



New Jersey Task Force on Child Abuse and Neglect

## **STAFFING AND OVERSIGHT REVIEW SUBCOMMITTEE**

Marygrace Billek, Chairperson  
Lisa Chapland, Vice Chairperson

**February 7, 2023**  
**10:00 A.M. – 12:30 P.M.**

### **In Attendance:**

Marygrace Billek  
Lisa Chapland  
Mary Coogan  
Amy Fischer  
Mary Hallahan  
Laura Jamet  
Corinne LeBaron  
Linda Porcaro  
Katie Stoehr  
Angie Waters

Mercer County DHS  
Kinship Resource Parent  
Advocates for Children of New Jersey  
Superior Court of New Jersey – Monmouth Vicinage  
Foster and Adoptive Kinship Parent  
NJ Department of Children and Families  
embrella  
Office of Youth Services – Somerset County  
NJ Department of Children and Families  
CASA of New Jersey

### **Guests:**

Angela Phillips  
Kareem Lovelace-Krump  
Neha Gogate  
Traci Telemaque  
Alexis Pollock

NJ Department of Children and Families  
NJ Department of Children and Families  
Office of the Law Guardian  
Office of the Law Guardian  
Office of the Law Guardian

### **Staff**

Daniel Yale

NJ Department of Children and Families

*"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 is being recorded for the transcription of minutes. Please be sure to state your name prior to making comments, motions and seconding votes.*

### **Welcome and Introductions**

A brief welcome was provided by Marygrace Billek and the meeting was called to order. Each member and guest provided a brief introduction.



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### **Review January 10, 2023 Minutes**

A motion to approve the January 10, 2023 minutes was made by Corinne LeBaron. Angie Waters seconded the motion. The minutes were approved without edit.

### **DCF Data Discussion**

*Katie L. Stoehr, DCF First Deputy Commissioner*

*Angela Phillips, Manager, DCF Special Projects*

Prior to beginning the presentation, Katie informed members that she would share the presentation material with the group and there were links contained in the slides that the members could use for reference. Katie explained that the presentation would be an overview of basic information, types of data, definitions, and sources of data.

- Qualitative – descriptive – can tell you about process outcome or quality
- Quantitative – numbers – can also tell you about process outcome or quality
- What is the data measuring? – processes, outcomes, and/or quality
- Qualitative and quantitative should both be used to flesh out a complete picture

Major sources of quantitative data:

- NJSpirit – Source of demographics or process data for child/family data
- CYBER – Source system for CSOC
  - Child Welfare Data Portal – data from NJSpirit and CYBER (data refreshed on a quarterly basis)
  - Commissioner’s Dashboard – data comes from NJSpirit
  - Outcomes (NJSpirit)(length of stay in foster care, length of time for adoption, rate of repeat maltreatment)
  - AFCARS report – compares adoption and foster care information from each state
  - National Youth in Transition Database Report
  - HHS Department – provides child welfare outcomes report to Congress
  - Child and Family Service Review (CFSR) Outcomes online
  - Most DCF outcomes are tracked through the Rutgers Child Welfare Data Portal

Major sources of qualitative data:

- CFSRs conducted by the Federal government in rounds (currently round 4)
  - Every 5 years
  - Quantitative and qualitative reviews
  - 3 work products that are available to the public on a federal website



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- Statewide assessment
- Record review – CFSR report compares states to federal benchmarks
- Where needed, states create a Performance Improvement Plan (PIP)
- 5-year Child and Family Services Plan (CFSP) (strategic plan)
  - Report annually on progress toward achieving goals laid out in plan
- Collaborative Quality Improvement (CQI) process has launched to replace previous CQI practices
  - DCF will be creating output from that process from what is learned through record reviews, client interviews, etc.
  - Katie discussed training one or two SORS members on the CQI process

Other sources of information:

- DCF’s Policy Manual
- NJ Budget
- NJ Youth Resource Spot – created by the DCF Youth Council
- DCF’s Website

The Committee discussed the process for how they will determine what data they will evaluate and how they will evaluate it. The members also discussed the hope that when questions are raised, DCF will be able to point to specific indicators to answer those questions with the aim of ensuring that NJ’s child welfare agency is performing at optimal levels, as the federal monitor was doing. Katie stressed that when the judge ends the case, the federal monitoring of the agency will be over. The legislation does not seek to continue the role of the federal monitor by monitoring DCF, but rather constructs a process for public review.

Katie shared a document with the Committee that included a table with citations to the statute and detail of the review requirements along with sources of information that correlate to the requirement. The intention is for the members and the outside entity that is chosen to prepare the report to understand what is already available in the public domain as a place to begin. From that point, the Committee can discuss what needs to be added to fill in any gaps about the data.

### **Review DCF Commissioner’s Monthly Report**

Katie shared the DCF Commissioner’s Dashboard document from January 2023 and explained that the data included in the report was current as of November 30, 2022. Katie reviewed and explained each data point contained in the document to members and responded to any questions that were posed. Katie informed members that DCF is happy to discuss any of the data and what might be influencing any of



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the phenomena. Katie urged the Committee to prepare a list of issues to discuss in advance, resulting in a more productive conversation.

Marygrace stated that she envisions the data committee to include DCF staff so that members can review the data and determine the timeframes in which certain data points should be reviewed. The Committee discussed the need to review what is required by the statute, determine what is already available, and create a list of data that they would like to review. As questions arise, the committee will add to the list of data that they would like to review during future meetings. Katie spoke about the importance of developing a process to determine what other information is necessary to answer questions that arise.

### **Membership Update**

Marygrace discussed that the Committee needs to add individuals and discuss term limits for the body to meet the requirements of the legislation. The Committee reviewed the list of current members and those individuals that have been identified to apply for membership for the remaining required categories. The Committee also discussed the possibility of adding members with additional expertise as necessary.

### **Discuss Annual Report Planning**

Marygrace discussed the possibility of hiring an academic group or expert in child welfare systems to assist in writing the annual report so that it is understandable. Katie explained that, as DCF would need to be the entity to procure an external party, there are timeframes and rules that govern the process. A "Statement of Work" needs to be developed that includes a clear sense of what is required. Katie agreed to provide a template/checklist to assist in creating a "Statement of Work". The Committee discussed the procurement process that is required for DCF to engage an external partner. Angela agreed to assist the Committee through the procurement process. Katie advised that it would be most helpful to the Committee to engage with a partner who already works frequently with child welfare data rather than a partner with a general, child serving background. Marygrace informed those members that volunteered to be a part of the Data Committee that the first meeting will be convened shortly. The two priorities of the Data Committee will be to: 1) determine their methodology/process and 2) how they will acquire an entity to assist in creating an annual report.

### **Announcements**

Meeting Adjourned – Next meeting March 14, 2023.