



**State of Florida
Department of Children and Families**

Rick Scott
Governor

Mike Carroll
Secretary

ILSAC MEETING MINUTES

| Date: | January 31 st , 2017 | |
|----------------------------|--|--------------------------------------|
| Time: | 10:00-1:00pm Eastern | |
| Location: | Community Based Care of Central Florida, Hope Room 4001 Pelee St., Orlando, FL, 32817 | |
| Meeting Attendees | | |
| <u>Council Members</u> | <u>DCF Administrative Support</u> | <u>Other Representatives Present</u> |
| Refer to Membership Roster | Brandie McCabe | Daniel Williams- Heartland CBC |
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| Agenda Topics |
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| <p>I. <u>Welcome – Jeff DeMario, ILSAC Chair</u></p> <ul style="list-style-type: none"> a. Welcome, Roll Call, and Call to Order • Technical difficulties, new code sent out by Brandi McCabe for members calling in. b. Review of Agenda c. Recognition of outgoing members • Chair thanks the council members that are terming out. • Evelyn L. thanks the council for the work they have done. |

II. Council Organizational Structure – Jeff DeMario, ILSAC Chair

a. Chair and Vice Chair Positions

- Chair asks if current Chair position needs to vote again for Chair position.
- Penny would like current Chair to continue being Chair and nominates Steve Rios for Vice Chair.
- Chair wants to re-establish the need/position of Vice Chair due to Ms. Kennedy needing to step down in mid-2016
- Chair asks council members to consider nominating themselves for Vice Chair position.
- Alan suggests the use of a nominated committee for Vice Chair position instead of asking members to do an impromptu request since it is a big decision.
- Gloria suggests that we should move forward on having an informal/impromptu nominating committee for Vice Chair decision since the council only has limited meetings throughout the year.
- Sonya concurs with Gloria since the board has no formal structure.
- Sonya also nominates Gloria for Vice Chair.
- Chair will hold out 30 days for nominations and send emails

b. Membership

- Chair goes over statute regarding required membership. Brandi asks council to recommend potential members- CALL TO ACTION
- Chair will reach out to Secretary to let him know that we need an appointment for other members.
- Set guidelines for membership and expectations to be created so it can be given to potential appointees.
- Curtis offers his time to call around to get members from other agencies
- Christina makes a point that a nominating committee is not important since the Secretary of DCF makes the ultimate decision.

c. Relevant Florida Statute and Florida Administrative Code

- Chair wants to reiterate the charge for ILSAC so that we can get calibrated again.
- Gloria and Evelyn suggest that we need to focus more on delivery services
- Christina says that data drives this. We need to see patterns, not snapshots.
- Chair focuses on a report by the Department that we do not look at.... "The department shall develop outcome measures for the program and other performance measures in order to maintain oversight of the program. No later than January 31 of each year, the department shall prepare a report on the outcome measures and the department's oversight activities and submit the report..."
- Christina suggests that we look back at previous reports and recommendations and ask the Department to follow up on what's being done.
- Alan believes that the Department should not be able to pick and choose when and if the Department can provide supportive and administrative services.
- Alan asks for the Department to report the diminished support in writing.

III. 2016 ILSAC Report & DCF Response Highlights

a. Review of DCF Responses

- **Education:** ILSAC to follow up with DCF on what training materials have been created and time frame to roll them out
- **Housing:** ILSAC to follow up with DCF on data requests about the total numbers of youth are eligible and the numbers of those that access services.
- **Employment:** ILSAC to follow up with DCF on their efforts of establishing performance goals in relation to employment. ILSAC will follow up on the data sharing agreement with DOR and time frame.
- **Crossover Youth Reduction:** ILSAC will follow up with DCF on scheduling a meeting with Restorative Practices Specialist Janelle King to open dialogue. ILSAC to follow up on a copy of Restorative Practices Specialist job description.
- **Pregnant and Parenting:** ILSAC to follow up with DCF on the Office of Early Learning (OEL) collaboration on fast pass for child care services and schedule a meeting with OEL.

b. Results-Oriented Accountability System (ROA)-Ginger Griffeth, DCF Director of Performance and Quality Management

- Ginger presents Results-Oriented Accountability Program by the Department. Program aims to improve access to good quality data, build analytical capacity of staff to use data, and take action to improve outcomes. Ginger asks ILSAC to further define outcomes for the teen/young adult sections in the ROA document. Does ILSAC want to take this on?

c. Next Steps.....

IV. 2017 ILSAC Meeting Schedule and Closing

a. Review of 2016 ILSAC Survey

- Location: We should meet in Orlando
- Shorter timeframe: 10am to 1pm
- Meeting schedule: We should meet every other month.
 - January 31st
 - March 31st
 - May 31st
 - July 31st
 - September TBA
 - October TBA
 - November TBA

b. Call for public comments: each speaker provided 3 minutes

No Public Comments

Parking Lot Items

None

| Action items | Assigned To | Due By | Status |
|--------------------------------------|----------------|-----------|--------|
| II.a. Recruit Vice Chair in February | Jeff DeMario | 2/28/2017 | Open |
| II.b. Recruit AHCA Member | Brandie McCabe | 3/31/2017 | Open |

| Action items | Assigned To | Due By | Status |
|--|-----------------|-----------|--------|
| II.b. Develop Membership Guidelines | Council Members | 5/31/2017 | Open |
| II.c. Council needs IL Services Data from 2014 forward | Brandie McCabe | 3/31/2017 | Open |
| II.d. Clarification of DCFs level support for ILSAC | Jeff DeMario | 3/31/2017 | Open |