

## DIRECTOR'S UPDATE, JULY 19 – AUGUST 25, 2003

### Coordination of Services

- Participated in credentialing visit for Healthy Families at Children, Youth and Family Services.
- Developed strategic planning template for Neighborhood Strategy Team to further its future work plan with members.
- Convened City Data Team to review Geographic Information System maps of available Census 2000 data mapped by Dr. Phillips' UVa class.
- Reviewed expulsion/transition report with Charlottesville City Manager to develop next steps based on team recommendations.
- Established framework, first agenda, and identified potential members for "brainstorming/pre-planning" meeting on Youth Assets Work Group (youth productive activities) at Virginia National Bank on September 26.
- Participated in Charlottesville/Albemarle Civic Engagement Initiative planning meetings for a 2003 National Issues Forum, to take place on November 8<sup>th</sup> with a focus on health care.

### Raising Awareness of Children and Family Issues

- Staff participated in second visit from Senate Finance Committee to receive overview of local CSA process, organized by Kathy Ralston, Buz Cox and CSA Committee and Case Authorization Review Team representatives.
- Set date for the Legislative Forum on Children and Families of December 16, revised two questions and began issue brief for panelists and audience, confirming site and parking arrangements. Planning team members include: Saphira Baker, Andy Block, David Blount, Kimberly Emory, Harry Levin, Kathy Ralston, Ruth Stone, Joyce Stratton, David Toscano, Ed Wayland, Amber Zavada.
- Released Community Needs Assessment to press, conducted interviews with reporters, and received media coverage through Daily Progress, WINA, and the *Observer*. Web hits to the Needs Assessment page on the web totaled 164.

### Administration/Research

- Conducted interviews and hired Linda Rahman as a 25-30 hour Program Assistant to provide administrative and project assistance to CCF, including 8-10 hours of CSA coordination responsibilities.
- Participated in Return on Investment session for City of Charlottesville's budgeting approach to convey logistics, purpose and goals of Agency Budget Review Team process.
- Helped revise Request for Proposal for a feasibility study of an educational fund for the Charlottesville and Albemarle School systems and screened applicants.
- Conducted inventory of staff hours dedicated to managing the Agency Budget Review Team for consideration and future planning by Assistant City Manager and Assistant County Executive's Office.
- Conducted agency evaluations regarding the FY04 Agency Budget Review Process. Met with 2 agencies individually to prepare for FY05 submission.
- Established date, location, draft agenda, and facilitator for CCF Extended Meeting, October 1<sup>st</sup> 4:30 – 8:30 p.m. at Ivy Creek Natural Area. Homework and agenda forthcoming.
- Drafted annual report and compiled key findings from several work groups.
- Collected legislative issues from CCF work groups and finalized endorsement requests for Children's Agenda at [www.vakids.org](http://www.vakids.org)

### Work Groups

- **Comprehensive Services Act Committee - Cost Containment Committee** – revised work plan to include a draft report in the fall. Training provided to fourteen Piedmont CASA volunteers on revised FAPT staffing

process and forms on August 20, 2003; volunteers also provided with orientation to and copies of 2002-2004 CCF *Guide to Youth Services*.

- **Communications and Outreach Ad-Hoc Task Force** – Members approved communications and outreach strategy for discussion and/or homework by CCF members prior to October extended meeting.
- **Data Management Work Group**- Stepping Stones finalized and sent to printer on August 22. 2003 version to be released at CCF September 3<sup>rd</sup> meeting.
- **Family Violence Work Group** – Adopted Domestic Violence Strategic Plan. Confirmed short and long-term funding strategy. Submitted proposal and required memos of agreement for two grants available from the State Department of Social Services for enhancement of KidsWatch and training for Multidisciplinary Teams.
- **Juvenile Justice Advisory Committee** – The JJAC did not meet in August but will reconvene in September. Received a One Time Initiative JAIBG grant for \$6,855 to format and print a *Guide to the Juvenile Court*.
- **Outcome Measurement Work Group** – Revised FY04 agency application and correspondence for release in early September for FY05 funding and finalized review criteria form. Established training dates. City/County due date will be November 14<sup>th</sup>, 2003. Accepted first draft of recommended target areas, presented by Mary Frances Porter as a synopsis of her research.
- **Partnership for Children** – Members agreed to pilot alternative staffing structure for one year at CYFS, reducing Coordinator's time and increasing administrative and analysis functions. Members are drafting job descriptions and related competencies for review in September by Partners.
- **Teen Pregnancy/STD Prevention Work Group** – Drafted transition plan. Posted listing for a part-time coordinator to be housed at Planned Parenthood. Funding is secured for @ 15 hours a week; additional funds are requested for increased PT or FT hours at local foundation.

#### **CCF Strategic Issues**

- Incorporating CCF Needs Assessment Work Group's recommendations into the CCF's work plan and developing an implementation plan involving community partners.