

**CHARLOTTESVILLE/ALBEMARLE COMMISSION ON CHILDREN AND FAMILIES  
MINUTES  
DECEMBER 4, 2002  
ROOM 235 ALBEMARLE COUNTY OFFICE BUILDING**

**MEMBERS PRESENT:**

Dr. Kevin Castner, Albemarle County Schools  
Robert Cox, Charlottesville Department of Social Services  
Madison Cummings, Albemarle Citizen Representative  
Dr. Michael Dickens, Charlottesville Citizen Representative  
Holly Hatcher, Charlottesville Citizen Representative  
Mark Kindler, Albemarle Citizen Representative  
Linda Peacock, City of Charlottesville  
Debbie Pomerantz, Charlottesville Citizen Representative  
Kathy Ralston, Vice-Chair, Albemarle Department of Social Services  
Sterling Robinson, Albemarle Citizen Representative  
Andrew Roland, Charlottesville Youth Representative  
Ruth Stone, Chair, Private Provider  
Roxanne White, County of Albemarle

**MEMBERS NOT PRESENT:**

Martha Carroll, 16<sup>th</sup> District Court Services Unit  
Leslie Harris-Scott, Charlottesville Citizen Representative  
Ron Hutchinson, Charlottesville City Schools  
Winx Lawrence, University of Virginia Representative  
Dr. Susan McLeod, Thomas Jefferson Health District  
Larry Miller, Albemarle Citizen Representative  
Jim Peterson, Region Ten Community Services Board  
Cathy Train, United Way-Thomas Jefferson Area  
Ashley Young, Albemarle Youth Representative

**CCF STAFF PRESENT:**

Saphira Baker, Director  
Rory Carpenter, Juvenile Justice Coordinator  
Gretchen Ellis, Planner/Analyst

**OTHERS PRESENT:**

Jack Gallagher, Community Attention

**HANDOUTS (PRIOR TO MEETING):**

Agenda for December 4, 2002 Meeting  
CCF Meeting Minutes for November 6, 2002  
CART Confidential Report  
CSA Committee Report  
CSA Financial Reports for Charlottesville and Albemarle  
Director's Update  
Post-Retreat Follow-up Materials

**HANDOUTS (DURING MEETING):**

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

**I. WELCOME**

R. Stone, Chair, called the meeting to order at 5:05 p.m. and welcomed Commissioners and all others present.

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

By consensus, those members present, agreeing to act as a committee of the whole, due to the absence of a quorum, revised the agenda and allowed the Director's report and CSA Committee report to be presented.

### III. COMMENTS FROM THE PUBLIC

There were none.

### IV. DIRECTOR'S REPORT – S. BAKER

S. Baker presented the director's report and thanked all of the Commissioners who attended and participated in preparing the annual report. She encouraged CCF members to attend the upcoming December 10th Legislative Forum, sponsored by CCF and Piedmont CASA.

### V. CSA COMMITTEE REPORT – B. Cox

Buz Cox presented the CSA Committee's written report, which showed expenditures through October, which are payments through September. Expenditures are up by 4% in Charlottesville and 25% in Albemarle. Charlottesville's Medicaid reimbursement shows a 59% decrease, which is misleading since payments are behind. Albemarle's IVE rate is up 59%. There has been a 59% increase in non-mandated funding in Albemarle. The number of children served has increased by 7% in Charlottesville and decreased by 10% in Albemarle.

Both localities are almost out of FY03 allocated state money and are in the process of submitting supplemental requests.

The CSA Committee is monitoring developments at the state level. The SEC has issued performance standards.

The Children Needing Extensive Services Work Group continues to concentrate on high need children.

An ad hoc group is addressing the issue of administrative overload particularly on the FAPTs. A new ad hoc group will be formed to look at cost control issues.

**POINT OF ORDER:** *The Chair acknowledged the presence of a quorum.*

### VI. MINUTES FROM THE NOVEMBER 6, 2002 MEETING

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

K. Ralston motioned for approval of the minutes. M. Dickens seconded the motion.

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

### VII. RETREAT FOLLOW-UP – S. BAKER

The Commission participated in a discussion, facilitated by Saphira Baker, of its role as a Coordinating Body. Commissioners identified the following:

#### DEFINITION OF COORDINATOR

- Convening
- Effective communication with all players in the system
- Centralized/common touch point
- Understanding of how pieces fit into the whole system and responsibility so they can ensure that they fit
- Identifies events that are related, assures that they happen in sequence and efficiently
- Direction of resources in right amount and place
- Strategies to move forward
- Information source
- Leadership to operationalize mission and goals
- Putting vision in motion

#### DESIRED OUTCOMES

- Needs of children are identified and a plan to address them is implemented
- No duplication, fewer gaps, decrease of negative events
- Less costs, fewer kids in foster care
- Services are seamless and complement one another
- Systemic approach to launching new initiatives

- Coordination of grants and funding applications
- Resources are targeted for the most impact
- Awareness of network
- Shared management strategies and decision making
- Respected clearinghouse and convener
- Fewer other groups starting up
- Other groups would approach CCF

### **HOW CAN WE ADVANCE OUR PRIORITIES THROUGH THIS ROLE?**

- Have and control money
- Staff a CCF position to coordinate and avoid duplication
- Extend CCF relationship with housing, parks and recreation
- CCF should serve as a convener to launch efforts and then pass them on. Convene and pull back but maintain connection.
- Have dedicated staff member serve as “glue.”
- Change funding process to RFP in targeted/priority areas

### **CURRENT AND NEEDED RESOURCES**

#### **Current**

- Grant money
- Staff, Commissioners
- Support of City Council and Board of Supervisors
- Influence over funding
- Credibility
- Supportive Community
- Ingredients for chemical reaction!

#### **Needed**

- Improved data and tracking of children
- Systems to collect and share data
- Patience and confidence for a sustained commitment
- Celebration of small successes
- Grant writing resources
- Additional staff and space

### **BARRIERS**

- Lack of financial clout and authority
- Hard to gather the many things CCF does together into one whole
- Size and complexity of human service system
- Resistance to coordination and scrutiny
- Different organizational cultures between schools and community agencies
- Organizations have many funding streams and different missions

### **SHORT AND LONG TERM STRATEGIES**

#### **Short-Term**

- Use actual outcomes to drive funding recommendations
- Explore increasing CCF funding authority
- Re-evaluate where staff and Commissioner resources should be spent
- Engage more community members in what we do
- Identify a pilot area to coordinate (Buford After-School)
- Play a grant clearinghouse role

#### **Long-Term**

- Use allocation of dollars to enhance coordination
- Identify pilot areas that need to be coordinated and see what we can do

**VIII. INFORMATION SHARING SUB-COMMITTEE UPDATE – R. CARPENTER**

Rory Carpenter presented a report on the work of the Information Sharing Subcommittee of the Juvenile Justice Advisory Committee. R. Carpenter highlighted the obstacles faced in implementing an interagency electronic shared release of information form and requested future guidance and support from CCF members.

Much discussion ensued about the barriers faced (see attached hand out) and strategies to overcome agency resistance and develop a useful system that facilitated effective delivery of services to residents. CCF members requested that the Information Sharing Sub-Committee develop a proposal for furthering the project for a future CCF meeting and allow agency staff to see the benefits of using such an integrated system.

R. Carpenter noted that the electronic information sharing system would be piloted by FAPTs this winter, yet that this was a limited use having to do with only those cases brought to FAPT. J. Gallagher noted that the success of the information-sharing project would require leadership and buy-in from the public agencies that participate in the Commission.

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

There were none.

**X. ADJOURNMENT**

The meeting was adjourned by consensus at 6:45p.m.

Saphira Baker & Gretchen Ellis, Recording

Respectfully Submitted,  
Cynthia Stratton,  
CCF Administrative Secretary

***THE NEXT MEETING OF THE COMMISSION WILL BE  
JANUARY 8, 2003.***