

DIRECTOR'S UPDATE, APRIL 24 – MAY 27, 2003

Coordination of Services

- Attended meetings of the Charlottesville/Albemarle Civic Engagement Initiative, City Neighborhood Strategy Team, Opening of Friendship Court (formerly Garrett Square).
- Participated in two strategic planning sessions with the Albemarle County Department of Social Services.
- Met with consultant developing a plan for Albemarle County Department of Parks and Recreation.

Raising Awareness of Children and Family Issues

- Distributed *CCF Quarterly Report* to CCF electronic and U.S. Mail list.
- Finalized program materials for KidsWatch, including parent brochure, brochure for professionals, brochure for children, poster, and community training packets.
- Hosted audio conference on "Strengthening Families" sponsored by the National League of Cities.
- Conducted mini-survey on after-school opportunities and disseminated CCF information at the City Government Services Fair, on April 25. Survey results will be included in next *CCF Quarterly Report*.
- Website page views for May: 1,556. Website unique users for May: 504. Listserv membership: 3 new members in May, for a total of 171 members. Listserv posts for May: 9

Administration/Research

- Submitted Letter of Intent for Pathways to Collaboration grant to the Kellogg Foundation.
- Provided orientation to new County youth member, Sade Ridley, and County citizen member, Shirley Copeland.
- Provided draft to Charlottesville Housing and Redevelopment Authority of Youth Risk Behavior results.
- City Data Analysis Team developed agenda for meeting with City Block Captains and a list of future indicators should resources be available to pursue.
- Finalized instructions, including selected outcomes, for the revised Individualized Family Services Plan form, to be adopted by all FAPTs on July 1. Developed Power Point training in collaboration with FAPT chairs.
- Screened resumes and held first set of interviews for the CSA Coordinator position.

Work Groups

- **Community Needs Assessment**- Completed four focus groups. Maryfrances Porter conducted analysis of data to predict odds among residents for having needs in a range of areas. Planner/Analyst preparing rough draft of final report by June 2; full report due July 1st.
- **Comprehensive Services Act Committee - CSA Ad-Hoc Committee** conducted training of two FAPTs on the new staffing process and I.F.S.P. form. **Cost Containment Committee** welcomed new members, identified areas for further case file research, identified benchmark cities to interview, oriented graduate fellow, Erin Sutfin, to begin research, reviewed theories for costs increases and vendor rate increase trends.
- **Communications and Outreach Ad-Hoc Task Force** – Members finalizing CCF Outreach brochure and work group charge, developing a framework and coordinating data collection with Albemarle County for brief "State of children and families" handout to accompany brochure, and drafting a communication strategy.
- **Data Management Work Group**- Determined manner to incorporate census correction for analysis and production of 2003 *Stepping Stones*. Added an indicator on rates of Limited English Proficient students in the local schools.
- **Family Violence Work Group** – Domestic Violence Subcommittee completed strategic plan and moved to implementation strategies. Child Abuse and Neglect Subcommittee developing strategic plan. Child Advocacy Center Task Force gathering information on developing local center.
- **Juvenile Justice Advisory Committee** – Information-Sharing sub committee developing a business plan; Court Services Evaluation work group preparing guide to court system, disseminating report results to local

legal community and planning an upcoming forum; Interagency Screening sub-committee finalizing its charge " to use the existing data on key predictive factors to create a community wide process (a "lay check list") so that a wide variety of people recognize, understand the significance of, take responsibility and know what to do for children in need as early as possible. The second assignment is to create a unified assessment tool for use by agency professionals that looks at many factors related to the prevention of delinquency in order to effectively provide early intervention services. In addition, JAIBG grant proposal endorsed by committee, and submitted for Juvenile Court Assessment Center equipment and computers.

- **Needs Assessment Work Group**- Completed 6 focus groups (total 9). Reviewed draft of final needs assessment report.
- **Outcome Measurement Work Group** – Graduate Intern prepared status report on local reports on needs and trends, members identified general categories of priority for funding investments, began discussion of revision of FY05 review process and outcome reporting forms to streamline and strengthen assessment, defined new categories of membership and potential members for future work.
- **Partnership for Children -- Child Care Workgroup** developing the criteria for the "Seal of Good Child Care." **Home-Visiting Work Group** finalized all materials in the resource box. **Parent Education Work Group** held a workshop on Sleep on May 3rd. Seventeen adults attended and evaluations were positive. Members recommended continuation of the *Grow Along With Me* Guide as a reduced scope.
- **Teen Pregnancy/STD Prevention Work Group** – Strategic Planning Sub-Committee is finalizing the selection of a new administrative home for the Coordinator, pending funding.

CCF Strategic Plan Issues

- Identifying the recommendations that will accompany the CCF annual report with a level of specificity that will result in measurable change.