STAFFING AND OVERSIGHT REVIEW SUBCOMMITTEE

Marygrace Billek, Chair
Lisa Chapland, Co-Chair

"In compliance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of notice filed with the Secretary of State, the Trenton Times and the Newark Star Ledger and posted at the Department of State, 125 West State St., 1st Floor, Trenton, New Jersey."
*Please note the meeting was recorded for the transcription of minutes.

April 8, 2025
Meeting Minutes

Attendance:
Marygrace Billek, Public Member
Linda Porcaro, Somerset County Department of Human Services
Mary Coogan, Advocates for Children of New Jersey
Katherine Stoehr, Department of Children and Families
Laura Jamet, Department of Children and Families
Gina Hernandez, Prevent Child Abuse New Jersey
Traci Telemaque, Office of the Public Defender
Lynette Rente, Office of the Public Defender
Angie Waters, CASA New Jersey
Elizabeth Sherwood, Division of Law
Svetlana Spiegel, Montclair University
Amanda Melillo, New Jersey Legislature
Lisa Chapland, Relative Resource Parent

Guests:
Amanda O'Reilly, Department of Children and Families
Emily Douglas, Montclair University

Staff:
Bethany D'Amelio, Department of Children and Families

1. **Partnership with Montclair State University:**

   - An agreement between the Department of Children and Families (DCF) and Montclair State University has been executed for an 18-month period. This partnership focuses on leveraging Montclair's extensive expertise in child welfare across New Jersey and the

United States to enhance operational recommendations and drafting of the annual report.

2. **Data Management and Reporting:**

   - Montclair State University has taken initial steps towards the integration of data between Montclair University and the Camden Coalition. The necessary access to data is expected to facilitate a statutorily required report to the Governor's office and the Legislature.

   - The committee noted a delay in data examination which arose due to a transition in contractual responsibilities from the previous agreement with Camden Coalition to the new agreement with Montclair University. and the potential impact on future reporting timelines. A target review of readiness for the December report should be projected by June.

3. **Presentation by the Office of Analytics and System Improvement:**

   - Data detailing referrals to the hotline was outlined in this presentation. Members requested clarification on how the definition of a "caregiver" impacts this data.
   - The use of predictive response models in other states was discussed.

4. **Child Welfare and Case Practice Implementation:**

   - Discussions highlighted the interest of members to better understand the impact of solution-based case practices. Emphasis was placed on reviewing the existing impact that these changes have had on staff practice and identifying areas for further development.

   - The committee considered a future survey to gather detailed feedback on the case practice model implementation. The planning for this survey is ongoing, with an emphasis on utilizing existing data collection frameworks.

5. **Operational Adjustments:**

   - A decision was reached to adjust future meeting start times to 2:30 PM to better accommodate participants. This time change is intended to prevent conflicts with typical closing hours and to facilitate full participation.

Decisions Made:

- Approval of the previous meeting's minutes was confirmed with no amendments required.

- A motion to integrate learnings from the partnership with Montclair into our community engagement practices was ratified unanimously.

Next Steps:

- Initiate detailed collaboration discussions between Montclair State University and the Camden Coalition to streamline data integration.

- Plan necessary adjustments to projected timeline to prepare the report for the Governor's office and Legislature.

- Set up a working group to define the survey framework focusing on solution-based case practice improvements.

Conclusion:

These strategic decisions and conversations represent pivotal advancements toward improving service delivery and operational efficiency within our community. The committee remains committed to leveraging partnerships and data-driven decisions to enhance child welfare outcomes.

This memo aims to maintain transparency and provide the public with an overview of the task force's recent deliberations. The committee values community input and engagement as we collectively strive to enhance the welfare of children and families across New Jersey. This meeting report was prepared, in part, with the use of Artificial Intelligence (AI).

For further information or queries, the public can reach out via the contact channels provided by the Department of Children and Families.