

Child Abuse Prevention Council

Monthly Council Meeting Minutes

January 6, 2014

- I. Call to Order:** Noting a Quorum, the Chair, Denise Shields, called the meeting to order at 3:30 PM.

Attending were CAPC Members Shields, Barnes, Harpster, Crozier, Murtagh, Mounteer, Kassing, Taniguchi, Teeter, Pennycook, Dittrich, Berg, Grinstein and Keating.

Also present: David Maradei, CAPC Director
Alisha Mann, Enough Abuse Campaign Consultant
Margaret Pelikan, Enough Abuse Campaign Consultant
Phrani Diksa, member of the public

- II. Public Input:** Shields, asked if any members of the public present would like to address the council, hearing none, moved to Introductions.

III. Introductions:

With the permission of the Chair, the CAPC director then introduced the two most recently hired CAPC Contract Trainers: **Alisha Mann and Margaret Pelikan**. They each gave a brief overview of their background and were welcomed by the members into the service of CAPC.

- IV. Consent Agenda:** Shields announced the opening of the consent agenda and asked if any member desired to pull an item. Without objection, she received a motion from **Barnes/Grinstein to approve the Consent Agenda. It passed unanimously.**

1. Approval of Minutes for the October 7, 2013 CAPC Regular Monthly Meeting.
2. CAPC Budget for January 2014
3. CAPIT/CBCAP Director's Hours Authorization Report

PP Ending	October 18, 2013	64 hours
PP Ending	November 1, 2013	64 hours
PP Ending	November 15, 2013	68 hours
PP Ending	November 29, 2013	56 hours
PP Ending	December 13, 2013	70 hours

PP Ending

December 27, 2013 48 hours

4. Directors Activities:

October 7, 2013	CAPC Council Meeting
October 8, 2013	CAPC Quality Assurance Meeting
October 9, 2013	Child Death Review Team Meeting
October 16, 2013	Community Alliance for Safety and Peace (CASP)
October 21, 2013	Monterey Peninsula College-EA Meeting
October 23, 2013	Greater Bay Area CAPC Coalition, Marin
October 28, 2013	Juvenile Justice Commission
October 30, 2013	Civil Rights Mandated Training, DSS
October 31, 2013	OCAP CAPIT/CBCAP Meeting
November 5, 2013	Monterey County Election
November 6, 2013	CASP
November 7, 2013	CASP Board of Directors Quarterly
November 12, 2013	Legistar Training: Board of Supervisors
November 13, 2013	Educational Leadership Summit
November 14, 2013	CAPIT/CBCAP reports to OCAP
November 20, 2013	CASP
November 20, 2013	Pathways Communication Committee
November 20, 2013	Governance Council, Public Health
November 26, 2013	Juvenile Justice Commission Inspection Carmel-by-the-Sea Police Station
November 27, 2013	Enough Abuse Graphic Art Meeting
November 28, 29, 2013	Thanksgiving Break: Office Closed
December 4, 2013	CASP
December 4, 2913	Rancho Cielo: DSS Xmas Lunch
December 5, 2013	Enough Abuse Consultant Planning
December 9, 2013	GBA CAPC Coalition-Marin County
December 12, 2013	Monterey County Collaborative
December 24, 25, 2013	Xmas Break
December 30, 2013	OCAP Review of Annual Report
January 1, 2013	New Year Break

5. Mandated Reporter Training (MaRT) Activity (number of participants)

October 16, 2013	Parents-as-teachers (12)
October 21, 2013	YWCA, Salinas (20)
October 22, 2013	Monterey County New Employees (40)
October 24, 2013	Monterey Bay Charter, PG (60)
November 6, 2013	Enough Abuse Trainers (2)
November 7, 2013	Boronda Meadows School (30)

November 15, 2013	U.C. Santa Cruz (40)
December 3, 2013	Probation Department (15)
December 4, 2013	CSUMB: Oakes Hall: (32)
December 5, 2013	Fairfield Middle School: Gonzales (40)

Total: Ten (10) trainings Attendees: 291

6. Spanish Language Outreach Trainings: Efrain Ramirez

2013 October (26)	Attendees: 249 plus 250+ (Labor of Love)
2013 November (18)	Attendees: 286

34 Total Trainings Delivered	Total Attendees: 535 plus 250+ (Labor of Love)
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7. Spanish Language Outreach Trainings: Jorge Mata-Vargas

2013 October (17)	Attendees: 210
2013 November (15)	Attendees: 191

32 Total Trainings Delivered	Total Attendees: 401
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8. Spanish Language Outreach Trainings: Eduardo Eizner

2013 October (15)	Attendees: 225
2013 November (10)	Attendees: 171

25 Total Trainings Delivered	Total Attendees: 396
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9. Enough Abuse Contract Trainer: Alisha Mann

2013 September (4 hours mandated EA training Marin County)
2013 October (no billing)
2013 November (2 hours MaRT training: Salinas)

10. Enough Abuse Contract Trainer: Margaret Pelikan

2013 November (2 hours MaRT training: Salinas)

11. Acknowledgment of the receipt of (\$50) CAPC donation from Cathy Camp.

12. Authorize the Director to expend funds to purchase video projectors for our Enough Abuse contract trainers: Margaret Pelikan and Alisha Mann.

Cost not to exceed \$2000. CAPC requests that the CAPIT fund reserve be utilized for this expenditure. Note: this expenditure has been previously approved by both CAPC and OCAP as a part of our annually CAPIT budget.

of 13. Authorize the Director to purchase glossy card stock for the printing ancillary materials for mandated reporter training. Minimal cost to be paid out of KIDSPLATE materials account.

V. Executive Committee Updates Provided as Information to the CAPC:

In an effort to preserve transparency, the CAPC Director always includes decisions made by the Executive Committee as information items for all CAPC members to review. Members suggested that the Director continue to provide the CAPC with reports on the agenda for any Executive Committee actions. By consensus of the members, the Director was requested to send out emails of any Executive Committee actions upon approval/denial. The Director agreed to this request commenting that it would not be a burden to comply with this request.

Request Number One: sent on October 16, 2013

Item One:

At our last meeting Member Pennycook notified the CAPC that she was putting together a Monterey County Educational Leadership Summit to be held at Spanish Bay on Wednesday, November 13, 2013. The leaders of the various school districts serving Monterey County will participate in a one day seminar/workshop with a focus on building a strong governance council to plan the future of education in Monterey County. As you can see from the attached draft agenda, this will be a thorough capacity building exercise that involves almost all the elected leaders of our school districts and MCOE. Judy Pennycook, a CAPC member donated \$2500 to make this event happen. The CAPC, by consensus, expressed a desire to match that donation. With the \$5000, CAPC will be allowed to have a table at this all day event to handout our child abuse prevention materials including the First Impressions DVD. This is also a terrific opportunity for CAPC to advertise our free Mandated Reporter Training service to elected school officials.

"As a member of the Executive Committee I authorize an expenditure not to exceed \$2500 to co-sponsor the Monterey County Educational Leadership Summit to be held at Spanish Bay on Wednesday, November 13, 2013. Funds for this expenditure will be drawn from the KIDSPLATE account. The current balance in the KIDSPLATE reserve is \$55,041.02."

This item passed unanimously.

Request Number Two: sent on November 18, 2013

Item One:

I received an additional request from a CAPC member who has expressed interest in attending the San Diego Child Maltreatment Conference: Past President, Tom Berg. With your approval, I will add his name to the list of attendees to the conference. In order to make it easier for DSS Finance, I am combining this request with my original request for approval of the expenditures for the conference. As a reminder of the issue:

At our last meeting the CAPC offered members and field contractors an opportunity to attend the San Diego Child Maltreatment Conference. This conference provides numerous workshops on child abuse and neglect issues and it has become a source for new programs and new ideas for our work in Monterey County. This conference also provides a capacity building opportunity that will update and improve our work at keeping children safe. Robert Taniguchi, a long standing CAPC member and past President, has asked for the opportunity to attend this year. Also, Mr. Efrain Ramirez, who has been a CAPC contract trainer since 2004, has asked to attend. The total cost for the registration, travel and lodging for these three CAPC representatives will amount to approximately \$4500 for all attendees.

We are recommending that the funding for this training will come from the KIDSPLATE reserve which is approximately \$52,541.02. As a side note, we are expecting this year's KIDSPLATE allocation of approximately \$8000 to be deposited into our KIDSPLATE reserve by the end of this calendar year.

"As a member of the Executive Committee I authorize an expenditure not to exceed \$5000 to cover the registration, lodging and travel for Tom Berg, Efrain Ramirez and Robert Taniguchi to attend the Chadwick Child Maltreatment Conference in San Diego California during the week of January 27-31, 2014. Funds for this expenditure will be drawn from the KIDSPLATE account. The current balance in the KIDSPLATE reserve is \$52,541.02."

This item passed unanimously with Tom Berg abstaining.

Request Number Three: sent on December 2, 2013

Item One:

One of the CAPC contract trainers, Mr. Eduardo Eizner, requested an expansion of his contract to accommodate expanded training requests from local schools and agencies. He has requested an additional fifty classes to cover the remaining fiscal year ending on June 30, 2014. His original contract was for 50 classes. The amended contract will authorize the delivery of 100 classes over the course of this fiscal year ending June 30, 2014. The total contract dollars will be increased from \$10,000 to \$20,000. This request was anticipated by the CAPC Director and budgeted into the CAPIT reserve which has been approved by the Office of Child Abuse in Sacramento. Accordingly, we are recommending that the funding for this training will come from the CAPIT reserve.

"As a member of the Executive Committee I authorize the expansion of the contract for Mr. Eduardo Eizner, from \$10,000 to \$20,000 to provide 100 child abuse prevention and parent education classes throughout Monterey County for the fiscal year beginning July 1, 2013 to June 30, 2014. Funds for this expenditure will be drawn from the CAPIT Reserve."

This item passed unanimously

VI. The CAPC Breakfast 2014

The Director Announced that the annual CAPC Proclamations and Award Breakfast is scheduled for **Friday, April 4, 2014**. CAPC Member Dean Flippo has reserved this date on his calendar. Dean is currently serving as the President of the California District Attorney Association, and barring conflicts with his duties, he has agreed to serve as our Master of Ceremonies. The Director has reserved the CSUMB University Center for that day.

The CAPC Director distributed a copy of the projected budget for the 2014 CAPC Proclamation and Award Breakfast. Pre-event donations from the Big Sur Marathon (\$1800) will help us cover the costs of the breakfast budget. The Director notes that the Marathon dollar support is donated by community volunteers, many of whom have worked the Marathon for over ten years. This money is designated to cover the CAPC Breakfast Grand Prize of \$1000. No CAPC reserve money (General Funds, CAPIT Fund, CBCAP funds or KIDSPLATE funds) is used for this annual feature of the CAPC Breakfast.

Individual tickets will remain at \$20 and will be distributed to the CAPC by March 1, 2014 CAPC meeting. The price to reserve a table in an agency name will remain at \$200. Tables seat ten (10).

Most importantly, a call for award nominations will be sent out to all county and agency organizations by February 1, 2014. Nomination packets with descriptions of each award were distributed to CAPC members at the meeting. CAPC members who wish to nominate an individual are invited to contact the Director who will assist them in the preparation of the nomination forms.

Last year the Nomination Committee was composed of: Berg, Taniguchi and Shields. Volunteers to serve on this committee are invited to advise the Director if there is a desire to serve on the Selection Committee. A date for the review of the CAPC Award candidates will be scheduled by the Director prior to March 15, 2011.

Upon a motion by Barnes/Berg the CAPC authorized and approved the projected 2014 CAPC Breakfast as submitted. This item passed unanimously.

VII. Child Abuse Prevention, Intervention and Treatment (CAPIT) Final Budget 2013-2014:

The Director distributed the CAPIT/CBCAP Expenditure Worksheet approved by the office of Child Abuse in Sacramento (OCAP). A copy of the worksheet will be attached to the minutes as a matter of record.

It was moved by Harpster/Barnes that the CAPC accept the CAPIT/CBCAP Expenditure Worksheet as submitted. It passed unanimously.

VIII. CAPC Grant Application Procedure: the Director provided a history of the Grant Application process and asked the members for their advice on whether CAPC wishes to undertake a “grant giving” process as a part of our annual programs. CAPC members engaged in an extended discussion on the merits of proceeding with the CAPC Grant Program. If the program was activated, members wanted a fair and open process. The Director pointed out that the small amounts of the grant were offset by the rigorous requirements of the County Risk Management procedures in an RFP process. There was also the issue of consistency, since money available this year may not be available next year. In summary, it was recommended that before it should be decided to provide a CAPC grant program, it should be determined that there will money available to distribute. During the April meeting we will discuss the allocation of the next cycle of CAPIT funding 2014-2015, once that is determined the CAPC will have a better picture of our fiscal status for potential grant giving.

IX. Director's Reports:

Monterey County Education Leadership Summit- the Director reported on the CAPC participation in the Summit and thanked member Pennycook for the opportunity to have a table at the event. CAPC co-sponsored the summit with a \$2500 contribution to the workshop.

Enough Abuse Collaboration with MPC: Ten Conversations – the Director reported that he had negotiated with the Graphics Department at Monterey Peninsula College to convert the Enough Abuse Campaign Ten conversations into a booklet for reproduction. He expects the final product to be submitted to the Great Bay Area CAPC Coalition, the Center for Innovation and Research, Inc. and the Massachusetts Enough Abuse leadership for copyright approval before reproducing the booklet.

X. Community Outreach: Enough Abuse Survey: CAPC Director

The Director recapitulated the issue for CAPC. The Greater Bay Area CAPC Coalition is comprised of the ten counties surrounding San Francisco. When the opportunity to implement the Enough Abuse Campaign was offered by the Center of Innovation and Research (CIR, Cotati, CA) we agreed that it was a great opportunity to act regionally and increase our impact by the full ten county participation in the prevention campaign. In our planning discussions the GBA CAPC committed an expenditure of \$20,000 to evaluate the impact of the Enough Abuse Campaign. To accomplish that goal it was determined to seek a regional survey that could give us a benchmark to evaluate the impact of the Enough Abuse Campaign. The CAPC Director presented and distributed the results of the initial survey, both locally and for the area served by the Greater Bay Area CAPC Coalition. After a brief review of the material Member Harpster offered to take the entire document and attempt to put it in a readily accessible information format for the CAPC.

XI. Adjournment: The Chair noted that the agenda had been completed and then asked for a motion to adjourn. **Barnes/Pennycook moved adjournment without objection.**

Minutes Prepared by D. R. Maradei
Director, CAPC
January 23, 2014