



STATE OF TENNESSEE
TENNESSEE COMMISSION ON CHILDREN AND YOUTH

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COMMISSION

Montgomery Bell State Park
Conference Center
Thursday, November 4, 2010
1:00 p.m.

MINUTES

Commission Members Present

Cindy Durham, Chair
Marti Herndon, Vice Chair (1:30)
Phil Acord
Sidney Bynum
Leon Caldwell
Joshua Conner
Denise Hobbs-Coker
Trudy Hughes
Susan Lawless-Glassman
Tim Perry
Mary Anne Poe
Roland Reid
Colonel J. A. Robbins
Tawny Spinelli (2:02)
Dwight Stokes

Commission Members Absent

Natasha Blackshear, Secretary
Lindsay Callahan
Janell Clark
Beverly Cosley
Erica Gilmore
Tim Goldsmith
Carlton Lewis

Harold Moses Love, Jr.
Diane Neighbors
Joy Strickland
Nancy Williams

Staff Present

Linda O'Neal, Exec Dir
Marietta Backus
Diane Baham
Sumita Banerjee
Cyndy Banks
Kimberly Bishop
Pam Brown
Peggy Carter
Steve Chester
Dana Cobb
Lindsey Cody
Susan Cope
Kathy Daniels
Sandra Decker
Fay Delk
Anne Marie Dudas
Emel Eff
Dominick Grimaldi
Jennifer Hargis

Craig Hargrow
Peggy Haynes
Rodger Jowers
Dustin Keller
Richard Kennedy
Ron King
Pamela Kirkpatrick
Bill Latimer
Frances Lewis
Sukti Maldas
Faye Mangrum
Philip McKenzie
Rosamond McLeod
Gerald Papica
Patty Ray
Cheryl Sahlin
Debrah Stafford
Melissa Staley
April Swoner
Vicki Taylor
Norma Tolliver
Pat Wade
Elaine Williams
Gwendolyn Wright

I. Welcome and Introductions – Cindy Durham, Chair

Chair Durham called the meeting to order at 1:05 p.m. welcoming Commission members and staff.

II. Roll Call

Introductions served as roll call. A quorum was established.

Durham recognized Anne Marie Dudas, Kimberly Bishop and Craig Hargrow saying it was great having them helping or working with TCCY.

III. Approval of July Minutes

MOTION: IT WAS MOVED (HUGHES) AND SECONDED (PERRY) TO APPROVE THE JULY COMMISSION MEETING MINUTES. UNANIMOUSLY CARRIED.

Since most Commission members have been around for a while and sometimes may forget what the Commission is about and the different things done and since they serve on only two Committees they miss what the other two Committees talk about, the decision was made to again do Orientation and Commission meeting as a whole not separating into Committees so everyone could hear everything. If we have new appointments by the August 2011 meeting, this will be done again. If not, it will be done at next year's retreat.

Orientation PowerPoint presentation was distributed. O'Neal explained overview would be incorporated with what would happen in a regular Commission meeting in the Committee. Wednesday afternoon staff did a "teambuilding" exercise. Each division and the management team developed a five minute video giving an overview of what they do. As part of the orientation before going through the details of each division, videos will be shown.

IV. TCCY Evolution, History Overview, Advocacy and Video – Linda O'Neal

Commission members and staff viewed management team video.

TCCY was created in 1949 as a non-permanent Commission looking at various children's issues. In 1955 the Tennessee Commission on Youth Guidance was developed. There have been a variety of different names over the years. TCCY has legislative history back to 1955. New responsibilities have been added since then but there have not been any major changes in our overall mission, etc., since the most recent major changes in statute in 1988. By statute the Commission is an information and advocacy agency.

TCCY Vision is for all children in Tennessee to have the opportunity to achieve their fullest potential and be safe, healthy, nurtured and educated.

TCCY Mission is to improve the quality of life for children and families and provide leadership and support for child advocates.

TCCY's "We Believe" Statements were developed by staff and approved by the Commission. They include the focus on children, families and communities; government has a role to promote positive change; importance of equitable treatment; system of care; and providing effective evaluations and accurate information.

Powers and duties include advocacy; budget recommendations; monitor legislation; administer the Juvenile Justice and Delinquency Prevention Act (JJDP A); identify problems and concerns; recommend improvements; make recommendations regarding the foster care system; organize and staff nine regional councils; and publish and distribute an annual state of the child report.

Commission has twenty six (26) members appointed by the governor for three years terms. Each member can serve a maximum of three consecutive three-year terms. If a member misses three (3) successive meetings, the Chair can request the governor to declare a vacancy and to fill the unexpired term. Attendance is one of the items always looked at in the Comptroller's review process and is an important issue. Governor appoints the chair. Five of the members are youth members who are under age 24 at the time of appointment for compliance with the JJDP A requirements. Members receive no compensation but reimbursement for travel is provided.

Structure of the Commission is basically a volunteer non-paid group of people that serve like a Board of Directors. Their primary responsibility is to hire/fire the executive director; set broad policy direction for the agency; and serve as the State Advisory Group (SAG) for the JJDP A. TCCY follows all state requirements around human resources, fiscal issues, etc., but sets its own policy directions.

TCCY has four primary divisions: Regional Councils; Juvenile Justice; Children's Program Outcome Review Team (CPOR T); and KIDS COUNT. We interface a great deal with other state departments and staff serves on a whole range of boards, task forces, committees, etc., involving state departments that are the source of much of the data that goes into the KIDS COUNT report. Acronyms, Bylaws and Minutes, Contact Information and Travel Regulations are distributed to all Commission members. Commission has four primary Standing Committees: Children's Services; Juvenile Justice and Minority Issues; Budget and Data which includes the KIDS COUNT functions; and the Councils. We also have Executive, Personnel, Audit and Legislative Committees that meet as needed. Additionally, there is a Grant Review Committee, Nominating Committee and Jim Pryor Award Committee.

Advocacy is the primary mission of the Commission. Statutory requirements include: advocate and coordinate the efficient and effective development and enhancement of state, local and regional programs and services for children and youth; and prepare and distribute impact statements analyzing the potential effect of proposals under consideration by the general assembly which relate to the health, well-being and development of children and youth.

V. Budget and Data

1. KIDS COUNT Overview, Update and Video – Pam Brown

Commission members and staff viewed KIDS COUNT division video.

Brown reported on the activities of KID COUNT and other activities of the division. She reported on the publications, including *The Advocate*, reporting upcoming issues will address home visiting, mental health and resource mapping, and the agency

website. She said one of the best forms of technical assistance provided to TCCY by the Annie E. Casey Foundation was the KIDS COUNT Data Center, which allows people to use our county-by-county data to better meet their needs for grant writing, including making graphs and maps.

The 2009 *KIDS COUNT, The State of the Child in Tennessee*, books were distributed to Commission members. Brown reminded members the books were embargoed until the following Wednesday but hopes the information will assist Commission members if they are contacted by the media. She also presented the web statistics for the national KID COUNT data center, TCCY's website, and Facebook. Brown also presented the media report on coverage and contacts, which compares use to previous years. The number of contacts has gone down, likely because of media consolidation.

2. Resource Mapping Overview and Update – Melissa Staley

Staley reported on the purpose and initial efforts of the Resource Mapping project including the April 15, 2010 report to the legislature. The report included 25 participating agencies and 3,417 data records. She stated that she and others are working on improvements to the data collection process for better analysis and presentation of the data in the future. Some of the feedback received on the report indicated the number of children served, when compared to the total child population, seemed too large. Moving forward information will be included to explain how children receive multiple services. Children may receive multiple services, many even from one department, like education, and children who receive TennCare also receive TANF and food stamps.

3. Budget Overview and Update – Linda O'Neal

O'Neal reported on TCCY's 2010-2011 budget. The final reversion goal was \$140,000 and the agency reverted \$108,340. Much of department reversion funds are reclaimed through staff turnover; however, TCCY had no turnover in state-funded positions, so we had to reduce spending on travel and other expense categories in order to try to meet reversion. Durham asked about penalties for failing to meet the goal. O'Neal said there were no penalties, but this year the state is taking \$100,000 reversion target out on the front end, and \$100,000 was our original reversion target for 2010-2011.

O'Neal discussed Shared Services. TCCY's contract costs are as high as the agency can afford but the agency has been using more SSS staff time than we have contracted. TCCY staff handles as many issues as possible in house. Staley is a CPA and was involved with TCCY budget development this year, assisting her in having a better understanding of our budget for Resource Mapping. She will be involved in more budget work to reduce the SSS time required.

O'Neal explained possible anomalies in the budget caused by changes in the way the state categorized some expenses. The need to correctly charge grant costs to the correct grant year is an issue of continued diligence.

O'Neal responded to a question about costs of the May flooding stating that TCCY had no financial costs, just the inconvenience of being out of the office.

Compared to the current budget, next year's budget is down \$68,000. This year we are down about \$20,000 from the previous year. We are being extremely frugal with the money being taken out of the travel, equipment, and sponsorships for conferences.

O'Neal explained the expenditure categories for each of the Federal Grant categories and reported we are managing within the categories with the assistance of Shared Services.

Durham reported the agency Finance and Administration budget hearing would be Monday, November 9th and she plans to attend.

MOTION: IT WAS MOVED (STOKES) AND SECONDED (PERRY) TO ACCEPT THE NOVEMBER BUDGET REPORTS. UNANIMOUSLY CARRIED.

4. Coverage for Children in Health Insurance Exchanges – Pam Brown

Brown reported on Federal legislation which sets up state health insurance exchanges to provide uninsured individuals and small businesses with the ability to purchase affordable health insurance coverage. Brown and Petty attended a meeting held by the Department of Finance and Administration on health insurance exchanges. The state has the option to set up a format for health insurance companies. If it does not choose to set up a state specific plan the federal government will set up a plan for the state. Brown stated that additional materials are available on the TennCare website. A proposed position statement on the requirements of the Health Insurance Exchange was distributed to Commission members prior to the meeting. The bullet points, as she pointed out, were the same as in the health reform position approved last year.

MOTION: IT WAS MOVED (STOKES) AND SECONDED (HUGHES) TO APPROVE THE POSITION STATEMENT. UNANIMOUSLY CARRIED.

Leon Caldwell later asked that the motion be amended to add mental health as part of the essential benefit package to be included in the Insurance Exchange Position Statement.

MOTION: IT WAS MOVED (CALDWELL) AND SECONDED (POE) TO APPROVE THE POSITION STATEMENT WITH AMENDMENT ADDING MENTAL HEALTH AS PART OF ESSENTIAL BENEFITS. UNANIMOUSLY CARRIED.

Break – 2:25 p.m.

Chair Durham called the meeting back to order at 3:00 p.m.

VI. Children's Services Committee – Tim Goldsmith, Chair

1. CPORT Overview, Update and Video – Pat Wade

Following a video presentation depicting a day in the life of CPORT, Wade provided an overview and history of CPORT and the Quality Service Review process (QSR). Wade also discussed the collaboration with the Department of Children's Services and the Tennessee Center for Child Welfare. The target population for review is children in active state custody. The children are randomly selected stratified by age, race, gender, adjudication, and case manager. The number of children reviewed (22-26) also includes a small number of non-custodial cases. The sample provides regional validity at the eighty-five percent level of confidence and a statewide validity at the ninety-nine percent level of confidence.

Wade also discussed the various other reviews conducted so far this year, including TCCYs participation in the Prison Rape Elimination Act (PREA) Student Safety Interview process and the continuing QSR review of students residing in the Youth Development Centers (YDC).

Since the last Commission meeting, statewide reviews were completed in Davidson, Northwest and Southwest regions. For these first three regions, the QSR results indicated improved practices in child welfare and juvenile justice.

Wade referred to the handouts of the Regional Summaries and illustrative cases for Northeast, Southeast and Upper Cumberland, ending the statewide fiscal review year 2009-2010.

Wade also referred to the Youth Development QSR handouts depicting the findings from the reviews at Woodland Hills, New Vision and Mountain View. Chester provided an overview of the YDC QSR results stating the facilities are embracing and improving best practices, but there are some problems involving personnel instability at some facilities, programmatic shifts within the YDCs (such as sex offender services shuffled to different facilities), budget reductions and programmatic shifts in programs for students. Staff shortages are another problem affecting practice outcomes.

Commission member Herndon talked about her experience shadowing April Swoner in the Northwest Region and enjoyed meeting and talking to the various people involved in the QSR Process. Wade invited everyone to participate in the next upcoming QSR Reviews in East and Knox Region or in future reviews in the regions where they live.

2. Ombudsman Overview and Update – Dominick Grimaldi and Gerald Papica

Papica provided an overview of the Ombudsman program. He and Grimaldi recently attended the United States Ombudsman Association's 31st annual conference on October 4-8, 2010 in Dayton, Ohio. This is Papica's sixth time as a faculty member of the two-day training conference.

Grimaldi highlighted the Remedy Ombudsman database system and the TCCY Ombudsman Program workflow and referral system. He referred to the handouts regarding referrals, case openings and closures. The graphs cover July 1 through September 30, 2010 noting a fifty percent increase of referrals over the last quarter. The increase in referrals is possibly due to the beginning of the school year, holidays and end of the school year because families in state custody want their children home. There is also an increase in referrals by race, Caucasian from 50 percent to 80 percent of the referrals. Davidson County had the highest referral rate. More time was spent on “open/active” cases this quarter. There also was a spike in CPS referrals. Papica was asked about the number of referrals regarding Hispanic ethnicity, to which he replied a small percentage. There may be a need to publish a Spanish version of the brochure in the future.

3. Council on Children’s Mental Health Overview and Update – Dustin Keller

Keller provided an overview of the Council on Children’s Mental Health. Since the last commission meeting, the Council met on October 21, 2010. An average of 59 people from across the state attend the Council meetings and there are over 200 people on the mailing list. Keller invited everyone to attend the meetings. The Council is charged with developing a plan for a statewide system of care for children where children’s mental health care is child-centered, family-driven, and culturally and linguistically competent. Keller thanked Commission member Hobbs-Coker for being Cindy’s designee on the council participating when she can, as well as, Dr. Leon Caldwell, who is the system of care evaluator.

4. Second Look Commission Overview and Update – Craig Hargrow

Hargrow provided an overview of the legislation creating the Second Look Commission (SLC) with administrative responsibility to TCCY. The Commission was created to review an appropriate sampling of cases involving a second or subsequent incident of severe child abuse in order to provide recommendations and findings to the General Assembly. The statute requires the Department of Children’s Services to prepare a list of children who have experienced two or more incidences of serious abuse for the SLC to review. After review, the SLC will provide recommendations regarding whether severe child abuse cases are being handled in a manner that provides adequate protection for children. The first meeting was held October 26, 2010.

VII. Nominating Committee Report and Election of Officers – Mary Anne Poe, Chair

Committee (Trudy Hughes, Mary Anne Poe and Joy Strickland) met via electronic means and make the following nominations:

- Marti Herndon, Vice Chair
- Joy Strickland, Secretary

Durham called for nominations from the floor. No nominations were received.

Youth Commission members met to discuss who should be their Youth Representative. They would like Sidney Bynum to serve as the Youth Representative of the Commission.

RECOMMENDATION: COMMITTEE RECOMMENDED THAT THE COMMISSION APPROVE MARTI HERNDON AS VICE CHAIR; JOY STRICKLAND AS SECRETARY; AND SIDNEY BYNUM AS YOUTH REPRESENTATIVE OF THE COMMISSION. UNANIMOUSLY CARRIED.

Meeting adjourned at 4:10 p.m.



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COMMISSION
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Friday, November 5, 2010
8:30 a.m.

MINUTES

Commission Members Present

Cindy Durham, Chair
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Chair Durham called the meeting to order at 8:32 a.m.

VIII. Welcome, Roll Call and Announcements

Mangrum did roll call. A quorum was established.

IX. Title VI Training – Debrah Stafford

Stafford introduced the non-discrimination training video, “Prohibition on the Basis of National Origin,” which addresses the provision of Limited English Proficiency (LEP). Members viewed the video. Agencies must provide meaningful access to programs and activities for LEP individuals.

Stafford stated Juvenile Justice staff is currently working on TCCY’s Title VI Compliance Policies and Procedures Manual. The Office of Civil Rights has requested the following areas of non-discrimination be included and addressed in the manual: race, color, national origin, sex, age, religion, disability, or ability to pay. A formal statement was prepared regarding Title VI compliance by TCCY:

“No person shall on the grounds of race, color, national origin, sex, age, religion, disability, or ability to pay, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity operated, funded, or overseen by the Tennessee Commission on Children and Youth (TCCY). It is the intent of TCCY to bind all agencies, organizations, or governmental units operating under its jurisdiction and control to fully comply with and abide by the spirit and intent of the Civil Rights Act of 1964.”

Stafford advised members would receive a copy of the completed Title VI Compliance Policies and Procedures Manual in February 2011.

X. Councils

1. Councils Overview, Update and Video – Richard Kennedy

A video reflecting a day in the life of the TCCY Regional Coordinators was shown and well received as being both humorous and informative by those present.

Kennedy gave an overview of the TCCY Regional Councils on Children and Youth:

- There is one full-time staff person in each of the nine (9) development districts of the state to organize a council on children and youth in those regions.
- The Purpose of the regional councils is to organize a network of children’s advocates, professionals, and any persons who have an interest in children’s issues for the purpose of sharing and exchanging information and for networking. This is accomplished in many of the following ways:
 - Lunch and learn opportunities, conferences, and other events that serve as a forum to share information are organized and hosted.
 - The Councils serve as the ongoing communication link between the Commission and the various parts of the state. The Councils are structured to flex fairly quickly to meet needs but also to share information very quickly. Each council has a great amount of autonomy in that they each have their own individual leadership. We provide the staff person, but the councils have their own presidents, vice-presidents, and other officers and standing committee chairs as needed. They are able to organize events to meet the needs of their individual regions. Various types of issues

may be specific to the various regions. The coordinators serve on many task forces, boards, and advisory committees. They have a responsibility to be informed and keep others informed about pertinent issues.

- Children's Advocacy Days (CAD) is one of the bigger events we host. It is an agency-wide, two-day event held every March. CAD 2011 will be Tuesday, March 15 and Wednesday, March 16, 2011. A broad range of participants come from across the state. CAD has many goals including:
 - ✓ Provide council members and others an opportunity to visit with their legislators during session. This gives them the availability to share their thoughts regarding bills. The event also serves as an opportunity for people to network with counterparts and others from across the state.
 - ✓ Create a forum to highlight significant speakers oftentimes with a national perspective.
 - ✓ Host a networking reception at the end of the first day which provides attendees and legislators a chance to talk.
 - ✓ Present Awards such as the Jim Pryor Child Advocacy Award. This award is named in honor of a former commission member. Two current commission members are former recipients of this award: Trudy Hughes and Phil Acord. We accept nominations from anyone. Most of the councils present a Child Advocate of the year Award. The winners of the regional awards are often submitted as a nominee for this award. The Youth Excellence Award is also presented. This nominee should be under the age of 28 and have past involvement with the juvenile court system. The recipient of this award will be a young person who has turned his/her life around and is making significant contributions to the community. Making Kid's Count Awards are presented to both large and small markets. Within this category, nominees are only accepted from Commission members or Staff.

Kennedy referred to a map which includes regions and field staff contact information.

2. Update on Policy 22 Monitoring Plan and Grants Monitoring – Rodger Jowers

Jowers reported Field Operations continues to be involved with the program monitoring requirements of the Department of Finance and Administration's Policy 22.

Jowers stated that the Policy 22 Monitoring Plan requires all state agencies who manage contracts to organizations and other vendors submit a plan for the completion of program monitoring on an annual basis. The TCCY plan was submitted on September 30, prior to the deadline, and approved on October 7. For the current fiscal year, TCCY has 188 contracts with a total financial obligation of around 2.9 million dollars which are subject to program review. The guidelines for program monitoring planning require review of at least one third of all of the contracts and the one third reviewed must represent at least two-thirds of the total contract obligation. For the current fiscal year TCCY is responsible for monitoring sixty-three contracts with a total liability of over 1.95 million dollars.

Several changes were made to the monitoring plan for the previous year. Per suggestions from monitoring staff, relatively minor changes were made in the monitoring guide to make forms/sections more specific to the particular contracts to which they apply.

A larger change is in regards to the risk ratings applied to individual grantees. All contracts must be assigned a risk level: high risk, medium risk or low risk. The definition of each is as follows:

High Risk:

- Any contract of \$100,000.00 or more awarded to a non-profit or faith-based organization.
- First year contract recipients regardless of the award amount.
- Any second year or subsequent contract that had significant findings during the previous year's monitoring cycle.

Medium Risk:

- Any contract of \$100,000.00 or more awarded to a unit of government.
- Any TCCY second year or subsequent contract that had multiple technical or minor findings during the previous year's monitoring cycle.

Low Risk:

- Any second year or subsequent contract with total liability of less than of \$100,000.00.

Exception:

- Due to additional federal requirements and for additional transparency, all ARRA grants are deemed to be high risk regardless of the total contract amount.

The next cycle of program monitoring will be completed by staff from Field Operations, CPORT and Juvenile Justice. Training for our program monitors will be conducted on December 16th and December 17th.

3. Creating Solutions Report and Update – Richard Kennedy

Kennedy reported on the Creating Solutions forum. Per invitation, O'Neal was asked to join an ad hoc group which consisted of other members representing a variety of organizations such as The League of Women Voters of Tennessee, AARP, National Association of Social Workers – Tennessee Chapter and numerous others. The purpose of this group was to organize an event which would bring attention to the current budget realities in Tennessee.

TCCY has helped organize and host two Creating Solutions forums:

The first forum was on September 15th at the Nashville Public Library. It was well attended by over 125 participants. Stan Chervin, Tennessee Advisory Commission on Intergovernmental Relations and Matt Murray, University of Tennessee Center for Business and Economic Research served as the two primary presenters. Following those presentations was a panel discussion with comments made by Linda O'Neal, speaking

specifically about the impact on children and families. The other panel members were: Al Mance, Tennessee Education Association; Sita Deihl, Director of State Policy for the National Alliance on Mental Illness; Carol Westlake, Disabilities Coalition; Stewart Clifton, as a representative of Tennessee Conservation Voters. Overall people were appreciative of information received. The video is available upon request.

The second forum *Creating Solutions: Next Steps* was held October 12 at Legislative Plaza. During this event, O'Neal made opening remarks and summarized the first forum. Abbey Levine, Alliance for Justice, presented information about what non-profit 501(c) organizations can do in regard to lobbying and why they should be involved in advocacy efforts. The program was well received with about 75 people attending. One decision made at the conclusion of the first forum was to replicate the forum in Knoxville. Lindsey Cody, Regional Coordinator for East Tennessee, is organizing this event on November 16 in Knoxville. All present were invited to participate.

4. December Children's Caucus – Richard Kennedy (ACTION)

Kennedy announced the Children's Caucus to be an action item after summarizing the need. In December 2002 after the gubernatorial election of Governor Phil Bredesen, a decision was made to host a children's caucus with a goal of convening a group of people/partners from across the state to have conversations which led to recommendations being submitted to the new Bredesen administration. We would like to do that again with the transition to the Haslam administration. We would like to tentatively host this on December 16th. Envisioning this happening, a broad range of people will be invited to participate.

MOTION: IT WAS MOVED (LAWLESS-GLASSMAN) AND SECONDED (PERRY) TO APPROVE THAT WE GO FORWARD WITH THE CHILDREN'S CAUCUS. UNANIMOUSLY CARRIED.

5. Review of Regional Coordinators' Activities

Information about individual council and coordinator activities were presented by Lindsey Cody, East Tennessee; Kathy Daniels, Southeast; Patty Ray, Upper Cumberland; April Swoner, Mid Cumberland; Elaine Williams, South Central; Dana Cobb, Northwest; Rodger Jowers, Southwest; Gwendolyn Wright, Memphis/Shelby. A detailed report and handouts from all coordinators were submitted to the Commission members.

Diane Wise, Northeast Regional Coordinator, was having a medical procedure and could not attend. Elaine Williams is having knee replacement surgery in two weeks. Everyone wishes her a pain free and speedy recovery.

Kathy Daniels has been with the agency for many years and this will be her last Commission meeting. She is retiring in early January. Appreciation for her helpfulness and service was expressed. She will be missed.

XI. Juvenile Justice and Minority Issues

1. Juvenile Justice Overview and Video – Debrah Stafford

Members viewed a short video prepared by Juvenile Justice staff.

Stafford gave an overview of the Juvenile Justice and Delinquency Prevention (JJDP) Act and its four core requirements:

- Deinstitutionalization of Status Offenders (DSO);
- Remove children from adult jails;
- Separate children from adult offenders; and,
- Address the disproportionate number of juvenile members of minority groups in contact with the juvenile justice system.

Stafford described the state grants distributed by the TCCY Juvenile Justice Division:

- Reimbursement Account – state and federal funds to provide assistance to counties for alternatives to placing children in adult jails, including detention and other alternatives to jail for children.
- State Supplement – funds to improve juvenile court services, requiring a youth services officer in each county.
- Court Appointed Special Advocates (CASA) – funds to provide recruitment, training, and supervision of court approved volunteers to advocate for the best interests of abused, neglected, or dependent children, and other children placed out of home by the court.

Stafford described the federal grants distributed by the TCCY Juvenile Justice Division:

- Federal Formula Grant Funds – primarily start up funds awarded for one to three years. Funds are reduced by 25 percent each year the program is funded. Programs must be evidence-based.
- Title V Grant Funds – delinquency prevention funds to local governmental agencies that must include a 50 percent cash or in-kind match.
- Juvenile Accountability Block Grant Funds – 75 percent is considered pass-through funds available to local units of government as specified by the federal funding source; 25 percent is allocated to other areas to promote accountability based sanctions and reduction of juvenile delinquency in the state.
- Enforcing Underage Drinking Laws Grant Funds – funds to provide 1) statewide task forces consisting of state and local law enforcement and prosecutorial agencies to target establishments suspected of a pattern of violations of state laws governing the sale and consumption of alcohol by minors; 2) public advertising programs to educate concerning statutory prohibitions and sanctions; or 3) programs to prevent and combat underage drinking.

2. Coordinating Council on Juvenile Justice and Delinquency Prevention (JJDP) Request for Comments – Debrah Stafford

Stafford thanked Juvenile Justice and Minority Issues (JJMI) members for their help in composing the letter to the Coordinating Council regarding the examination of federal policy and practice that affect children, youth, and families. Results of the public comments will be posted on their website when completed www.juvenilecouncil.gov.

3. Disproportionate Minority Confinement (DMC) Overview and Update – Ron King

King reported on DMC statewide Task Force activities. The meeting in September included two speakers, Ralph Thompson, Metro Nashville Public Schools, and Angela Cannon, Department of Education. Thompson presented on the overrepresentation of minorities with suspensions in Metro Nashville Public Schools. Cannon presented on progress in the area of education services for incarcerated youth.

King stated there was a DMC conference in Memphis in June. The conference was well attended. Some presenters were Bart Lubow, Clint Lacey, Tom Harig, and Bill Feyerherm. Presenters were impressed with the input and participation. Memphis may become an Annie E. Casey Foundation Juvenile Detention Alternatives Initiative (JDAI) site.

4. Update on Coalition on Juvenile Justice (CJJ) and Enforcing Underage Drinking Laws Conferences – Debrah Stafford and Vicki Taylor

Taylor reported on the EUDL Conference held in Anaheim, California in August. She attended several workshops including binge drinking and marketing directed toward youth. Three TCCY grantees also attend the conference. Commission Member Lawless-Glassman attended and reported gathering a lot of information on collaboration and peer-to-peer influence.

Stafford reported on attending the CJJ DMC Conference in New Jersey. At the conference John Hall, DMC Statewide Task Force Chair, presented information on the SHAPE program in Memphis. Stafford stated several attendees requested Hall come to their state to present on the program. Durham added this conference was the largest CJJ conference ever held. Youth Member Tawny Spinelli also attended the conference and facilitated one of the workshops.

5. Update on Deinstitutionalization of Status Offender (DSO) Violations – Philip McKenzie

McKenzie reported there were only 41 DSO violations from 7/1/09 through 6/30/10 and asked TCCY Field Staff and JJ Staff to stand for recognition of a job well done in monitoring. He thanked them for representing TCCY well and for their hard work helping reduce the DSO violations.

6. Discussion of 2011 Three-Year Plan Update to OJJDP – Debrah Stafford

Stafford reviewed the Proposed Federal Formula Grant Funding Budget for 2011-2012 with members. She asked for input or questions from members.

MOTION: IT WAS MOVED (STOKES) AND SECONDED (LAWLESS-GLASSMAN) TO APPROVE THE 2011-2012 FEDERAL FORMULA GRANT FUNDING BUDGET AS WRITTEN. UNANIMOUSLY CARRIED.

Break – 9:45 a.m.

Chair Durham called the meeting back to order at 10:15 a.m.

XII. Grant Review Training

Hughes gave an overview of the Grant Review Committee (GRC). Each Commission member will serve at least one year on the GRC. There are currently 10 Commission members serving on the GRC and Bynum and Spinelli have requested to participate.

Hughes described the process involved in reviewing federal grant applications. Applications are received by TCCY and sent to GRC members with review guides to score the applications. The GRC meets before the full commission to review their findings and determine funding. Hughes advised a PowerPoint is being prepared by TCCY Juvenile Justice staff explaining the review process in detail, and all Commission members will receive a copy. Hughes added members could learn more about specific program funding and how or why particular programs are approved or disapproved if members would agree to serve on the GRC.

Hughes thanked TCCY Juvenile Justice staff for their insight and assistance in the grant review process. She also thanked GRC members for their time and thoughtful consideration of federal applications in the grant review process.

XIII. Director's Report – Linda O'Neal

O'Neal thanked staff (Kennedy, King, Hargrow and Banerjee) who helped unload and carry items to hospitality suite and (Chair Durham, Keller, Papica, Kennedy, Grimaldi, Carter and King) for helping with clean-up and loading for return home.

TCCY is glad to have Hargrow with us as Director of the Second Look Commission (SLC). SLC's first meeting was last week. He hit the ground running in getting materials prepared for the meeting. SLC is going to be an interesting process.

Thanks to Mangrum for again coordinating the Tennessee Employees Charitable Campaign (TECC) and all TCCY staff who do such a fabulous job of making pledges and turning in their forms. Last year TCCY was recognized for demonstrating exceptional performance and exceeding our 2009 goal and for the highest percentage of participation by a small size agency. All staff is due a great deal of credit for their support. As we advocate for services for children and families, we step up to the plate and do our part through the contributions. O'Neal expressed appreciation to all staff for everything they do for this campaign.

All TCCY staff does an excellent job and most eventually get recognized through the "Above and Beyond Award" process.

Regional Coordinators are TCCY's eyes and ears in the field. They do so many different things.

Videos were excellent! Everyone did such a good job. It was a challenging process. Some staff were not particularly enthusiastic but everyone did a really outstanding job showing "A Day in the Life" giving a sense of what each division does.

Juvenile Justice continues to take care of the grant process, monitoring compliance and all the many things they do. King, Commission Member Stokes, Stafford and others keep the DMC efforts moving.

CPORT staff is diligent and are good sports in their ongoing challenges dealing with the Department of Children's Services (DCS). They are making partnership work and the partnership is getting stronger. One of the things we are in the process of doing with DCS is putting in place a Memorandum of Understanding or Letter of Agreement laying out the CPORT process that will help with transition to the new administration. CPORT has been in existence since 1994 and there has never been any formal document. TCCY is collaboratively working with DCS to develop this as we transition to the new administration.

Papica and Grimaldi continue to do a great job with the Ombudsman Program.

KIDS COUNT report will be released next week. We hope to get good coverage but it is harder when there is not an essay. We will move forward with the next report. *The Advocate* continues to be a good source of information. Eff has been incredible helping with maps for all kinds of programs. Petty and Banerjee have continued to monitor committees that meet apart from session and are involved in lots of other activities.

Kennedy talked about the *Creating Solutions Event*. We are looking forward to the one in Knoxville next week.

Staley has moved the Resource Mapping along. Closing the books each year since the Edison Project has been a challenge for state departments. The state did not close the fiscal year ending in July 2009 until after the start of July 2010 and is still struggling with closing the fiscal year ending in July 2010. SSS is not sure how much interest we will receive on the JABG money. State departments have been stepping up and providing information. We are trying to get a better handle on why they do not apply or do not receive other federal funding. We feel we have a pretty good sense but it is important to collect it in a more documented way.

Keller reported on the Council on Children's Mental Health (CCMH). CCMH continues to move forward and is really doing some exciting work. It is incredible that more than two years into this initiative, we still continue to have an average of almost 60 people from across the state attend the CCMH meetings. It is exciting and our budget is not paying travel for any of the attendees. They are coming on their own travel or their agency travel because they are committed to continuing the process to move CCMH forward.

Fiscal issues were talked about in yesterday's budget report. It is very helpful for TCCY to have Staley more involved with some of our accounting.

After the May flood, the state began some more specific requirements around Business Resumption Planning. Stafford is coordinating this process. TCCY had discussed this in the past but a plan was never formalized. Discussions helped us get through the flood with no major problems. We are moving forward with developing a written Business Resumption Plan.

Delk continues to keep TCCY web site up-to-date and all TCCY publications posted. We are now on Facebook at www.facebook.com/tccyonfb. Delk, Kennedy and Banerjee have posting rights and do a good job of posting things. We have been pleased with the response. During the past two years, major conferences O'Neal attended have had workshops on social

media. There is no question organizations like TCCY have to be not only on the web but also on Facebook in order to get the messages out and move things forward.

TCCY staff continues to stay busy with a whole range of different organizations and every advocacy opportunity we have. Across all divisions, staff is engaged in living out our mission of improving the quality of life for Tennessee children and families.

XIV. Employee Service Awards

Before O’Neal presented Employee Service Awards, she showed Commission members an award TCCY received from the Tennessee Suicide Prevention Network (TSPN) in recognition of their exceptional commitment to TSPN in saving lives in Tennessee. The Commission has been very involved in TSPN. Staff serves on committees and CPORT staff have played a major role in some of the evaluation data collection efforts. Tennessee is recognized as a leader in many of the suicide prevention efforts and CPORT played an integral part in some of the evaluation of the federally funded suicide prevention programs. Wade attended the TSPN conference on September 15 and received award on behalf of agency. We are honored to receive this award. O’Neal expressed appreciation to staff for all the work they have done in helping this very important initiative move forward. Keller came to TCCY from TSPN so he has a history in this and has done a great job with it.

Certificates and Service Awards were given to TCCY staff who hit milestone number of years’ serving during the past year. The State recognizes 5, 10, 15, 20, 25, 30 and beyond years’ service. Recipients:

- Ten Years Steve Chester
 Sandra Decker
 Richard Kennedy

- 30 Years Gwendolyn Wright
 Linda O’Neal

Durham presented O’Neal’s 30 Year Award and Plaque.

This is Kathy Daniels’ last meeting. We will all really miss her and look forward to hearing about her travels, adventures, excitement, enjoyment of her grandchildren, etc.

Elaine Williams will be having knee replacement surgery. We hope she does well and look forward to having her back with us and continuing her work in South Central.

Durham added she met Daniels in Putnam County when they did some CASA work together, long before she became involved with TCCY saying she was excited when she came to work with TCCY and realized the connection.

XV. Chair’s Report – Cindy Durham

Durham said videos were great encouraging staff to find a place where they can use them again saying they were informative.

Staff Feedback Survey Results were distributed via email. O'Neal reviewed with staff. Overall, results were very positive. Questions related to flood and responses to the flood were added this year and those were overall very positive. There were two reports of where people thought there was fraud or illegal behavior. It is important for staff who marked this on their surveys to report that to an appropriate person (Commission Member, Comptroller's Office, etc.). O'Neal added question also included unethical saying she does not see the results but when dealing with this in the past one of the issues that showed up was someone leaving early regularly, which becomes illegal if you are stealing time. Definitely these should be reported. TCCY does not tolerate any fraud abuse, any illegal or unethical behavior. We need to know about it and address it.

O'Neal's Performance Evaluation will be completed before the end of the year. Commission Members and/or staff receiving questionnaire should complete and return to Durham as soon as possible.

Durham congratulated O'Neal on recently receiving:

- "Friends of Children" Award from the Tennessee Chapter of the American Academy of Pediatrics. Past recipients included Danny Thomas and Al Gore. This is GREAT!
- "Lifetime Invisible Child Award" from Tennessee Voices for Children (TVC).

Congratulations Linda!

Durham works for the Legal Aid Society (LAS). She briefed staff on the Continuing Legal Education (CLE) workshop LAS sponsored in October based on the movie "Me Facing Life Cyntoia's Story," a documentary telling the story of a young woman from Clarksville who was convicted of murder and sentenced to life without parole at the age of 16, and is currently living in the Tennessee Women's Prison. This is a very compelling documentary on juvenile justice issues. Documentary was shown and a panel discussion followed including, O'Neal and Cyntoia's attorney in the juvenile court proceedings. The CLE training was great. Film will show in Nashville on February 26 and be shown on PBS March 1. Durham encouraged Commission members to watch the video saying it depicts all the things the Commission talks about and tries to do to improve children's lives when it comes to juvenile justice issues. Movie was shown at Lipscomb and over 250 students attended. Durham thanked O'Neal for serving on the panel saying she provided great information and great comments and Stafford for helping compile data.

Chester, Keller and Taylor will be in the LEAD Tennessee class for 2011. Banerjee and Kennedy are currently in the class. Banerjee is also going to participate in the 2011 Emerging Leaders Class. Congratulations to all!

Durham encouraged Commission members to get to know their new legislators. There are at least 14 new House members and a couple of new Senate members. Please talk to them about children's issues and pave the way for TCCY staff going up the hill.

Next Commission meeting is February 24-25, 2011 in Nashville. Commission will take positions on legislation.

Children's Advocacy Days (CAD) is March 15-16, 2011.

Beverly Bell, CPORT reviewer, had knee replacement surgery Thursday and will be out-of-the-office for a while. Please keep her in your prayers for a good recovery.

Meeting adjourned at 11:35 a.m.

Minutes Submitted by:

Faye Mangrum, Executive Secretary 2

H DRIVE/SHARED FILES/COMMISSION/MINUTES

Minutes Approved by:

Cynthia A. Durham, Chair