next Meeting: March 18th at 6 PM

Margaret made a motion to adjourn, seconded by Anne; vote approved unanimously.

The meeting was adjourned at 5:29 p.m.

Respectfully Submitted,

Courtney Fitzkee, Youth & Family Services Administrator

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