

**New Jersey Task Force on Child Abuse and Neglect
Prevention Committee
Maura Somers Dughi, Esq, Chair
Diana Autin, Esq, Vice-Chair
September 4, 2014
9:30 A.M. – 12:00 P.M.
Minutes**

In Attendance:

Maureen Braun-Scalera	Rutgers School of Social Work
Jeanette Collins	NJ Child Assault Prevention
Suzanne Conrad	Consultant
Diane Dellanno	Advocates for Children of NJ
Anthony DiFabio	Robins Next, Inc.
Maura Somers Dughi	Child and Family Advocacy
Sean Foley	Advocates for Children of NJ - Intern
Nathan Hornsby	Department of Health
Cheryl Mojta	NJ Child Assault Prevention
Kathy Roe	Parents Anonymous of NJ
Michelle Rupe	DCF-Family & Community Partnerships
Rush Russell	Prevent Child Abuse-NJ
Charmaine Thomas	DCF-Family and Community Partnerships
Taraun Tice	DCF-Ethics Liaison Office

Staff

Ifeanyi Pole	DCF-NJTFCAN
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Introduction and Review of Minutes

Introductions were made.

The July 2014 minutes were approved.

Presentation – Taraun Tice, Ethics Liaison Officer

Taraun Tice attended the meeting to answer the Committee's ethics questions regarding the Children's Trust Fund (CTF). The Committee discussed that they wanted to confirm the state's ethics guidelines as they pertain to the Children's Trust Fund (CTF) Request for Proposal (RFP) development process to ensure that interested Committee members are eligible to apply for the CTF RFP.

Taraun informed the Committee that timing is everything when it comes to the recusal process. Taraun reminded the Committee that members of the Prevention Committee are special state officers, appointed or elected for position and the State Ethics Commission has authority governing ethical issues. Taraun discussed the recusal process and disseminated a handout to the members that highlighted the following information (document attached):

What is Recusal?

- If a state employee or special state officer has a business, personal or professional relationship with an entity or individual seeking a contract, the employee or special state officer must recuse themselves from involvement in the procurement process

involving the entity or individual. The procurement process begins with the drafting of the RFP (Request for Proposal).

- All state officers and special state officers involved in the procurement process have to fill out the “Personal and Business Relationship Disclosure Form”, which will be reviewed by the ethics liaison and a copy will be sent to the State Ethics Commission.
- Personal, business and professional relationships must be disclosed for five years prior to your initial completion of the firm, if you are on a board of an institution or an entity that may apply, or if you have a spouse that works for that entity.

When is Recusal required?

1. When the individual was employed by or conducted business with the bidding entity during one year prior to commencement of state service;
2. Any bidding entity from which you received a campaign contribution; or
3. Any bidding entity in which you have a personal or financial interest that is incompatible with the proper discharge of your duties. A personal or financial interest includes, a fiduciary relationship, a debtor/creditor relationship, a source of income, any matter involving or pertaining to a relative or cohabitant, a relationship with a person providing funds, goods or services without compensation, any matter pertaining to or involving a business associate or investment, a leadership role in a professional or trade organization.

Taraun discussed her availability to assist any Committee member in their recusal process. The recusal has to be in written form and sent to the State Ethics Commission. It is important that everyone is notified when a Committee member has been recused. Taraun provided the Committee with her contact information: Cell phone number: 609-273-9910; office number 609-888-7567 or 609-888-7588 and agreed to make herself available accordingly.

When the Minutes are posted, Committee members will be reminded about the reviewing the ethics presentation information and document on recusal process and conflict of interest.

The Committee asked Taraun to stay for the remainder of the meeting to ensure that the Committee followed the ethics guidelines when discussing the CTF RFP process.

Business

Children’s Trust Fund Ad-Hoc Workgroup

The Committee was provided with a general outline for discussion regarding the Children’s Trust Fund as a result of the conference calls that took place in August 2014 by the Ad-Hoc CTF Workgroup.

- The Committee agreed that they will focus on the following:
 - Goal 1: Increase public awareness of prevention efforts and mobilize community members in family strengthening activities

- Goal 4: Develop creative and sustainable funding strategies that result in increased funding to support evidenced-based child abuse prevention programs that strengthen families and communities.
- The RFP proposal should be consistent with the Statewide Prevention Plan and Standards.
- The Committee would be responsible for getting the Prevention Standards out in the communities to discuss the projects and programs.
- The Committee would develop a funding plan to increase dollars going into the trust fund.
- Maura will discuss the Committee's proposal with the Task Force at their meeting on October 10, 2014 to see what role the Task Force would have in the procurement process and in possibly hosting community forums.

Prevention Standards Workgroup Update

The Committee discussed the idea of creating a 10-15 minutes video, a webinar and meeting with Robert Ring, Director, DCF- Office of Training and Professional Development to discuss options they can explore in utilizing the DCF Training Academy. Charmaine Thomas will follow up with DCF to see if this is something that could benefit the Committee. The Committee will be exploring colleges and universities marketing/communication department to assist with the creation of the video. Maura requested that if anyone gets any leads on possible intern opportunities, to inform her as soon as possible.

The Committee discussed the "The Raising of America Project", which is an opportunity to create a different dialogue with community awareness by presenting it with the new information and reeducating America. A screening is being held in Camden, New Jersey on October 23, 2014. The Center for Family Services is hosting forums at the Cooper Medical Center. The Committee agreed that this will allow the Committee to inform the communities about what is happening in New Jersey by allowing the Prevention Plan and Standards to guide the discussions. Members that attended the conference in New Orleans were informed that some technical assistance would be provided to ensure the forums are well planned.

A conference call will be scheduled via the Meeting Wizard with the Standards Workgroup by the end of September 2014 to discuss the best way to disseminate the Prevention Plan and the Standards in the communities.

Announcements

NJ CAP has 550 school districts signed up this school year for the Prevention Education Program. Students, parents and staff will receive the prevention education directly.

NJ CAP is co-sponsoring the Male Survivors, 14th International Conference being held on October 31, 2014 through November 2, 2014 at the Newark Liberty International Airport Marriott, Newark, NJ. The keynote speaker is Matthew Sandusky. The Committee members were invited to attend and asked to extend the invitation to their colleagues.

Workgroups Convened – next meeting November 6, 2014 – Trenton, NJ