

GOVERNOR'S TASK FORCE ON JUSTICE FOR ABUSED CHILDREN

September 9, 2020 – 1:30 PM.
Zoom Meeting

Attendance: See Excel SignIn for September 2020 listed on website.

Agenda Item	Discussion (<i>brief summary</i>)	Action (<i>and by whom</i>)
Meeting called to order	Kevin did a welcome.	The meeting was called to order at 1:35 pm
Approval of Minutes:	The July 2020 minutes were reviewed. There was a motion to approve the minutes.	There was a motion to approve the July 2020 minutes. The motion passed. Nesbitt/ Doherty M/S/P
Presentations:	<p>Freedom of Information - FOI: Tom Henick came to do a presentation around expectations as a Public Agency. The task force is identified as a public agency. Meetings must be publicly noted, minutes need to be posted as well as any communication to discuss or act upon a matter that we have control of can fall under FOI. The task force will need to act in public however we are not required to answer all the questions that are posed to the task force and people with inquiries can be directed to documents that are posted and available.</p> <p>Meeting, Special, and Emergency Meeting.</p> <p>Our bi-monthly meetings are considered a regular meeting. Once the agenda is set, there is a need for a 2/3 vote to raise an issue at a meeting that is not on the printed agenda.</p> <p>Special meetings occur if you do not meet at your regular time and place. Changing meeting times require a 2/3 vote of those present. Notice special meetings need to be public, the chairs should make a specific agenda, and for all meetings and not deviate from that agenda. If there is one topic that is being raised, then that is all that can and should be conducted at that time. Emergency meetings should not be used often.</p> <p>There is an opportunity to meet without the public. This is when you can go into Executive Session and a 2/3 vote is required to go into this session. The five items that can be discussed in the executive session include Personnel Matter, Pending Claims or Litigation, Security Matter, Sale or Lease of Property, and Conversation about documents that are exempt from disclosure. In an executive session, you must stick to the topics being addressed but action should not be taken in this session. Come out of the executive session to take action on what was discussed or decided. Create access to the executive session (ie separate room in person and a Breakout room in a web-based platform) as there needs to be the ability to reconvene with the public.</p>	

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	<p>Meetings do not include social gatherings, chance meetings. As long as members do not discuss task force business.</p> <p>Emails can constitute a meeting if there are several members on the email. The task force should not email deep deliberative correspondences and should avoid discussions through email as this can be FOI.</p> <p>A meeting with the chairs and coordinators regarding Agenda items should be okay and fall outside of the FOI requirements. As long as it is not more than a quorum(10 members) on the email chain.</p> <p>Public Comment is not a requirement under the FOI. The task force can decide if the public can speak or not.</p> <p>Minutes- All the minutes have to include is who votes for what and for whom. They need to be available in 7 days. The coordinator can send them to the chairs for review, and then they should be posted even if they say draft on them.</p> <p>Anytime the task force creates something, it becomes public record. Retention Laws – The task force can review retention laws for documents.</p> <p>Agenda for meetings must be posted at least 24 hours in advance of the meeting and sent to the Secretary of the State.</p> <p>How many people constitute a meeting? Up to a quorum constitutes a meeting.</p> <p>Do sub-committees fall under this? Yes. Any entity that is created by this task force will be applicable.</p> <p>Posting of Minutes? Within 7 days and can be noted as a draft.</p> <p>There is an exemption in FOI for draft documents. So that conversation can occur behind closed doors.</p> <p>Parent Presentation: Our parent representative, Nancy Nesbitt shared her family story. Her story discussed three states (Mass, New Hampshire, and Connecticut) and their responses to child sexual abuse. The story resonated with members of the task force highlighted the need to support victims, non-offending caregivers, and to be cognizant of the trauma that is a continuum for many victims and families.</p>	
Budget	<p>Current Fiscal Year: Barry Adams from the Village presented the budget that is managed by the Village. This information will be provided to the task force at meetings.</p>	
Three Year Assessment	<p>Three Year Assessment- The Task Force will need to develop a statewide needs assessment to conduct and write the Three Year Assessment which is due in May 2021. The Task Force voted in March 2020 to find a consultant to assist with the development of these assessment tools and/or conduct the assessment. The Task Force needs to develop a scope of the work to solicit a facilitator to complete the work.</p> <ul style="list-style-type: none"> - Alison has been reviewing previous Connecticut Three- Year Assessments. - formed a working group to work on the assessment; additional members are welcome - will be seeking input from GTF members, including those who have been less engaged, and key informants outside of GTF on their perspective on gaps or blockages within the system that interfere with the work of protecting children and holding adults accountable 	

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	<p>- will be developing a framework for the evaluation that includes outcome measures and recommendations to help guide our work in the three areas of:</p> <ul style="list-style-type: none"> • Improving handling of child abuse & neglect cases • Testing innovative approaches to improve civil/criminal court proceedings or effectiveness of judicial/admin action • Policy reform to protect children <p>- will be developing tools to show progress clearly and succinctly, such as a report card(Shared Hope was referenced)</p>	
CCA Membership Update	<p>Four CACs are going through re-accreditation next week. Grant –CCA received a grant to develop a statewide interface for Data. They will be developing a data dictionary to ensure everyone is entering the data the same way and a training will be provided before the end of this year.</p> <p>Careline- Currently the 737s related to human trafficking are sent to the appropriate MDT. It is the hope that all 737s are sent to the MDTs in the future. This will be a secure email and hope that it will move to an automated email to the teams. Standard Referral Form through Connecticut Kind - This will make sure that all information received is uniform. This is in draft form.</p>	
Training Committee Report	<p>Looking at the committee bylaws and the FOI information will be used to finalize various areas. Public Defenders, the three Sue’s are working on a date for that training and I have seen some emails going back and forth regarding doing it in September or October. They are looking to finalize a date. Sue Kristoff and Sue Laiuppa will be the trainers.</p> <p>Minimal Facts – We have 4 upcoming virtual trainings. First Responders as part of the Response to Recovery. Clifford Beers in October Youth Continuum in October Hartford Public Schools in December</p> <p>We will be revisiting the monthly marketing calendar that was developed in January 2020 we only hit the first three on this list before the shutdown. All the groups will be resent emails with the virtual option and GTFJAC will be included as well.</p> <ul style="list-style-type: none"> DCF Intake Supervisors – MDT Coordinators to their community contacts Response to Recovery Listserv – Police Departments through the State’s Attorneys – <p>School Association Contacts</p> <p>Abusive Head Trauma – This in-person training is on hold currently and will be offered next year. There is a Shaken Baby conference in September and we are encouraging investigators to enroll in this. The fee is \$175 for the training. Looking to see if there are funds to attend out of state virtual trainings this year.</p> <p><u>Finding Words</u> –There is a committee meeting on September 14, 2020. There is a desire to complete a virtual training this fall.</p>	

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MDT Evaluation	MOUs – These are in the final stages of updating. Evaluations- Looking to see if there is a way to evaluate teams for the work they are currently doing as the pandemic has created new procedures. Outcome Measurement Surveys - OMS – There are specific questions around functioning during this pandemic. NCA will finalize and this will be sent out in the next few weeks.	
HART	There has been an uptick in requests from schools for training. Hartford Public Schools trained their entire faculty on child trafficking through a week-long schedule of trainings. There is a new Labor Trafficking curriculum. This and other HART training can be conducted through web-based platforms. Christine Keyes passed away in August 2020. She was active in foster care and trafficking.	
Other Business:	The next meeting falls on a state holiday. There was a motion to move the November meeting to November 4, 2020, from 1:30 PM to 4 PM.	There was a motion to move the November meeting to November 4, 2020. The motion passed. Lawlor/Schaeffer M/S/P
New Business:	Future Presentation Topics: <ul style="list-style-type: none"> • Speech therapist working with children with disabilities. (This is on hold as Kate Hanley has left her position) • CCADV will do a presentation at the November meeting and will include information on Safe Connect • CT Alliance to End Sexual Violence – Future presentation?!?!) • A person who works with children with Disabilities – There is a need to ensure that this position is filled on the task force. 	
Announcements:		
	Meeting adjourned at 3:20 pm . There was a motion to adjourn. The motion passed. Rich/Brown M/S/P	

Respectfully Submitted

Kristen M. Clark
 GTFJAC Coordinator