

**Child Abuse Council of Santa Clara County
Executive Committee Meeting**

EMQ

251 Llewellyn Campbell CA 95008

Kitchen Conference Room

Thursday, February 23, 2011 @ 8:00 am

MINUTES

1. Call to Order/ Roll Call: 8:08am
Members Present: Penny Blake, , Alicia Newton (left at 9:30 am), Preeti Mishra, Andrew Pane, Margaret Petros (left at 9:00 am), Kathleen Lynch, Ann Whyte, Dennis Wyatt
Members absent: Peggy Cathcart, Heather Vogel
Staffs: Alfredo Nevius (SSA)
2. Public Comments – None
3. Discuss / Approve Minutes of 12/1/2011 and 1/26/2012 Meetings
Present Member: add Preeti Mishra
M/S/A: Steward/Petros/All as amended.
4. Discuss / Approve Executive Committee Business
 - A. Discuss retreat
Panels were great. Adding educational component was good.
Committee members extended the discussion about professionalism in asking questions to the public speakers at CAC meeting.
 - i. task forces: deferred.
 1. Press Releases and Public Awareness task force (Safe Sleeping)
 2. Mandated Reporter training task force
 - ii. general follow up (positives and changes)
 - B. Discuss Exec Committee finalized work plan
Committee reviewed the finalized work plan and approved it.
GBACAPC: from May we need replacement.
Member Whyte suggested rephrasing as “Approval of workplan and budgetary proposals.”
 - C. Voting items for full March CAC meeting
Ad hoc committee
2012-13 Workplan
SENC request: shifting money
Allocation committee’s selection process.
5. Receive and Accept Verbal Report - Vice Chair of Administration
Press release for LPC. News station will be there. Reported about Child Death Review Team. They had a speaker but the information was put on hold before released. Safe sleeping campaign is still on. Dr. Jordan is offering the program in different hospitals for doctors and nurses. Ecstasy video is shown. First 5 has brochures for safe sleeping. Bi-lingual brochures are on CAC website as well. Ann Whyte (the reason against the co-sleeping should be provided for parents to understand).
6. Receive and Accept Verbal Report – Vice Chair of Programs
Member Newton reported that PHP and ICAN will present at 03/09/12 CAC meeting. Jane Smithson is invited for CAC meeting in May about Mandated Reporters Training.
7. Receive and Accept Verbal Report – Treasurer

- A. Discuss budget adjustments as per Budget Task Force recommendations
- Budget Task Force has not had a meeting yet. Budget looks good for this fiscal year but may need further alignment. Ongoing discussion will follow until June.
 - Member Petros indicated that Symposium Committee budget was already revised and reduced in large scale. \$2000 will be kept and committee shifted it to “site” budget.
 - Member Whyte asked about the SENC’s request for printing cost \$4,500 for two-year supplies of brochures to be distributed to schools. More information was needed with respect the effectiveness and available funding. SENC has \$1,000. Membership Committee decided to donate \$1,400. The requested amount now is \$2,100. Member Whyte will bring the current copy of the brochure next time for reference. Will agendize the vote for shifting funds from other committees at next meeting.
8. Consider actions related to fiscal and administrative information from the Social Services Agency. Alfredo Nevius reported about the fiscal report generated based on the invoices and expenditures executed as of December 2011. CAPIT funds will be spent for direct services. There are no signs of overspending the budget this year. Next year may be tighter for expenditures.
9. Possible actions include:
- A. Accept fiscal and administrative report
Steward/Whyte/All
10. Receive and Accept Committee Verbal Reports
- A. Leg & Policy
Member Cain reported that Focus Group on incarcerated parents will be on 02/28/12. Bart Sloan will be on the panel as well. Probations will be the first speakers. Committee is working on the approval for the food. Committee needs projector that projects bigger size for Power Point.
- B. Membership Committee: None
- C. Public Awareness Committee
Committee meeting will take place next week. Pick up for Blue Ribbon supplies will be between 03/1-03/08 at Victim Witness Assistance Center. Supplies can be distributed at the CAC meetings and Symposium for CAC members as well as Symposium attendees. Committee needs 3 volunteers for creating brochures. Any ideas for Blue Ribbon Campaign flyers would be appreciated. There will be Children’s Fair on 04/14 and Committee needs some volunteers from CAC.
- D. Student Educational Needs Committee
Collaboration training on 03/29. More details will be available at CAC meeting.
- E. Symposium Committee
Member Petros reported that the registration brochure is out and On-line registration has been started. She urged the members to spread the words to public. Dennis Wyatt co-sponsored for \$500, O’Connor sponsors \$500, MAM sponsors \$250. 49ers offered to give autographed footballs and few passes for 2012 practice seasons that may be used for raffle. Member Mishra indicated the requirement of registering at Attorney General’s office. Dennis Wyatt explained that Santa Clara County is excluded from benefitting from the Hedgefund Cares. Chair Pane suggested inviting someone from 49ers and using the passes as gifts for the speakers. Committee will accept the passes and invite the personnel from 49ers. Member Petros is working on getting sponsorship from Kaiser at south bay. Judge Reed Ambler was nominated for Angel Award. James Gibbons-Shapiro is working on getting the speaker for Victim Impact speech. Donors will get the County’s taxpayer’s ID and gets the tax

exemption. Member Petros informed the change of line item of the \$2000 to the site which will be used only if the committee ends up spending more for hotel.

- F. Allocations Committee: Member Blake reported that Grant Task Force has completed its work in making recommendation. Recommendations have been sent out to the vendors as of 5:00 pm yesterday. Process is moving smooth. Member Blake shared the “GRANT TASK FORCE RFP SELECTION PROCESS.” Member Blake asked to agendaize for next CAC meeting so that CAC will vote on the recommendations to the BOS and the process that was used. The selection was based on the CAC funding priorities. Member Whyte suggested providing the basis for removal. Committee is ready to forward the selection at March CAC meeting. Full CAC will review the process and will vote on the process. There should be a note at the bottom of the recommendation that CAC has approved the process of selection. Continue to monitor the agencies we presently have. There was an issue with Pathway with respect to their outcomes that were not resolved.
- G. Disproportionality Committee: No report.
- H. Interagency Coll. Committee: Member Blake reported that the Supervisor and Manager from Mental Health Department attended at the previous meeting and presented about the mental services for children at Receiving Center.

11. Announcements: None.

12. Adjournment: Meeting was adjourned at 9:33 am by Chair Pane.

Respectfully submitted on 02/23/12 by Kathleen Dong