



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.*

November 12, 2024

Meeting Minutes

Attendees:

- Marygrace Billek, Committee Chair
- Lisa Chapland, Committee Co-chair, Kinship Resource Parent
- Laura Jamet, Department of Children and Families
- Traci Telemaque, Office of the Law Guardian
- Amanda Melillo, New Jersey Legislature
- Linda Porcaro, Department of social services Somerset County
- Mary Coogan, Advocate for the Children of New Jersey
- Garnet Roberts-Baston, Dad’s Council

Guests:

- Colleen McCauley, Camden Coalition
- Stephen Singer, Camden Coalition

Staff:

- Bethany D’Amelio, Department of Children and Families

The Committee convened for its scheduled meeting to discuss progress and outline future objectives for ongoing and upcoming projects.

1. Introduction and Acknowledgments

- Committee chair initiated the meeting by expressing gratitude to all members and participants, highlighting the dedication of the committee co-chair and Camden Coalition for their substantial contributions over the past year.
- Special mention was given to the Volunteers and Youth Council members who actively participate in various engagements.

2. Report Presentation and Feedback

- A proposal was suggested to distribute an executive summary and the full report, which will be redesigned with enhanced accessibility features.
- Discussion emphasized the importance of crafting a standardized slide deck and potentially videotaping presentations to streamline information-sharing with the task force and stakeholders.

3. Engagement with Community and Stakeholders

- It was stressed that all committee members reaching out to their respective networks can significantly enhance community engagement and awareness of the report.

- Members were encouraged to prepare and conduct presentations with the provided materials to ensure consistent and accurate dissemination.
- 4. **Accessibility and Website Navigation**
 - Concerns were raised about the difficulties faced in navigating the website to access reports. A proposal was discussed to improve the site's user interface with potential collaboration with Communications team.
- 5. **Membership and Leadership Changes**
 - An update regarding changes to the task force subcommittees' leadership was shared, noting upcoming transitions in leadership roles.
 - The membership plan for 2024-2025 was reviewed, announcing open positions to be filled, focusing on adding diverse expertise to complement the existing team.
- 6. **Plans for Next Meetings and Projects**
 - The importance of starting the dissemination plan was reiterated with specific tasks assigned for timely execution ahead of the December and January meetings.
 - The committee will finalize its goals and prepare a strategic action plan to guide project implementations for the upcoming year.
- 7. **Open Forum and Questions**
 - The floor was opened for questions, with participants engaging in fruitful discussions regarding report specifics and future presentation schedules.
 - Community members are encouraged to submit any additional questions or suggestions to the Committee's official email for further evaluation and response.

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.