

**New Jersey Task Force on Child Abuse and Neglect  
Staffing and Oversight Review Subcommittee (SORS)**

**Marygrace Billek = Chair**

**Mary Coogan = Vice-Chair**

**Tuesday May 9, 2017: 10:00 A.M. – 12:00 P.M.**

**DCF Commissioners Conference Room**

**50 East State St. 2<sup>nd</sup> Floor**

**Trenton, NJ 08625**

**In Attendance- In Person**

Marygrace Billek	Mercer County DHS
Mary Hallahan	Upper Freehold Regional School/Resource Parent
Lisa Nemeth	Dept. Law & Public Safety
Aubrey Powers	DCF Assistant Commissioner, OPMA
Jeyanthi Rajaramam	Legal Services of NJ
Lisa vonPier	DCF Assistant Commissioner, CP&P

**In Attendance- Conference Line**

Stephanie Albanese	Legislative Director Senator Vitale
Mary Coogan	ACNJ
Amy Fischer	Administrative Office of the Courts/Monmouth

**Staff**

Dawn Marlow	DCF-NJTFCAN SORS
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**Review of Minutes:**

Introductions were made to include the Open Public Meeting Announcement and the January 2017 minutes were reviewed by the members and approved.

***New Business:***

Announcement was made regarding the appointment of the new SORS Chair- Marygrace Billek. Marygrace further announced that Mary Coogan has been named as the Vice Chair to avoid two government officials sitting in the chair seats and make sure there was balance.

The next topic discussed was the issues around attendance and recruitment. It was determined an email to poll/survey the SORS members will be sent out regarding days of the week and time slots that work best for members to minimize meeting conflicts. Location was discussed as well due to the difficulties with parking at the DCF Professional Center. Jey Rajaramam offered Legal Services of NJ location in Edison as an alternate location for the Professional Center. There was discussion due to the CFSR about moving the July meeting however it was decided to retain the date.

Discussion around the rules of attendance per the By-Laws was clarified by Dawn Marlow in that members must attend 50% of bi-monthly meetings in a two year period however there is a loop hole in that there is no restriction on attending per year in a two year period. It was determined that Dawn will update the attendance chart for the group to see current attendance trends and the Marygrace will reach out to those members who have low attendance to determine their commitment and ways to negate barriers preventing them from attending. This is seen as a starting point to help identify who else to recruit.

This transitioned into a discussion on the charge and direction of the SORS. Discussion included a comparison of the need at the time when the SORS subcommittee was first established to have oversight of the staffing levels versus the current climate is very different. Lisa vonPier discussed the need for the SORS subcommittee to take a critical view on how they can be a support to staff. Discussion around the dangers of mission creep and broadening the scope of the subcommittee results in lack initiative or focus which can cause lack of participation. Discussion around who to recruit occurred and the struggle around having too many participants with the same lens can impact the focus of the work. It was determined that one of the upcoming target areas is to focus and define the charge of the SORS and what will be the work around that charge. Dawn will re-send the By-Laws to the subcommittee for review of the charge. Discussion also centered on recruitment representation of the adolescent and aging out population. Lisa vonPier suggested having two representatives from this population as it may be intimidating for just one. It was suggested to tap into the Youth Advisory Boards through Rutgers however given that the RFP just went out as the contract is up, it was determined to wait until the contract is granted to access recruitment opportunities for this population. Jey will also look into their resources for this population as well as looking into recruitment of parents as well.

Discussion on the strategic plan centered on completing our SORS report and how moving forward the objectives and measures will look different. Marygrace reinforced that everyone needs to review the By-Laws and the previous minutes to be prepared to spend the July meeting working on the SORS report and begin thinking about what the strategic planning will be. It was suggested that a June conference call may assist with strategizing and assigning tasks for the report completion. Dawn will send out the By-laws and meeting minutes to the group as well as survey dates for a potential June meeting. Mary Coogan asked about the DCF Needs Assessment listed on the strategic plan for clarity. Aubrey discussed what the comprehensive Needs Assessment is currently and how it is different than what each county administrator was asked to complete years prior around youth homelessness through the HSAC. Aubrey offered a presentation along with the Office of Strategic Development around the needs assessment.

Next topic discussed was around future presentations. It was discussed in addition to the Needs Assessment presentation possibly having Karen Baldoni from contracting to discuss services. It was determined that having Debra Lancaster come from the Office of Strategic Development would be more beneficial as this office looks at trends and

gaps in services as a result from learning opportunities such as the Qualitative Review (QR) and Child Stat. Lisa vonPier suggested inviting the SORS membership to Child Stat and Aubrey discussed the learning and information that is shared during both processes. Dawn will send out the Child Stat and QR schedules to the SORS members so they can participate in the QR debrief on Fridays and Child Stat days.

Mary Hallahan discussed reviewing a copy of the Resource Parent Response Survey and questioned the next steps on the areas that were identified as a concern or barrier. Lisa vonPier discussed that the results will be analyzed and shared with local leadership to address the barriers. Lisa discussed that the barriers to services will need to be explored to determine if it is a true service gap or perception of service gap in which case training of service availability and access would need to occur. Progress would be monitored by survey to survey as it is broken down by county not local office. Mary will check to see if she can forward a copy to the SORS group.

The SORS group discussed having Abbie DiMeo return to discuss the findings for this year's Data Fellows Cohort. The group agreed it would be beneficial to have her present in November. Marygrace reported that the DCF Commissioner will be giving a presentation to the SORS in September on the findings and recommendations to the National Commission to Eliminate Child Fatality from the Advisory Committee within DCF who completed a meta-analysis of the last five years of fatalities caused by child abuse and neglect. This will most likely take the entire September meeting. It was determined to then have Deb Lancaster and Abbie present in November.

Marygrace read Pat Meyers resignation letter to the group and she was thanked for her many years of service.

### **Next Meeting:**

Tuesday July 18, 2017

10am-12pm

Location: DCF Professional Center Conference Room 104

30 Van Dyke Ave.

New Brunswick, NJ

### **Announcements & Closure**

None reported

**Next Meeting:**

Tuesday March 14, 2017

10am-12pm

Location: DCF Professional Center Conference Room 104

30 Van Dyke Ave.

New Brunswick, NJ

**Announcements & Closure**

None reported