



City of Lawton

Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma
73501-3944

Youth and Family Affairs Committee

Agenda

Tuesday, April 21, 2026

9:00 AM

3rd Floor Conference Room
Lawton City Hall

This meeting will be conducted in person for all Committee members and members of the public to attend.

Meeting Called to Order and Roll Call

"Official action can be taken only on items which appear on the agenda. The Committee may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Committee may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Committee may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Statement of Compliance with Oklahoma Open Meeting Act, 25 O.S. 301-314

Introduction of Guests

New Business

1. Consider and take action to approve the minutes of the March 17, 2026, meeting.
2. Consider and take action to approve the revised Youth and Family Affairs Committee (YFAC) Project Funding Application for the FY 2027–2028 funding cycle.
3. Consider and take action to approve the Youth & Family Affairs Committee Annual Written Report for submission to the Lawton City Council.

Reports/Comments from Chairman and Committee Members

Reports/Comments from Staff

Audience Participation

Adjournment

The Youth and Family Affairs Committee encourages participation by all City of Lawton citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The 48-hour time period may be waived if an interpreter for the deaf (signing) is not the necessary accommodation.

Item Title:

Consider and take action to approve the minutes of the March 17, 2026, meeting.

Initiator: Tammy Branstetter, Senior Deputy City Clerk

Information Source: Tammy Branstetter, Senior Deputy City Clerk

Background:

Minutes from the March 17, 2026, Youth and Family Affairs Committee meeting have been drafted and are awaiting approval.

Correlation to the True North Statement:

Transparency and Trust

Exhibit:

Draft Minutes — 03.17.2026 YFAC Meeting

Key Issues:

N/A

Funding Source:

N/A

Recommended Action:

Approve the minutes of the March 17, 2026, meeting.

ATTACHMENTS:

1. YFAC Draft Minutes 03.17.2026



City of Lawton
Youth and Family Affairs
Committee

Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma
73501-3944

Minutes

Tuesday, March 17, 2026

9:00 AM

3rd Floor Conference Room
Lawton City Hall

This meeting will be conducted in person for all Committee members and members of the public to attend.

Meeting Called to Order and Roll Call

"Official action can be taken only on items which appear on the agenda. The Committee may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Committee may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Committee may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Chairman Weger called the meeting to order at 9:01 AM.

Roll Call:

Members Present: Bob Weger, Bernita Taylor, Karen Bailey, Carl Fuqua, Mary Ann Hankins-Booker, Taron Epps

Members Absent: Joshua Hale

Also Present: Tammy Branstetter, Deputy City Clerk; Cynthia Williams, City of Lawton Internal Auditor

Statement of Compliance with Oklahoma Open Meeting Act, 25 O.S. 301-314

Chairman Weger confirmed with Branstetter that the notice and agenda for this meeting were posted by the City Clerk's Office in accordance with the Oklahoma Open Meetings Act.

Introduction of Guests

No guests were present.

Business Items

1. Consider approving the minutes of the February 17, 2026, meeting.

A copy of the minutes from the February 17, 2026, meeting may be obtained from the City Clerk's Office upon request.

Motion by Epps, **Second** by Bailey, to approve the minutes of the February 17, 2026, meeting as presented. **AYE:** Bailey, Hankins-Booker, Fuqua, Taylor, Weger, Epps. **NAY:** None. **Motion Passed.**

Chairman Weger said we have next before us those four applications. I trust everyone had a good visit with those site visits. Today, our goal is to get these accomplished and processed to where we can move forward to meet our April 1 deadline of moving forward to get this presented to Council.

2. Review and discuss the FY 2026–2027 YFAC funding request from the Salvation Army Red Shield Youth Center for its After School and Summer Programs in the amount of \$35,000 and determine whether to recommend approval to the City Council.

A copy of the FY 2026–2027 YFAC funding request from the Salvation Army Red Shield Youth Center for its After School and Summer Programs in the amount of \$35,000 may be obtained from the City Clerk's Office upon request.

Chairman Weger said I believe Ms. Bailey and Ms. Hankins-Booker went on this site visit. Ladies, any report you have on that?

Bailey said they need the money — I know that.

Hankins-Booker said I was impressed. I thought they filled the objectives completely. To see the school bus drive up and the kids get out and go directly into the Salvation Army — it just seemed like a really good fit.

Chairman Weger said just reminding the Committee, once again, we have \$105,000, so there's three of these that we can process if we elect to go the full \$35,000. \$35,000 is the maximum allowed. Again, we want to keep in mind that the Committee's duty is protecting the ordinance. We have to stay true to our statement, reminding everyone—as you all know—that it is the at-risk youth that we're looking at. So we want to make sure that we stay within our scope and don't get off into other areas, which could create, as we've seen in years past, other problems for the YFAC.

Taylor said do they have to pay part of the \$35,000.

Chairman Weger said no.

Taylor said so they get all of that, and then they match part of it the first year?

Chairman Weger said yes. I believe they've proven themselves as far as in the first

year, they have to show their funding to the auditor for the first year. That doesn't follow the second and third years, does it?

Cynthia Williams, City of Lawton Internal Auditor, said they'll still have to make a match. They'll still have to prove how they're going to do it. Nothing really changes, and they can still ask for \$35,000. They just have to have a bigger portion of their amount each year.

Chairman Weger said ladies, I noticed on the report from our auditor, it was stated under the application form that it did not specify the at-risk. Did you have any concerns there, or no?

Bailey said none.

Taylor said I can promise you. They're our partner. We feed them, and we couldn't feed them if they weren't low income.

Epps said so, they need that?

Taylor said they need that.

Chairman Weger said how about the scholarship? A statement was made that the scholarship needs to be explained. We've got that satisfactory?

Williams said no, but they can provide that justification any time before they move forward with a funding agreement. I haven't seen anything else, I don't believe, on the scholarship.

Chairman Weger said the SMART goal was a concern — not specific. Do we feel like it is?

Bailey said well, I think we addressed that when we did our rubric. I think each person addressed that, and that came out in the scoring, I believe.

Chairman Weger said ok. Are there any other questions or thoughts regarding the Salvation Army Red Shield Youth Center?

Hankins-Booker said I think they're very deserving, and I think the kids they're serving are the ones that need to be. For the accomplishment of our goals, I thought it was very clear, and they've done some improvement to the building. It looked nicer — a lot of painting.

Epps said not with this program, but I'm just wondering, is there a general consensus on one of the four programs that maybe do not meet the criteria? To me, it helps me sort it all in my head, because if there's a general consensus on one that's questionable, then maybe we can address that one and then make a motion for the

others.

Chairman Weger said well, we'd still have to address them each one, because they're itemized.

Taylor said what did they tell you they're going to be spending the money for? Because they're one of our sites under the TIF, but that's just for four weeks in the summer. Will that be a problem?

Williams said they are a site, and so you are going to go and do your program at that location, but you're not giving that location any money?

Taylor said right.

Williams said that is not a problem. You may make a note on that that says, "I'm disclosing that we are meeting here, however, our funds are not commingling at all." That's all that we need.

Taylor said ok.

Taylor said this program right here, they're doing away—there's no way around it — they're going to have to stop paying childcare for 9 to 11-year-olds. A lot of daycares are shutting down because of all the cuts. We are going to need this type of program. Whatever we give the won't be enough.

Hankins-Booker said at the Day at the Capitol, they were saying that a lot of the childcare will be shutting down. It wasn't a big amount that they're not going to give, but it's significant.

Taylor said it's a big amount that they're cutting.

Williams said you asked what they are going to be spending the money on. According to the breakdown they provided, the one I have a question about is what the scholarships are going to look like. We just need more detail about what this actually includes so I can check to see that these are all allowable expenses. If we can change some wording to make sure that it's clear what exactly this \$3,000 is going to go for, and just make sure that it falls under allowable expenses — that was my only concern.

Taylor said that is going for low-income parents who cannot afford their monthly fees.

Epps said the scholarship means to the program — not the parents or the students.

Williams said so it would essentially be considered a fee.

Taylor said a program fee.

Hankins-Booker said it would be tuition.

Williams said I think we can just call it something else if it's going to be something like that.

Epps said because a scholarship sounds like you're giving the money to the students.

Williams said we're offsetting tuition fees — that makes more sense.

Taylor said this is helping the family. I'm sure that that money is for scholarships for parents that can't afford to pay.

Epps said but the question is, sometimes scholarships are given directly to the individual.

Taylor said you need them to clarify what they mean.

Epps said correct.

Williams said and then even if it is something going to a family, even if it's just waving it, I'll just have to make sure that we follow the rules, that it's open to everyone, and that there's an application. You can't have the image of any type of favoritism, that it's only available to some kids and not available to other kids. And that's fine. I'll just get with them to make sure that we have all that set. Or possibly they can call it something else.

Hankins-Booker said it would be nice if they had a mentorship where someone that is kind of working with the Salvation Army could take a child and pay for their tuition.

Taylor said that's basically what that is, and I know that with YFAC, the goal is to have more of the money go towards the kids. Some of these kids will not get to go to this program without the scholarship.

Williams said you just shouldn't call it a scholarship.

Taylor said I'm pretty sure that's what this is about, and they're calling them scholarships, but they should call them something different.

Williams said program fees.

Taylor said program fees directly for low-income, at-risk youth, and then they will be covered.

Williams said based upon the qualification of the application, yes.

Taylor said I try to tell the people that work under the STEM that we do use the food application part. There's a portion in there that says if you qualify for free or reduced

lunch. I try to encourage my sites to use that, and that's how I come up with the data to show anybody how many kids we're serving that are low-income, at-risk. So I can stress that to them. In their explaining to you, I can tell them that this document would be a way for them to be able to show you these are low-income, at-risk, and that's why that money is for the program.

Williams said if it is approved by the board, we'll just get that information and make sure that it's clear before it goes for funding to the Council.

Hankins-Booker said we get into this with prevention — low-income is not always at-risk.

Taylor said they've never really truly defined at-risk. It's really difficult to do, but I do think low-income automatically puts a child at risk because they're going to be deprived of some things, and the whole point is for this money to give them the opportunity that they might not have because of their economic situation.

Motion by Hankins-Booker, **Second** by Bailey, to recommend funding the Salvation Army the full amount, with further explanation of the scholarship portion requested.

AYE: Bailey, Hankins-Booker, Fuqua, Taylor, Weger, Epps. **NAY:** None. **Motion Passed.**

3. Review and discuss the FY 2026–2027 YFAC funding request from the Lawton Food Bank for its Harvest Hope Market Program in the amount of \$35,000 and determine whether to recommend approval to the City Council.

A copy of the FY 2026–2027 YFAC funding request from the Lawton Food Bank for its Harvest Hope Market Program in the amount of \$35,000 may be obtained from the City Clerk's Office upon request.

Motion by Taylor, **Second** by Hankins-Booker, to not accept the application from the Lawton Food Bank and to deny funding. **AYE:** Hankins-Booker, Fuqua, Taylor, Weger, Epps. **NAY:** None. **ABSTAIN:** Bailey. **Motion Passed.**

Bailey stated that she abstained from voting because she does volunteer work at the Food Bank.

Bailey said can I just ask what the hesitancy is?

Taylor said it doesn't meet the mission. It doesn't serve at-risk youth.

Hankins-Booker said it's so loosely based. Yes, if teenagers went in and helped in the Food Bank and got involved in community service, that would probably be helpful. But how? That's pretty loose.

I mean, if I had a kid, I would want him to go do volunteer work, and I think that would be helpful, but that's kind of a loose connection, I think. That's kind of how I feel about

it. I think she has a good program, it looks like.

Taylor said she has good food program. She does not have a youth program.

Hankins-Booker said and I told her before we left, I said, you have a good program here, you're running a good program, but it doesn't mean it's going to fit.

4. Review and discuss the FY 2026–2027 YFAC funding request from the United Way of Southwest Oklahoma for its Success by Six Family Empowerment Program in the amount of \$35,000 and determine whether to recommend approval to the City Council.

A copy of the FY 2026–2027 YFAC funding request from the United Way of Southwest Oklahoma for its Success by Six Family Empowerment Program in the amount of \$35,000 may be obtained from the City Clerk's Office upon request.

Chairman Weger said Mr. Fuqua, I believe that it was you and I that had done the site visit. Do you care to speak on that?

Fuqua said at the United Way, it was actually good when we got there. One of the things I did see is that it's kind of more family-focused, though, and not just youth-focused. We talked about that. But I agree with the program. The program is good. I've seen the good that you can do. I think it probably doesn't fit the wording all the way, with it being just youth.

Hankins-Booker said that's kind of how I feel about reading it. I didn't do the visit.

Fuqua said I do have a question though. I believe better parents means better kids, so wouldn't it benefit the kids to have better parents?

Chairman Weger said I think the short answer to that is yes, but that's outside of the scope of the YFAC.

Hankins-Booker said again, it's loose.

Chairman Weger said it's very loose. Mr. Fuqua and I, we observed the families that were present. They were having a meal together as a family at a table. Wonderful program. They had a workshop, and Aetna Health was there that night, and Aetna Health was addressing the adults while the children were going off into the gym. They were addressing health plans, and so they were in their room having their moment as parents, which, again, I'm all in favor of educating the parents, helping them to understand. However, that doesn't fall within the scope of what we are as a committee of YFAC.

Epps said does our scope preclude us from giving to programs that do both — that service the child and the family?

Taylor said it's very deceptive, because it says Youth and Family. That's another

program I'm a part of—they do separate. However, it would be better to be able to say that while they're teaching the parents, they're also teaching the children. It's more like they have a meal together, they have speakers that talk to the parents, but there's not really anything focused on doing something with the kids. Usually when I go, because I present at some of their meetings, I do something that makes the family and the kids work together, and I use the activity. We use STEM. One time we made slime, and it was messy, and I used that as an activity to talk about being messy and cleaning up. So if it was more integrated to where the family is learning together, or if sometimes we have to separate them—the family is learning about health, and then we have nurses or dentists over here teaching the kids about health—then you can say it's youth and family.

Epps said I think it's one thing if they're addressing both the youth and total family. I do think it's a whole other thing if they're not addressing the youth at all, because I do think that pushes them out of our availability.

Hankins-Booker said some programs will have a parenting concept, and then the kids also go, and you find out that the kids want the same things that the parents want out of their family, and so you can bring that together and have a better family.

Taylor said I don't think their Success by Six is set up that way. But there is the opportunity to tell them that whatever we vote, here's where you're not quite meeting the guidelines. Because when it says Youth and Family Services, I'm sure they took that Family word out of that and said we're a match.

Chairman Weger said that was one of the things Mr. Fuqua and I were both addressing with Ms. Lola. She is very knowledgeable. Her presentation, I thought, was spot on. I believe Mr. Fuqua asked to what age are the children allowed to come in. Correct me if I'm wrong, but the answer was around 8 years of age. So my immediate response was okay, what about our 12- and 13-year-olds who are at that very influential age? Where are they at? Ms. Lola said well, we feed them as a family here around the table on these nights with these activities up until 8 years of age.

Taylor said which is stretching their mission. It's Success by Six, so they have a lot of infants up to six-year-olds. Six-year-olds is who they're supposed to address.

Chairman Weger said which my thought is, okay, so what are the 12-year-olds and 11-year olds doing while mom and dad's down here with the little siblings eating? They said we'll send stuff home—the excess boxes of food. You know, disperse it out however that's left over, and I'm thinking, but what about those at-risk? Again, I think you're exactly right, Ms. Taylor, that the word family just kind of stood out. But I call our committee's attention back to our purpose and goals. It's to stay in school. Those would include, I believe, those 10-, 11-, 12-year-olds as well. And I'm not saying that's not what took place, but staying active in the programs, fostering youth development — I see it just a little lacking, just my observation.

Bailey said if they were funded, what level would it be? Would it be the first year?

Williams said no, they would be a second year.

Bailey said Success by Six has been around for many, many years. I would think they maybe would be more self-sustaining at this point.

Chairman Weger said that is my thought.

Taylor said they do give incentives — you know that, right? They give them \$25 Walmart cards. That's their incentive to come.

Williams said the participation incentives was a flagged item.

Taylor said usually meals are provided through restaurants for them. The participation incentives — I mean, if somebody else wants to give them money so that they can do that, but I don't know if we, with using public funds, can justify it.

Hankins-Booker said it doesn't work very well, is what I'm saying.

Motion by Epps, **Second** by Hankins-Booker, to deny the funding request from the United Way. **AYE:** Hankins-Booker, Bailey, Fuqua, Taylor, Weger, Epps. **NAY:** None. **Motion Passed.**

5. Review and discuss the FY 2026–2027 YFAC funding request from the Wichita Mountains Prevention Network for its Youth Summit Program in the amount of \$43,750 and determine whether to recommend approval to the City Council.

A copy of the FY 2026–2027 YFAC funding request from the Wichita Mountains Prevention Network for its Youth Summit Program in the amount of \$43,750 may be obtained from the City Clerk's Office upon request.

Hankins-Booker said is that Girl Power? Does anybody know if that's the program they're using?

Chairman Weger said yes. Mr. Fuqua and I did the site visit.

Fuqua said they didn't take us around on a tour for us to see a program or anything. We just kind of met with them in the meeting room, which was fine with me. The team and the staff, they seem knowledgeable. The group worked well with each other. They seem to be very knowledgeable and excited and passionate about it. They answered all our questions. I kind of wish I would have been able to see more of the stuff at play, but I wasn't able to see anything. But I get it—it's their first year, so they didn't have anything

going at that moment.

Hankins-Booker said Girl Power was kind of big back when, wasn't it?

Bailey said yes. And this is their first year of this program?

Fuqua said yes, it's their first year. From what they told us and the way they have it set up, it seemed to help a lot of at-risk kids and within the full age range of what we're looking for.

Chairman Weger said there were several concerns with the application. Their SMART goals that they submitted were not very clear. They failed to sign the bylaws. They needed clarification for their in-kind matching. Mr. Fuqua and I addressed those with them. The lady in charge was very prompt, I understand, in getting back with Ms. Tammy and Ms. Cynthia and getting answers to them in a very timely manner. I shared with her while Mr. Fuqua and I were there, that these were our concerns, because on the application there were these, for lack of a better term, negative marks, and they needed to be addressed because that could greatly hinder their progress and their application, which she said, "We will get on that today." I don't think she responded that actual day, but within a few days she did respond, so I appreciated her prompt attention on this.

Bailey said is this a one-day event?

Chairman Weger said yes.

Taylor said so the funds are for one day? Because the staff and salary/benefits is almost \$17,000 for one day?

Chairman Weger said they booked the FISTA, and they have a mentor program where they bring in the older high school children and young people. Their primary focus is around the fifth and sixth graders.

Fuqua said I think it was more like older elementary to middle school age.

Chairman Weger said they've got this event reserved with the FISTA coming up in July.

Fuqua said I think it's supposed to be all month long. It's supposed to be a summit.

Chairman Weger said yes, it's like a summit setting. It's going to be all throughout Southwest Oklahoma.

Bailey said the inaugural event will last one day.

Taylor said I love what they're doing.

Chairman Weger said but it is a one day — it's not a summer program.

Taylor said I'm sure when you do the grant training with them you go over exactly what can be funded, because you're very thorough.

Williams said there's actually two slides, I believe, about what is allowed and what's not allowed.

Hankins-Booker said it does concern me that it's just one day.

Epps said to Williams, were there red flags for you?

Williams said there are definitely some red flags for me, but as far as "are they within the program limits", they're pushing the line, but there was nothing that I could sit there and say "this disqualifies them".

Epps said were they pushing the line for the same reason that Ms. Taylor stated?

Williams it was the breakdown of the giveaway. You just have to be very careful on how it's a giveaway. The food part of it— teas and cookies for an event, that's fine. If feeding a family is part of the goal of my mission, that is fine. If I'm having a meeting like this and I said, "Hey, I want us all to have coffees this morning," that's not allowed. So, again, it's kind of pushing it. They're having an event. It's open to everyone. They're just butting up against the line, like with the giveaways.

Again, if it is a giveaway that is helping the program—like I'm giving them a fitness tracker, and part of my thing is I want them to take more steps—okay, that fitness tracker giveaway, that's fine. If I'm giving them a fitness tracker because I just think, "this is a good prize, this is going to be an incentive to get people to come"—that's not allowed. So it wasn't far enough that I was like, "nope, this disqualifies it," but it was really pushing that line.

Hankins-Booker said I thought Girl Power, when they used to do that, was successful.

Taylor said was it a one day event only?

Hankins-Booker said it seems like it was. Do you remember, Karen, anything about Girl Power?

Bailey said it was like one day, in the morning or afternoon.

Chairman Weger said one of the things that impressed me in their mention of Girl Power was that they had done this eight or nine years in Jefferson County, and they've seen some success from that. But again, it is a one day event.

Bailey said so it's funded by the Oklahoma Department of Health?

Hankins-Booker said well, Wichita Mountains Prevention Network is.

Bailey said so in theory, salaries would be covered, correct?

Hankins-Booker said well, they could have applied for doing that program, and then either gotten the go ahead or not. It seems like the last time there was just a lot of t-shirts, a lot of girls and a lot of trying to support women to be able to do anything that they wanted to.

Taylor said can we lower what we actually give? They requested \$35,000, but can we lower based on what we feel like fits, or is it either yes or no?

Williams said in the ordinance, there's nothing that says that you have to give them the fully requested amount. If you want to say, "hey we'll do your attendee supplies, but we're not going to do your other salaries," you could. There's no reason that says you can't.

Hankins-Booker said if I was going to take something out, I'd take the staff salary out, because they probably have staff that's funded for through Wichita Mountains. I understand doing the stipends for the junior presenters and some of the others, but I don't know what that amounts to if you take the salaries out, and of course, it's salaries and supplies.

Bailey said what is the volunteer match?

Williams said the matching part is how much they have to invest themselves in order to get that \$35,000. And so that was one of my other red flags, is that it says match, but you didn't tell me how you're getting that match, or what you're paying for for that match. So that was one of the red flags. And again, I don't like this application format. That's going to be your next item on the agenda. I just don't like the way that they're asking for the breakdowns. And that's why with all of the applicants, I said that they need to give a revised budget before it actually goes before Council.

Hankins-Booker If it was revised, what would you think would make it better?

Williams said I always need more details and more clarification of exactly what you're intending on spending. I would like to see a detailed budget of X amount for food, X amount for t-shirts, X amount for whatever.

Taylor said how many girls are going to get the stipend?

Chairman Weger says it states a minimum of ten.

Williams said it would be \$400 each.

Taylor said I pay \$400 for the whole month for my kids.

Bailey said does the \$400 include training on a different day? I thought they were to have training.

Chairman Weger said yes, there is some training.

Bailey said this is me speaking, I think salary ought to be taken off because I thought they're already paid. For me, I would prefer not to fund t-shirts and bags, but I'm not totally against it.

Chairman Weger said the only score that I personally submitted was on their presentation. Each one would address a particular subject matter. And their presentation from that standpoint was very, very good. You could tell as a team they had worked together and had communicated well in planning this, but there was nothing to be seen.

Bailey said Girl Power has been around for 20-25 years.

Taylor said do you think that this is something we should fund?

Hankins-Booker said it's a pretty good program, I think.

Bailey said I'd like to fund it partially.

Hankins-Booker said I think that's where i'm at. I'd definitely take off salaries.

Williams said I have a little bit of a concern—not in the application—but I have a little bit of concern for what the next step is going to be, because you guys are going to task me with making sure that they are submitting the reports correctly, and making sure that they are having the outcomes. Because if they do not have that outcome that meets what their application said, I'm going to have to come back to you and say, "Hey guys, they're not eligible next year." So, when you're considering this, remember that there is the next step of how are they meeting the goals and how are they going to report a success. Again, that's really not my place. I'm just trying to think of how I'm going to have to come before you as a committee next time.

Epps said that would be for them to figure out. If they're unable to do it, and then they become unqualified the next year, that really falls on them. I mean, that's why we have the unqualification.

Chairman Weger said that would be correct.

Fuqua said is this gender specific?

Bailey said yes.

Epps said what did we say about salaries again?

Williams said it is limited. What that limit is is your decision, per application, per year.

Epps said they have to provide evidence of how they spend the funds, right?

Williams said that is correct.

Epps said so if we did a motion to approve up to \$27,000 and that they can not spend any of the funds on salaries, is that acceptable? If we excluded the volunteer match and we excluded the salary, we would look at a motion for \$18,256 and we would say that you cannot use the funding for salary.

Williams said or speaker gift.

Epps said or speaker gift.

Motion by Epps, **Second** by Fuqua, to recommend approval of funding for the Wichita Mountains Prevention Network in the reduced amount of \$18,256.00, provided this funding is not used for salaries or speaker gifts, and all spending must fall within the categories already outlined in their budget. **AYE:** Hankins-Booker, Bailey, Fuqua, Taylor, Weger, Epps. **NAY:** None. **Motion Passed.**

6. Review the current YFAC funding application and consider directing staff to make revisions as deemed appropriate by the Committee, with the revised application to be brought back to the Committee for final approval.

A copy of the current YFAC funding application may be obtained from the City Clerk's Office upon request.

Chairman Weger said I think we've all experienced today, having reviewed these four applications, the need for the revision.

Hankins-Booker said did Woogie do these?

Taylor said yes.

Williams said we haven't changed them, but they do need to be simpler.

Taylor said what she did was she just made it like United Way's grant. Maybe it's not working anymore. It might be great for United Way, but not for this. I have always believed that from the beginning, because United Way is a totally different type of funding than this is. But who's going to come up with the application?

Williams said you're supposed to be directing me to do it. If you want me to review it to

make sure that whenever I give you the applications that they are all in compliance I would love to be able to design the application so that it's easy to be reviewed. I think that what I have seen—mistakes in applications—I have seen people not fill out certain parts of it and then not get considered, and I just want to eliminate those things. Some of the things just right offhand are that you have three different places that you're supposed to put a budget. We need one. On the goal, they're supposed to give you a goal that is SMART, but then they break it out into five different parts, and so they're writing five different goals. That's not one goal. So this could be goal one, goal two, goal three, not broken out how it's SMART. We know if it's a SMART goal or not. So, there are little changes like that that I would like to see.

Bailey said my hope is that the application process is a little bit simpler for the person requesting the grant.

Motion by Bailey, **Second** by Epps, to direct the Internal Auditor to make changes to the application as necessary and bring back the revised application to the Committee for final review and approval. **AYE:** Hankins-Booker, Bailey, Fuqua, Taylor, Weger, Epps. **NAY:** None. **Motion Passed.**

7. Review and discuss the scoring rubrics for YFAC funding applications and site visits and consider directing staff to make revisions as deemed appropriate by the Committee, with the revised rubrics to be brought back to the Committee for final approval.

A copy of the scoring rubrics for YFAC funding applications and site visits may be obtained from the City Clerk's Office upon request.

Motion by Epps, **Second** by Bailey, to direct staff to redraft the scoring rubrics and bring them back to the Committee for final review and approval. **AYE:** Hankins-Booker, Bailey, Fuqua, Taylor, Weger, Epps. **NAY:** None. **Motion Passed.**

Reports/Comments from Chairman and Committee Members

No reports or comments were given.

Reports/Comments from Staff

No reports or comments were given.

Audience Participation

None.

Adjournment

Motion by Epps, **Second** by Fuqua, to adjourn the March 17, 2026, meeting. **AYE:** Bailey, Fuqua, Taylor, Weger, Epps, Hankins-Booker. **NAY:** None. **Motion Passed.**

The meeting adjourned at 10:13 AM.

Item Title:

Consider and take action to approve the revised Youth and Family Affairs Committee (YFAC) Project Funding Application for the FY 2027–2028 funding cycle.

Initiator: Tammy Branstetter, Senior Deputy City Clerk

Information Source: Cynthia Williams, Internal Auditor & Grants Coordinator

Background:

The Youth and Family Affairs Committee (YFAC) Project Funding Application has been revised for the FY 2027–2028 funding cycle to improve clarity, organization, and overall user-friendliness for applicants. The revisions are intended to streamline the application process, reduce confusion, and make it easier for applicants to provide complete and accurate information. No changes have been made to the established funding priorities or eligibility requirements. Approval of the revised application is needed to implement the updated format for the upcoming funding cycle.

Correlation to the True North Statement:

The revised YFAC application supports the True North Culture Statement of World Class Customer Service by improving clarity and usability, making the application process more accessible and easier for applicants, and enhancing the overall citizen experience in doing business with the City of Lawton.

Exhibit:

REVISED YFAC Application for FY27-28

Key Issues:

N/A

Funding Source:

N/A

Recommended Action:

Approve the revised Youth and Family Affairs Committee (YFAC) Project Funding Application for the FY 2027–2028 funding cycle.

ATTACHMENTS:

1. Blank REVISED YFAC Application_FY27-28



Youth and Family Affairs Committee Project Funding Application

This grant application is for Youth Programs that will take place during the FY27-28 budget year (July 1, 2027 – June 30, 2028).

SECTION A: PROGRAM INFORMATION

Agency		Years existing:	
Project/Program		Program: New / Existing	
Director's Name		Phone	
Application Lead		Phone	
Website		Fax:	
Email		# Employees:	
Physical Address			
Mailing Address			
Mission Statement:			

SECTION B: FINANCIALS

CHECK ALL THAT BEST DESCRIBES YOUR PROGRAM/PROJECT

- | | |
|--|---|
| <input type="checkbox"/> Education for gang prevention/life skills | <input type="checkbox"/> Mentoring program |
| <input type="checkbox"/> Gang prevention | <input type="checkbox"/> Parent/guardian workshop |
| <input type="checkbox"/> Family basic needs | <input type="checkbox"/> Parent/youth activities |
| <input type="checkbox"/> After school/out of school skills program | <input type="checkbox"/> Basic Needs - providing, linking, and or referring (ie. Food shelter, resources) |

Other -

Provide detailed program budget. Use additional sheets if necessary.

Category	Source	Amount
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
	Select One	\$
Total (leave blank if using additional sheets)		\$

What is the total funding requested?

Describe how YFAC funding will be used?

Describe how required YFAC funding match will be applied.

SECTION C: GOALS

Detail your program/project "SMART" goals. (specific, measurable, attainable, relevant and time-bound). List by each goal.

Goal 1:

Goal 2:

Goal 3:

Goal 4:

Provide a schedule of activities (daily/monthly/yearly).

How long is this program expected to last? What measures will determine visibility?

What are your goals for subsequent years (2-6 & 7-10)?

SECTION D: PROGRAM BASICS

Has the program received funding from other resources?

How many years has the program existed?

What is your proposed staff/volunteers:

Full Time Staff:

Part Time Staff:

Volunteers:

What is your projected number/percentage of low-income participants served?

Describe program background to include year started.

Activities offered?

Accomplishments?

--

What is the number of families served?

--

Number of unduplicated individuals served last year/last time program was active:

0-5 yrs. old:	6-12 yrs. old:	13-18 yrs. old:	19+ yrs. old:
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What was the total number of individuals served from the City of Lawton?

African American:	Asian:	Alaskan:
Caucasian:	Hispanic:	Indigenous:
Pacific Islander:	Multiple:	Other:
Male:	Female:	Other: Self Designated:

Explain how the organization defines at risk youth.

--

Explain the experience the staff/volunteers have to meet the needs of those to be served.

--

How will the program ensure Lawton’s at-risk youth is the priority focus?

--

SECTION E: PROGRAM EFFECTIVENESS

All programs must align with at least one building block for healthy development listed in the Search Institute of America’s 40 Developmental Assets

(https://searchinstitute.org/developmental-assets?_gl=1*1xhlqy5*_gcl_au*MTEyNTk5ODA5LjE3NzM3Nzk2NDI). Select one from each of the 4 categories for both Internal and External for a total of 8 selections. Describe how they line up with the program/project.

INTERNAL ASSET

Select One	Select One
Select One	Select One

Select One	Select One
Select One	Select One

EXTERNAL ASSETS

Select One	Select One
Select One	Select One
Select One	Select One
Select One	Select One

Attach additional pages as needed.

The City of Lawton strongly encourages you to take courses on finding and applying for additional grant funding.

- 1. List any grant training you have pursued and provide documentation of attendance.**

- 2. Provide training certifications obtained.**

3. List additional grant funding opportunities you are pursuing or have been awarded:

Youth and Family Affairs Committee Application Checklist

<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	Audited Financial Statement and Audit Report
<input type="checkbox"/>	Most recent Tax Return Form 990
<input type="checkbox"/>	Year to Date Financial Statement
<input type="checkbox"/>	Agency Budget/Organization Operating Budget
<input type="checkbox"/>	501(c)(3) Letter of Exempt Status (Yours or Your Sponsor Organization)
<input type="checkbox"/>	Executed Current Organizational By-Laws or Operating Agreement
<input type="checkbox"/>	Current List of Board of Directors
<input type="checkbox"/>	Reviewed the sample Support Agreement and agrees to adhere to all of the conditions of said agreement
<input type="checkbox"/>	Any additional comments or information you believe would assist YFAC in the review/evaluation process

*If you are not required to complete Form 990 or Audit Report, provide documentation to support this exemption. Instead of Form 990 and Audit Report, you must provide financial statement(s) provided by a third party.

NOTE: Complete application packets shall be submitted to the City Clerk’s Office no later than 5pm on the last day of the application period.

What to expect next:

1. Applications will be evaluated by YFAC
2. Site visit will be scheduled
3. YFAC will make a recommendation to the City Council regarding funding requests
4. City Council will approve/deny funding requests
5. City Clerk’s office will be the point of contact for submitted reimbursement claims once an executed agreement is in place

Item Title:

Consider and take action to approve the Youth & Family Affairs Committee Annual Written Report for submission to the Lawton City Council.

Initiator: Bob Weger, Councilman - Ward 6

Information Source: Tammy Branstetter, Senior Deputy City Clerk, Cynthia Williams, Internal Auditor & Grants Coordinator

Background:

Pursuant to Lawton City Code, the Youth & Family Affairs Committee is required to submit an annual report to the City Council on funded programs. The attached report fulfills this requirement for FY 2025–2026 and summarizes outcomes for the United Way of Southwest Oklahoma Success By 6 Family Empowerment Program, which was approved for \$35,000 in funding. The report is based on the organization’s Outcome-Based Report submitted January 14, 2026, and outlines measurable progress toward reducing juvenile crime. Approval will authorize submission to the City Council.

Correlation to the True North Statement:

Transparency and Trust

Exhibit:

YFAC_Annual_Report_FY25-26

Key Issues:

N/A

Funding Source:

PROPEL CIP Funding

Recommended Action:

Approve the Youth & Family Affairs Committee Annual Written Report for submission to the Lawton City Council.

ATTACHMENTS:

1. YFAC_Annual_Report_FY25-26



Office of the City Clerk

212 SW 9th Street
Lawton, Oklahoma 73501
(580) 581-3305

Youth & Family Affairs Committee
Annual Written Report to the Lawton City Council
Fiscal Year 2025–2026
Submitted on or before May 1, 2026

Honorable Mayor and Members of the Lawton City Council,

Pursuant to the requirements of Lawton City Code, the Youth & Family Affairs Committee respectfully submits its Annual Written Report detailing the progress and outcomes of programs recommended by the Committee and approved by the City Council for funding during Fiscal Year 2025–2026.

During this reporting period, the Committee oversaw one funded program: the United Way of Southwest Oklahoma Success By 6 Family Empowerment Program, which was approved by the City Council in the amount of \$35,000.

The Success By 6 Family Empowerment Program brings parents and caregivers, community leaders, educators, and health and human services professionals together to help empower parents to empower their children to be school and life ready. The program is a combination of collaborations with other organizations to promote childhood wellness through fun and engaging activities.

The program goals for the Success By 6 Family Empowerment Program were established as follows: (1) By the end of the performance period, increase average daily school attendance by 10 percent and improve high school graduation rates by 5 percent among at-risk youth through mentorship programs, academic support services, and regular attendance tracking; and (2) reduce adverse childhood experiences in underserved neighborhoods within the Lawton–Fort Sill community by providing parents with fundamental tools to support childhood development, including access to resources, education, and supportive programming.

Based on the program report submitted for the reporting period of October 2025 - December 2025, a total of 378 youth, ages 0–17, participated in one of the four community outreach events in which the program hosted an informational table and served as a resource navigator. The program staff intentionally interacted with children and youth at the events to serve as role models and to model healthy adult/child interactions for the parents and caregivers.

The Success By 6 Family Empowerment Program maintains and fills the Free Little Libraries that are located outside of the United Way office and at the City of Lawton Parks and Recreation Centers. Since July 1st, 2025, 305 books have been placed in the Free Little Libraries.

The program provided 59 parents with resource guides during a C4 Resource Fair. Community engagement efforts through the Open Streets event hosted by the City of Lawton reached 114 youth and families. Specialized outreach served 190 individuals through participation in the 1st Inaugural Spooktacular Fall Fest,

hosted by Darien's Voice, for special needs children and adults.

In evaluating measurable outcomes, 15 participants under the age of 18 participated in the Worklahoma Job and Community Resource Fair put on by Work Ready of Oklahoma, and 21 youth engaged in mentoring relationships with community leaders through the Jr. Leadership Lawton Class. In addition, the United Way of Southwest Oklahoma participated in the Lawton Public Schools AIM program to provide one-on-one job shadowing to a high school sophomore interested in pursuing a career in nonprofits. These outcomes reflect measurable progress toward increasing youth engagement in constructive activities. However, certain outcome categories such as school attendance improvement and graduation rates were not quantified.

Collectively, the data and outcomes outlined above provide evidence that the program is advancing strategies widely recognized as effective in reducing juvenile crime. Through increased youth engagement in constructive activities, access to educational resources, mentorship opportunities, and strengthened family support systems, the program addresses key risk factors associated with juvenile delinquency. While certain long-term indicators such as school attendance and graduation rates have not yet been fully quantified for this reporting period, the documented participation levels and program activities demonstrate measurable progress toward keeping youth engaged, supported, and connected to positive influences, thereby contributing to the prevention of involvement in the juvenile justice system.

The data and findings presented herein are based upon information provided in the United Way of Southwest Oklahoma Outcome-Based Report submitted on January 14, 2026. The Committee, with the assistance of the Internal Auditor, will continue to monitor and evaluate the program's progress throughout the remainder of the fiscal year to assess alignment with established goals and outcomes.

Respectfully submitted,

Dr. Bob Weger, Chairman
Youth & Family Affairs Committee

Approved by the Youth & Family Affairs Committee on: _____