

## DIRECTOR'S UPDATE

### Coordination of Services

- CCF staff attended planning meeting of Charlottesville/Albemarle Steering Committee for Civic Engagement Initiative.
- CCF Planner/Analyst and Director attend Youth Council Employment Services Symposium for the Planning District on November 13<sup>th</sup>.
- CCF Planner attends Quality Community Council meetings
- Juvenile Justice Coordinator attended JAIBG training in Richmond

### Raising Awareness of Children and Family Issues

- Oral Presentation of CCF Annual Report to Charlottesville City Council and Albemarle County Board of Supervisors by CCF Director, Martha Carroll, Buz Cox, Michael Dickens, Richard Merriwether, Kathy Ralston, and Ruth Stone on November 5<sup>th</sup> and 7<sup>th</sup>.
- Oral presentation to Charlottesville City School Board by CCF Director on November 15.
- Flyers advertising the Upcoming December 4 Legislative Forum distributed to 1800. Staff and co-sponsors sent questions and background reports to panelists, confirmed parking and shuttle buses, signage, developed press releases and newspaper ad, etc.
- CCF Administrative Secretary airs a PSA on Legislative Forum on local radio stations.
- Juvenile Justice Coordinator gives oral presentation on the Information Sharing Web Site to the Institute of Family Centered Services

### Administration

- CCF staff update FY03 logic model and accompanying narrative for submission to the City and the County.
- CCF Director prepares FY03 budget for City and County submissions by December 10, 2001.
- Technical assistance meetings held with community agency staff preparing FY03 City/County applications.
- Developed language for City and County budget administrators to include in contracting with faith-based organizations seeking community agency funds.
- CSA Coordinator resigns effective January 2002. CSA partners hold ad-hoc meeting to review job description and advise on next steps.

### Work Groups

- **Agency Budget Review Team** – Team orientation meeting held. Assessment forms revised for use by team members. Members assigned agencies to review. Applications are due November 30, with first team meeting held on December 14<sup>th</sup>.
- **Community Needs Assessment**- Request for Proposals received and reviewed.
- **Partnership for Children**— *Child Care Work Group*—CYFS and United Way received Success by 6 funding for Seal of Quality project; *Home-Visiting Collaborative* prepared FY03 City/County application; *Parent Education Collaborative* prioritized classes for budget submission; *Public Awareness Work Group* beginning to develop community awareness strategy. *School Readiness Work Group* completing evaluations for first round of distribution of Literacy Kits. *Advisory Board and Partners* held a November 12 retreat.
- **Juvenile Justice Advisory Committee** – Presentation of secure web-based consent form made with potential users; Young Offenders Prevention proposal submitted; Draft of Detention Center Utilization

study delivered; JJAC members prepare proposal for Young Offender prevention initiative; Results of the Professional and Youth Juvenile Court System Surveys delivered.

- **Teen Pregnancy/STD Prevention Work Group** – Middle School Roundtable follow-up meeting held. Youth Service, Evaluation, and Public Awareness sub-committees met.
- **Outcome Measurement Work Group** – Trainings completed on October 4 and October 11 for 60 participants. Peer tutors identified and assigned to applicant agencies.

**CCF Work Plan**

- **Upcoming strategic issues:** Dissemination of “Key Message” and accompanying solutions;