

**CHARLOTTESVILLE/ALBEMARLE COMMISSION
ON CHILDREN AND FAMILIES
MEETING MINUTES
SEPTEMBER 5, 2007
ACOB-5TH STREET, ROOM B**

MEMBERS PRESENT

Leslie Beauregard, City of Charlottesville
Martha Carroll, 16th District Court Service Unit
Ralph Chester, Albemarle Citizen
Representative
Robert Cox, Charlottesville Dept. of Social
Services
Madison Cummings, Chair, Albemarle Citizen
Representative
Bryan Elliott, Albemarle County
Hallie Freer, Charlottesville Youth
Representative
Tracey Hopper, Charlottesville Citizen
Representative
Gertrude Ivory, Charlottesville City Schools
Robert Johnson, Region Ten Community
Services
Steve Koleszar, County School Board
Representative
Charlie Kollmansperger, City School Board
Representative
Hannah Langlet, Albemarle Youth
Representative
Amy Laufer, Albemarle Citizen Representative
Carolyn Lawlor, Albemarle Citizen
Representative
Winx Lawrence, University of Virginia
Tim Longo, Charlottesville Police Department
John Miller, Albemarle Police Department
Pam Moran, Albemarle County Schools
Pat Mullaney, Albemarle Department of Parks &
Recreation
Lilian Peake, Thomas Jefferson Health District
Kathy Ralston, Albemarle Department of Social
Services
Ruth Stone, Charlottesville Citizen
Representative
Mike Svez, Charlottesville Department of Parks
& Recreation
Paul Wisman, Charlottesville Citizen
Representative

MEMBERS NOT PRESENT

Charles Martin, Private Provider Representative
Cathy Train, United Way Representative

CCF STAFF PRESENT

Gretchen Ellis, Director
Rory Carpenter, Juvenile Justice Coordinator
Hamid Karimianpour, YDN Coordinator
Linda Rahman, Administrative Assistant
Cindy Stratton, CSA Coordinator
Mary Sullivan, Teen Pregnancy/STD
Coordinator

OTHERS PRESENT

Megan Raymond, UVA

HANDOUTS (prior to meeting)

Agenda for September 5, 2007 CCF meeting
Draft of the July 11, 2007 CCF meeting minutes
Director's Report
CSA Monthly Program Report – September 07
Charlottesville CSA Summary Financial Report
Albemarle CSA Summary Financial Report
Charlottesville/Albemarle Youth Development
Network Overview
Concept Paper on the Partnership for Children
Co-location of Programs
Subcommittee Recommendation on Meeting
Frequency and Content

HANDOUTS (during meeting)

Human Service Strategic Planning Process
Research Assistants & Interns End of the
Semester Report – Summer 07

I. WELCOME AND INTRODUCTIONS

M. Cummings, Chair, called the meeting to order at 5:36pm and welcomed Commissioners and public. Introductions were made around the table.

II. SPECIFICATION OF ITEMS TO BE ADDED AND ADOPTION OF AGENDA

A motion to adopt the September 5, 2007 Agenda was made by M. Carroll and seconded by S. Koleszar.

◆ **THE COMMISSION ADOPTED THE SEPTEMBER 5, 2007 CCF MEETING AGENDA.**

III. COMMENTS FROM THE PUBLIC

M. Sullivan, with the UVA Health Center and Coordinator of the Teen Pregnancy/STD Prevention Work Group, brought forth a letter written to Commissioner Robert Stroube with the Virginia Department of Health, for CCF's endorsement. She stated that the letter urges Commissioner Stroube to issue a statement discrediting programs that provide inaccurate information in a public school setting on abstinence only education programs. M. Sullivan gave the Commissioners a brief background on the *Why kNOw abstinence-only* programming and the errors and distortions of public health information it contains.

A motion to table the endorsement until the Executive Committee and two school superintendents were able to review it was made by W. Lawrence and seconded by B. Elliott.

◆ **THE COMMISSION APPROVED TO TABLE THE ENDORSEMENT OF THE LETTER TO COMMISSIONER STROUBE UNTIL THE EXECUTIVE COMMITTEE AND BOTH SCHOOL SUPERINTENDENTS WERE ABLE TO REVIEW IT.**

IV. REMINDER ON DECLARATION ON CONFLICTS OF INTEREST

M. Cummings reminded Commissioners to remove themselves from voting if there was a conflict of interest. K. Ralston inquired if there were any guidelines regarding this. W. Lawrence stated that she had received a packet from the County Attorney's Office and that she would share this information with the Commissioners.

V. COMMISSIONER ISSUES

No issues stated.

VI. MINUTES FROM THE CCF MEETING FOR JULY 11, 2007

A motion to approve the July 11, 2007 minutes was made by S. Koleszar and seconded by R. Chester.

◆ **THE COMMISSION APPROVED THE JULY 11, 2007 CCF MEETING MINUTES.**

VII. YOUTH DEVELOPMENT NETWORK

G. Ellis introduced Rory Carpenter, Juvenile Justice Coordinator, who informed the Commissioners that the Youth Development Network had begun in earnest by distributing the YDN post cards at the recent gang meeting. He presented a PowerPoint presentation discussing

the goal, background, and objectives of YDN and introduced the newly hired YDN Coordinator, Hamid Karimianpour. R. Carpenter stated that Hamid will be working part-time and brings a wealth of experience to his position. H. Karimianpour gave a brief statement on his background and his plans for the Youth Development Network. He stated that he will be based in the CCF office but primarily will be going out and speaking with youth and agencies. He stated that since this is a new position, he would appreciate the Commissioner's ideas and suggestions.

The Commissioners discussed the new initiative. Issues raised were:

- What the call volume projections were
- Was it being modeled after another city's program?
- Have any public announcements made
- Whether activity providers were being asked to give scholarships/transportation
- What the level of participation by agencies is
- Challenges of engaging kids
- Whether there is a case management type of component
- The lack of county outreach
- The importance of reaching the County "urban ring"
- The need for a Youth Commissioner on YDN
- The importance of being neighborhood based to get youth engaged
- The need of marketing to pediatric offices and schools
- How to gauge the outcomes
- Serving the special education population

Amy Laufer suggested participating in the schools' career fair to demonstrate what each agency does. P. Moran invited the Youth Development Network and Hamid to participate in their job fair. M. Cummings thanked R. Carpenter and H. Karimianpour for their presentation.

VIII. PARTNERSHIP FOR CHILDREN – CONCEPT PAPER ON CO-LOCATION

K. Ralston updated the Commissioners on the Partnership for Children's approach to the funding crisis in Home Visiting Programs by examining the feasibility of a co-location – where various agencies involved would have an office and common space in one site. A Concept Paper informing the Commission about the work thus far and the general direction that the PFC was pursuing was distributed to the Commissioners and after a brief discussion, all Commissioners endorsed the PFC's efforts as outlined in the report.

IX. DISCUSSION OF COMMISSION MEETING TIMES AND FREQUENCY

G. Ellis reported that the subcommittee met on the CCF meeting frequency and content and it was recommended that the Commission adopt the following recommendations:

1. Commission meetings should be held every other month on the first Wednesday of odd months, from 5:30pm to 7:00pm, effective September 5, 2007.
2. At the opening of meetings, there should be a 15 minute opportunity for Commissioners to bring up issues of concern, offer comments and make announcements.
3. Oral Reports to the Commission should be made in 15 minutes or less. A one-page synopsis should be sent to Commissioners ahead of the meeting.
4. All emailed meeting materials should be consolidated in a PDF file for ease of Commissioner printing.
5. Staff should survey Commissioners to determine whether there is a more suitable time for meetings.

A motion to adopt the recommendations made by the sub-committee on CCF meeting frequency and content was made by R. Stone and seconded by J. Miller.

- ◆ **THE COMMISSION ADOPTED THE RECOMMENDATIONS MADE BY THE SUBCOMMITTEE ON MEETING FREQUENCY AND CONTENT.**

X. DIRECTOR'S REPORT

G. Ellis stated that the construction work on the CCF offices is completed. She distributed an End of Semester Report on Research Assistants and Interns. Commissioners did not have any questions regarding the Director's Report.

The meeting adjourned at 6:55pm.

**THE NEXT MEETING OF THE COMMISSION WILL BE
NOVEMBER 7, 2007
IN THE MC INTIRE ALBEMARLE COUNTY OFFICE BUILDING
CONFERENCE ROOM 236 – TOTIER ROOM
5:30pm to 7:00pm**