

**CHARLOTTESVILLE/ALBEMARLE COMMISSION ON CHILDREN AND FAMILIES  
MINUTES  
NOVEMBER 6, 2002  
ROOM 235 ALBEMARLE COUNTY OFFICE BUILDING**

**MEMBERS PRESENT:**

Martha Carroll, 16<sup>th</sup> District Court Services Unit  
Madison Cummings, Albemarle Citizen Representative  
Leslie Harris-Scott, Charlottesville Citizen Representative  
Holly Hatcher, Charlottesville Citizen Representative  
Mark Kindler, Albemarle Citizen Representative  
Dr. Susan McLeod, Thomas Jefferson Health District  
Larry Miller, Albemarle Citizen Representative  
Linda Peacock, City of Charlottesville  
Jim Peterson, Region Ten Community Services Board  
Kathy Ralston, Vice-Chair, Albemarle Department of Social Services  
Sterling Robinson, Albemarle Citizen Representative  
Ruth Stone, Chair, Private Provider  
Ashley Young, Albemarle Youth Representative

**MEMBERS NOT PRESENT:**

Dr. Kevin Castner, Albemarle County Schools  
Robert Cox, Charlottesville Department of Social Services  
Dr. Michael Dickens, Charlottesville Citizen Representative  
Ron Hutchinson, Charlottesville City Schools  
Debbie Pomerantz, Charlottesville Citizen Representative  
Andrew Roland, Charlottesville Youth Representative  
Cathy Train, United Way-Thomas Jefferson Area

**CCF STAFF PRESENT:**

Saphira Baker, Director  
Gretchen Ellis, Planner/Analyst  
Cindy Stratton, Administrative Secretary

**OTHERS PRESENT:**

Winx Lawrence, University of Virginia Representative-Elect

**I. WELCOME**

R. Stone, Chair, called the meeting to order at 5:08 p.m. and welcomed Commissioners and all others present.

**II. SPECIFICATION OF ITEM (S) TO BE ADDED AND ADOPTION OF THE AGENDA**

*R. Stone, Chair, called for changes to and adoption of the agenda.*

- **THE COMMISSION APPROVED THE AGENDA BY CONSENSUS.**

**HANDOUTS (PRIOR TO MEETING):**

Agenda for November 6, 2002 Meeting  
CCF Meeting Minutes for October 2, 2002  
CART Confidential Report  
CSA Committee Report  
CSA Financial Reports for Charlottesville and Albemarle  
Director's Update  
Post-Retreat Follow-up Materials-"CCF Mission and Roles"; CCF 1997 Agreement.

**HANDOUTS (DURING MEETING):**

"CCF Beneficiaries Handout"  
Letter from Assistant Secretary of Public Safety  
Re: VJCCCA funding support

**FOLLOW-UP ACTION (S) NEEDED:**

### III. COMMENTS FROM THE PUBLIC

There were none.

### IV. MINUTES FROM THE OCTOBER 2, 2002 MEETING

R. Stone, Chair, called for adoption of the October 2, 2002 meeting minutes.

*Motion to approve the minutes was made by S. McLeod. M. Carroll seconded the motion.*

- **THE COMMISSION APPROVED THE MOTION UNANIMOUSLY.**

### V. RETREAT FOLLOW-UP – K. RALSTON AND R. STONE

R. Stone introduced the follow-up process by reviewing the progression of discussions to this point. Commissioners agreed to spend approximately 20 minutes on each of the remaining roles. During the exercise Commissioners discussed the *definition, outcomes, resources, barriers, and strategies* associated with the roles of “Advisor” under the facilitation of K. Ralston and “Information Resource” under the facilitation of R. Stone. Commissioners agreed to spend an additional 10 minutes on the role of “Advisor” in order to complete the process. Due to time constraints members agreed by consensus to table the discussion on the role of “Coordinator” until the next meeting. G. Ellis served as scribe. S. Baker agreed to format the discussion notes for approval and prioritization discussions of the Commissioners.

### VI. CSA COMMITTEE REPORT – WRITTEN

J. Peterson commented that the Committee had spent some time discussing what information would be beneficial for Commission Members to receive and reviewed the information presently being given. He noted that the financial charts as presently formatted did not provide previously intended information. Discussion ensued regarding the need to show the number of children served and the amount of monies actually spent. R. Stone noted that reports would then be 2-3 months behind because of the payout schedule. J. Peterson agreed to share the comments with the CSA Committee for consideration. K. Ralston noted that she was pleased to see the review of the FAPT process. S. Baker gave a brief update of what has occurred to date. L. Peacock asked if what was being done by other localities to handle increasing foster care case numbers and CSA expenditures had been looked at. G. Ellis noted that Charlottesville Department of Social Services has commissioned a study to look at why foster care numbers are increasing. J. Peterson stated that if that could be addressed, it would be useful to the community. L. Peacock stated that she would like to see cost per case for the year or period of authorization added to the CART report minutes.

### VII. DIRECTOR’S REPORT – S. BAKER

S. Baker commented on the National Issues Forum held on Saturday, November 2<sup>nd</sup>. She noted that the Steering Committee felt it had been successful and that a report would be written and disseminated in approximately 30 days. R. White said she felt it would be important to identify ways to reach a broader audience than attended on Saturday for future forums. K. Ralston noted that there had been extensive publicity done for the event. L. Peacock said that maybe a different day should be considered for future forums. L. Scott-Harris stated that she thought follow-up would be critical and that word of mouth was the most effective manner to get the word out. There was some discussion of the concept of the NIF format and purpose. S. McLeod said she thought the summation of the pre and post forum questionnaire information would be interesting.

S. Baker reminded Commissioners of the upcoming Legislative Forum on Tuesday, December 10<sup>th</sup> and stated that there would be more time allotted for questions and answers this year.

S. Baker gave Commissioners the dates of the CCF annual report presentation dates to the Albemarle County Board of Supervisors – December 4<sup>th</sup> and the Charlottesville City Council – December 2<sup>nd</sup>. There was some discussion of the format and content of the presentations as well as what should be highlighted (i.e. An Executive Summary will be helpful.) It was recommended that only one issue be highlighted and one report, with a focus on the impact of family violence on children. It was also recommended that the Partnership for Children do a separate presentation.

**VIII. MEMBERS' COMMENTS/KEY MESSAGE UPDATES – R. STONE**

K. Ralston informed the group that the First Lady of Virginia will be visiting the Healthy Families Program.

**IX. ADJOURNMENT**

R. Stone, Chair, called for motion to adjourn.

*Motion to adjourn was made by M. Cummings. S. McLeod seconded the motion.*

- **THE COMMISSION APPROVED THE MOTION UNANIMOUSLY.**

The meeting was adjourned at 6:37 p.m.

Respectfully Submitted,  
Cynthia Stratton,  
CCF Administrative Secretary

***THE NEXT MEETING OF THE COMMISSION WILL BE DECEMBER 4, 2002.***