

**New Jersey Task Force on Child Abuse and Neglect  
Communication Committee  
Kathy Collins, LCSW, Chair  
Wednesday, February 27, 2013  
10:00 A.M. – 11:00 A.M.  
Minutes**

Kristine Brown	DCF – Office of Communications & Public Affairs
Kathy Collins	Monmouth Cares
Debra Jennings	SPAN
Cheryl Mojta	NJ Child Assault Prevention
Natasha Palmer	Department of Education

**Staff**

Adrienne E. Jackson	NJTFCAN
---------------------	---------

**Introductions and Review of Minutes**

Introductions were made and December meeting minutes were approved.

**New Business**

*Paperless Task Force*

Adrienne advised the group that task force is going paperless. A brief overview of this transition was provided. It was explained that the task force would receive a tutorial on how to register and access myNewJersey account followed by the committees receiving same. Essentially, all task force related documents such as agendas, meeting minutes, reports, membership information - and more - can be retrieved electronically. Members expressed appreciation of this transition noting the benefit of the task force maintaining two-way communication with its committees.

*Meeting Location*

The group agreed to continue to meet in Trenton with the option of meeting in New Brunswick.

**Old Business**

*FSC & NJ CAP*

This item was tabled

*Recruitment*

Members agreed to reach out to their contacts in an effort to increase membership.

**Annual Report**

It was discussed that this committee was charged by the task force to complete the Third Annual Report (due June 30, 2013) and subsequent annual reports. Natasha and Kathy agreed to work on the first draft of this year's report. Adrienne agreed to reach out to each of the Chairs of the committees requesting a summary of work and activities through March 2013. There was consensus that guidance should be given to the Chairs around specific information to be included in their summary such as committee goal/mission, activities, accomplishments, 'for follow-up' together with one recommendation. Summaries are due to Adrienne on or before April 1, 2013.

**Task Force Webpage**

This item was tabled.

**Continue Committee Strategic Planning**

There was a brief discussion around committee goals and objectives. Given the immediate priority of completing the third annual report, it was agreed to finish the conversation at the next meeting.

**Next meeting**

Wednesday, June 19, 2013