



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.*

March 19, 2024
SORS Meeting Minutes

Attendance:

- Marygrace Billek, Committee Chair
- Laura Chapland, Committee Co-chair
- Katherine Stoeher, Department of Children and Families
- Laura Jamet, NJ Department of Children and Families
- Eleanor Gilliam, NJ Department of Children and Families
- Mary Hallahan, Public Member
- Angie Water, CASA of New Jersey
- Traci Telemaque, Office of the Law Guardian
- Garnet Baston, Public Member

Guests:

- Lissette Lester, NJ Department of Children and Families
- Collen McCauley, Camden Coalition
- Stephen Singer, Camden Coalition
- Aaron Truchil, Camden Coalition

Staff:

- Bethany D'Amelio, Department of Children and Families

Agenda Items:

1. Opening Remarks

- Summary and introduction by the committee.
- Acknowledgment of participants and their roles.

2. Review of Investigative Practices CoQI Brief

- Detailed discussion of investigative practices and priorities, emphasizing the need for effective communication across the division.

- Overview of the quality review conducted on a sample of investigations from the previous analysis period.

3. Key Initiatives

- **Intake Workload Adjustment:** Efforts to reduce and standardize workloads for intake supervisors to ensure a maximum of six intakes per month.
- **Supervision Quality Improvement:** Development of a supervisor learning path aimed at enhancing supervisory training and support.

4. Investigative Brief Highlights

- Key insights from the 2022 investigative review and the status of the 2024 review.
- Steps towards reducing investigator workloads, allowing supervisors to provide better quality supervision, and enabling more thorough risk assessments.

5. Challenges and Solutions

- Addressed data issues related to fathers' involvement in investigations, aiming to improve timely notification and participation.
- Discussion of hotline inefficiencies and subsequent strategies to address communication issues.

6. Future Planning and Strategic Initiatives

- Discussion of upcoming meetings and strategic planning, emphasizing collaborative efforts to refine committee operations.
- Invitation for public input and suggestions for continual improvement.

Action Items:

- **Committee Follow-up:** The committee committed to ensuring that improvements are documented before releasing briefs for public knowledge.
- **Stakeholder Engagement:** Continuous engagement with stakeholders through planned strategic meetings and training sessions.
- **Data Visualization:** Enhancing data aggregation methods and employing visualization tools to improve understanding and decision-making processes.

Conclusion

The committee remains dedicated to addressing challenges, implementing strategic improvements, and fostering an inclusive environment conducive to effective public service. Further collaboration and transparency will guide our ongoing efforts to enhance service delivery and operational efficiency within the NJ Department of Children and Families.

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.

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