

**CHARLOTTESVILLE/ALBEMARLE COMMISSION ON CHILDREN AND FAMILIES
MEETING MINUTES
NOVEMBER 5TH, 2003
ALBEMARLE COUNTY OFFICE BUILDING, ROOM 235**

MEMBERS PRESENT

Dr. Kevin Castner, Albemarle County Schools
Shirley Copeland, Albemarle Citizen Representative
Madison Cummings, Albemarle Citizen Representative
Dr. Michael Dickens, Charlottesville Citizen Representative
Leslie Harris-Scott, Charlottesville Citizen Representative
Mark Kindler, Albemarle Citizen Representative
Winx Lawrence, University of Virginia
Dr. Susan McLeod, Thomas Jefferson Health District
Linda Peacock, City of Charlottesville
Jim Peterson, Region Ten Community Services Board
Kathy Ralston, Chair, Albemarle Department of Social Services
Sade Ridley, Albemarle Youth Representative
Sterling Robinson, Albemarle Citizen Representative
Noah Schwartz, Monticello Area Community Action Agency
Jessica Rafter, Charlottesville Youth Representative
Cathy Train, United Way-Thomas Jefferson Area
Roxanne White, Albemarle County
Danielle Wilcox, Charlottesville Citizen Representative

MEMBERS NOT PRESENT

Martha Carroll, 16th District Court Service Unit
Robert Cox, Charlottesville Dept. of Social Services
Ron Hutchinson, Charlottesville City Schools

CCF STAFF PRESENT

Saphira Baker, Director
Linda Rahman, Program Assistant
Amber Zavada, Information and Outreach Coordinator

OTHERS PRESENT

Heather Kellams, Community Attention
Drew Larsen, University of Virginia Law Student

HANDOUTS (prior to meeting)

Agenda for November 5, 2003 CCF meeting
October 1, 2003 CCF extended meeting minutes
Director's Report
Draft of CCF Extended Meeting Plan
Comprehensive Services Act (CSA) Monthly Meeting Minutes
October 8, 2003 CART Cases
Charlottesville CSA Summary Financial Report for September 2003
Albemarle CSA Summary Financial Report for September 2003

HANDOUTS (during meeting)

Charlottesville/Albemarle CCF 2203 Annual Report
A Guide to Charlottesville/Albemarle Commission on Children and Families
Proposal to Establish Youth Services Learning Group
Charlottesville/Albemarle CCF Bylaws
Charlottesville/Albemarle CCF Strategic Outreach and Communication Plan 2003-2006
Save the Date Post Cards for the Legislative Forum

I. WELCOME AND INTRODUCTIONS

K. Ralston, Chair, called the meeting to order at 5:05pm and welcomed commissioners and Heather Kellams with TeensGive, Community Attention and a member of the Youth Service Subcommittee of the CCF Teen Pregnancy and STD Prevention Work Group, and Drew Larsen, University of Virginia 3rd year law student. Ms. Ralston noted that Ms. Kellams was here to give a presentation on the proposal to establish the Youth Service Learning Work Group and Mr. Larsen is interested in Public Policy.

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

- ◆ **THE COMMISSION ADOPTED THE AGENDA FOR THE MEETING WITH NO ADDITIONS OR CHANGES.**

III. DIRECTOR'S REPORT – SAPHIRA BAKER

An update was given on the August 25-October 20th, 2003 Director's Report previously distributed. Holly Hatcher had resigned from the Commission on Children and Families due to the commute from Richmond to Charlottesville. Her resignation has left a vacancy for a City of Charlottesville representative. If any of the Commission members know of anyone interested, please encourage them to contact the City. As yet, the opening has not been posted in the newspaper and the deadline to apply is unknown.

The presentation of the Annual Report to the Albemarle County Board of Supervisors this morning went well. They were very receptive. Two major themes were stressed, the Commission being five years old and having accumulated sufficient information to begin making recommendations for policy and program directions and successfully completing three reports. The Annual Report lists targeted areas, research, needs in communication and how to communicate. The Board of Supervisors expressed interest in receiving emails on findings that CCF felt would be issues of importance to the Board and would like to see the commission's input and involvement in housing and zoning issues. The Board recognized important work is being accomplished and that the commission generates valuable information.

Please note we missed the deadline on endorsing the Children's Agenda for The Voices for Virginia's Children (VVC) through a communications error. We submitted a query about the interpretation of "endorse in principle" and the answer came back after the deadline had passed. Thus, our name was not included. It will be back on the agenda in December since we still have the option of having the Commission's name on the updated list to be published in mid-December.

IV. MINUTES FROM THE CCF EXTENDED MEETING FOR OCTOBER 1, 2003

A motion to approve the minutes was made by M. Cummings and seconded by M. Dickens.

- ◆ **THE COMMISSION APPROVED THE MINUTES OF THE OCTOBER 1, 2003 CCF MEETING WITH NO CHANGES OR ADDITIONS.**

V. YOUTH SERVICE LEARNING WORK GROUP – HEATHER KELLAMS

A review of the written proposal to the Commission on establishing a Youth Service Learning Work Group was presented. The CCF's Teen Pregnancy and STD Prevention Work Group selected youth service as one of its five priority areas and mandated the creation of a youth service subcommittee. Service learning is a model of youth volunteerism that includes preparation and training, closely supervised and coordinated service projects, and reflection components. The Youth Service Subcommittee has established that youth service learning programs have benefits far beyond those of teen pregnancy prevention. Benefits include reduced delinquency, improved school performance and attendance, improved relational and job skills and increased connectedness to the community. Benefits also accrue to the community: increased levels of effective volunteerism, the development of more involved young citizens, assistance meeting real community needs, and improved collaboration and communication between schools, service providers and business. Youth service learning is thus an issue that warrants attention and promotion in the community on its own merits, rather than as a subtopic of another issue.

H. Kellams noted that, a Youth Service Learning Work Group meets the five target areas of the Commission and she believes affiliation with CCF would provide the work group with more credibility. C. Train inquired on how much support the work group would need from the Commission. S. Baker advised a CCF member would need to attend the meetings and hoped a Commissioner would join. Otherwise they would be self staffed and use CCF's communication vehicles, with a CCF staff person attending. H. Kellams stated they would need someone to take the minutes and help with best practices manual and suggested an intern. Commissioners discussed the differences and possible duplicate efforts of the Assets For Youth and Youth Service Learning work groups. They also discussed what programs were already in place at the schools. Some members felt that the work groups had a common theme but different approaches. It was noted that the Youth Service Learning work group is more focused on coordination and implementation of best practices to ensure everyone provides the highest quality of service, while the Assets for Youth work group is developing policy and program recommendations for the community. H. Kellams noted that being a CCF work group would give this issue validity and promote Youth Service Learning as a valuable resource – a collaborative group to work for a common good.

A motion to create Youth Service Learning work group was made by M. Dickens and seconded by M. Cummings. All members present voted in favor.

◆ **THE COMMISSION APPROVED the establishment of YOUTH SERVICE LEARNING AS A WORK GROUP.**

VI. CCF EXTENDED MEETING FOLLOW-UP – KATHY RALSTON

The Commissioners reviewed next steps from the October CCF Extended Meeting. K. Ralston asked the Commissioners to look at the Recommended Strategies for each priority issue to see if they made sense or required revisions.

She noted that the first priority issue is to develop a cadre of neighborhood leaders to increase residents' access to information about services and programs. And then to expand the use of on-site neighborhood and school-based resource personnel to coordinate access to information and services; expand neighborhood school partnerships.

The recommended Strategy is to convene stakeholders for 1-3 meetings to understand conditions, resources, and identify lead organizations and individuals. A follow-up step will be to determine CCF's role and capacity once need, resources, and strategy is outlined.

R. White felt family support workers should be a part of the strategy to inform residents about resources. M. Dickens stated that physicians are very much under informed and training in continuing education at UVA would be beneficial. C. Train recommended a Kiosk with information in doctor's offices. S. Baker asked if any commission members would be interested in helping her with this. C. Train, M. Dickens, M. Kindler, and L. Harris-Scott volunteered.

A Second priority issue is connecting low-income/at risk middle and high school youth to assets to increase access (including understanding and addressing transportation barriers) to services and activities that offer protective factors.

A recommended strategy is to support the Assets for Youth work group (recently established) to understand needs and resources, best practices, make policy and program recommendations, and identify need for redirected for new resources.

All Commissioners agreed on this strategy.

The third priority issue is to identify ways to remove barriers to substance abuse and mental health services to increase communication between parents and children and increase access to available services.

A recommended strategy is to bring a recommendation to the Prevention Coalition for implementation and make a recommendation for further CCF involvement based on response.

L. Harris-Scott advised that the Prevention Coalition is also willing to come to a Commissioner's meeting to give a presentation.

The fourth priority issue is to increase the pool of dentists that accept Medicaid or FAMIS to expand the local dental health capacity for lower income residents.

A recommended strategy is to bring a recommendation to the Partnership for Children for implementation and make a determination of CCF involvement based on the PFC response.

It was advised the Partnership for Children not likely to take on this responsibility because of the establishment of a new dental task force. It was recommended that CCF contact the Dental Task Force to see if they would take this on. R. White volunteered to call the contact person, Judy Smith, to see what their response is.

A fifth priority issue is to implement the Earned Income Tax Credit (EITC) to reduce the income gap among residents and increase the household income of working poor families.

The recommended strategy is to bring this issue to the Leadership Charlottesville for implementation and to make a determination about CCF capacity for further action depending on the response.

It was advised that the issue was brought to the Leadership Charlottesville and the commissioners will be advised of their response on or around November 15th.

A motion to approve the recommended strategies was made by M. Cummings and seconded by M. Dickens. All Commissioners present voted in favor.

- ◆ **THE COMMISSION APPROVED THE RECOMMENDED STRATEGIES FOR THE PRIORITY ISSUES ESTABLISHED AT THE CCF EXTENDED MEETING ON OCTOBER 1, 2003.**

IX. CCF COMMUNICATIONS AND OUTREACH STRATEGY – AMBER ZAVADA

An overview was given of the CCF Strategic Outreach and Communications Plan for 2003-2006 by Leslie Scott Harris.

A. Zavada then asked the commissioners for their support and assistance in helping with this plan and noted that the plan would be used internally.

A. Zavada reviewed the desired outcomes of the plan:

1. CCF data/resources are available to/accessed by the public...in order to improve understanding of local child and family needs.

M. Dickens and D. Wilcox volunteered to help with writing an article for the newspaper. S. McCleod advised that the Health Department has 2 monthly editions and she would try to incorporate an article on CCF.

2. CCF obtains input from the community...in order to understand and to respond quickly and appropriately to emerging needs of local children.

It was noted that input could be requested at the Legislative Forum.

3. Commission is recognized and used as the point of contact for coordination of services and planning assistance...in order to increase efficiency and responsiveness to local needs and services.

CCF is currently increasing accessibility and availability of information to public and private agencies seeking coordination assistance, grant assistance, data and information about City/County funding process and plans on continuing. CCF data has helped local public and non-profit organizations raise \$670,000 in grants.

4. CCF increases community participation to address priority areas identified by CCF...in order to mobilize support for children and families.

Using the Needs Assessment and having a community meeting/forum for individuals to contribute to improving child and family resources can accomplish this.

5. CCF information is used to guide public policy...in order to build a community that emphasizes the well-being of children.

Help from Commissioners is needed to increase a CCF presence at School Board meetings/events, and at Albemarle Board of Supervisors meetings/events/Charlottesville City Council meetings, and to make comments during the public comment portion of meetings. It was noted that Commissioner's presence should also be included at United Way meetings.

X. MEMBERS' COMMENTS

R. White thanked K. Ralston and S. Baker for their excellent presentation to the Albemarle Board of Supervisors and for coming forward with more recommendations.

The Board was very receptive and had good ideas on how input from Commission would improve growth and development areas.

The meeting adjourned at 6:30 p.m.

**THE NEXT MEETING OF THE COMMISSION WILL BE
DECEMBER 3RD, 2003
ROOM 235 OF THE ALBEMARLE COUNTY OFFICE BUILDING**