

**New Jersey Task Force on Child Abuse and Neglect
Staffing and Oversight Review Subcommittee (SORS)
Marygrace Billek= Chair
Mary Coogan = Vice-Chair
Tuesday September 10, 2019: 10:00 A.M. – 12:00 P.M
Embrella
101 College Rd East 3rd Floor
Princeton, NJ 08540**

In Attendance- In Person

Marygrace Billek	Mercer County DHS
Lisa Chapland	Kinship Resource Parent
Mary Coogan	ACNJ
Corinne LeBaron	Embrella
Lori Morris	Lifeties
Linda Porcaro	Somerset Co. OYS
Robyn Veasey	Office of Parental Representation
Angie Waters	CASA Atlantic/Cape May

In Attendance- Conference Line

Amy Fischer	Administrative Office of the Courts
Chiori Kaneko	Legal Services of NJ (representing Jeyanthi Rajaramam)

In Attendance- In Person Public Member

Matt Desmond	Princeton University
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Staff

Dawn Marlow	DCF-NJTFCAN SORS
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Review of Minutes:

Introductions were made to include the Open Public Meeting Announcement. The July 2019 minutes were reviewed by the members and approved with one correction.

New Business:

• ***Update from Assistant Commissioner CP&P***

Carmen Diaz- Petti could not be in attendance however submitted an update through the SORS staff support, Dawn Marlow. Dawn reported the following updates:

- The Solution Based Case plan (SBC) model has officially been approved and next steps are to begin implementation design and roll out in the coming months.
- The DCF Commissioner announced that Nancy Carre-Lee has been appointed as the Executive Director of the newly created Office of Staff Health and Wellness. Nancy is currently the Deputy

Director of Operations at CP&P and will continue to support that role until a replacement is identified as she gradually transitions into her new role.

- Work continues to support the increase in kinship placements which includes piloting changes to resource staffing structure and business processes beginning in the Ocean/Monmouth area with the expectation to begin rolling out those changes prior to the end of the year. This will increase the support and communication with kinship and non-kinship providers.

Marygrace Billek suggested ensuring that these areas are correctly identified in the SORS Annual Report.

- ***Annual Report***

Discussion was held around finalization of the SORS Annual Report to submit to the Task Force for their scheduled meeting on 9/27/19. It was determined that the SORS Annual Report must be finalized with all edits and ready for submission by close of business on 9/20/19.

The members reviewed the draft report and began with corrections on the membership list to include ensuring spelling, post-nominal suffix and titles were correct and consistent.

Editing review for punctuation, grammar and content clarity/consistency was done. Angie Waters agreed to review the final draft for editing.

Marygrace reported to the members receiving the suggested three goals from Jey Rajaramam regarding:

1. *training of staff around prevention of homelessness through proper assistance with government benefits*
2. *Review and increase trainings for caseworkers on poverty driven issues like welfare and housing options.*
3. *Supporting and empowering families through better caseworker engagement trainings and programs.*

Marygrace suggested that these three goals could be merged into one or two and discussed the language she imbedded into the draft report to capture this topic of lack of knowledge and coordination of entitlement services for families which sit with the county Board of Social Services. Marygrace welcomed feedback to make the language stronger.

Discussion amongst members included barriers for both families and staff as entitlement services are executed differently in each of the 21 counties resulting in inconsistency in access to services. This disparity from county to county impacts staff relationship, knowledge and advocacy for families regarding entitlement benefits. Members agreed that while CP&P staff should not become experts in the

rules and regulations that govern entitlement services, some education/training for the workforce to expand their knowledgebase to assist in advocacy for families is an area for further exploration.

Next the members reviewed the discussion points and changes that Marygrace drafted regarding the staff survey. There was discussion around including the staff survey analysis as an attachment to the report and outlined the areas for continued monitoring to include:

- Supervision
- Job Satisfaction
- Safety

Additional editing for this section was discussed regarding the differences between the first staff survey and the second and how a comparative analysis could not be made. Lori Morris agreed to review this section and make appropriate edits.

The members reviewed and made additional edits to the section on solution-based case plan.

Dawn Marlow will edit the CFSP/CFSR PIP section. Dawn gave a brief high-level overview of what the CFSP, CFSR and PIP are for the members who were not familiar and reported that the CFSR PIP has been approved, the CFSP has been submitted and DCF has recently received a request for clarity and feedback which is due to the Children's Bureau by next week. Dawn discussed how the CFSP incorporates the goals and strategies of the CFSR PIP as well as DCF Strategic Plan.

The members discussed the issues/goals they would like to follow up on in the coming year as a committee. There was robust discussion around the parameters of what the committee could review and follow up on versus mandate a goal such as a training on entitlement benefits, rules and regulations and prevention of homelessness. The members concluded that making a recommendation to the Office of Training and Professional Development regarding inclusion of poverty issues and entitlement benefits to training curriculum can be explored and reflect in the narrative of the report the reasons why this recommendation is being made.

The members made edits to the rest of the goals and Marygrace and Dawn agreed to meet on 9/12/19 to make final edits and will send out to the members for final review. The members were instructed to make any comments and edits by next Friday 9/20/19 so that the final draft can be submitted to the Task Force on Monday 9/23/19.

Next Meeting:

Date: November 12, 2019
Time: 10am-12pm
Location: Embrella
101 College Rd E
Princeton, NJ 08540

Announcements & Closure: