**Safe & Sound Hillsborough Collaborative**

**Thursday, October 23, 2014**

**County Center, 24th Floor Conference Room**

**Leadership Council Members Present**

Kevin Beckner, Chair, BOCC

Jerry Seeber, City of Temple Terrace

Chief Kenneth Albano, City of Temple Terrace
Col. Donna Luszcynski, HCSO

Deputy Chief Brian Dugan, Tampa Police Dept.

Michael Bridenback, Court Administrator

Michael Sinacore, State Atty’s Office (via phone)

Chakita Hargrove, Chair Faith Community Comm.

Kelley Parris, Chair, Community-Based Orgs.

Steve Hegarty, Chair, Communications Comm.

Walter Niles, Chair, Health Committee

**Alternates Present**

Holly East, Commissioner’s Aide

Cindy Stuart, H/C School Board

Marie Marino, Public Defender’s Office

Daragh Gibson, Florida Dept. of Health

**Others Present**

Dr. Leslene Gordon, Florida Dept. of Health
Jamie Robe, Planning Commission

John Chaffin, HCSO

Nnadozie Emechebe, USF Health, Harrell Center

K. Angela Smith, AOC

Kate Bauer, United Way Suncoast

Robert Blount, Abe Brown Ministries

**Staff Present**

Lori Hudson, Communications Dept.

Brandon Wagner, Government Services

Lynne Tierney, Division of Children’s Services

The meeting was called to order at 1:00 p.m. Commissioner Beckner led the Collaborative in the Pledge of Allegiance.

Safe & Sound Hillsborough received copies of the minutes from the September 22, 2014 meeting via email to allow the opportunity for review prior to this meeting. Col. Luszcynski made a motion to approve the minutes, seconded by Mr. Seeber. The minutes were approved unanimously.

OLD BUSINESS:

Commissioner Beckner directed the group to Mr. Hegarty’s proposal for a strategic communications partner who would guide the communications effort on a *pro bono* basis. Commissioner Beckner asked the members to review the objectives and the skill set required from such a partner and that each member reach out to qualified agencies or individuals and gauge their interest. He asked that members bring referrals to the November meeting for further discussion.

The next item of Old Business is the list of appointees and their attendance records. Members were asked to contact their appointees to see if they are interested in continuing to serve the Safe & Sound Hillsborough effort, and to bring that information back to the next meeting. Also included in the meeting materials is list of people who contacted Comm. Beckner’s office with an interest in serving after appointments had been made.

The next item of Old Business is a presentation on the revisions to the GIS/Heat maps prepared by Jamie Robe of the Data Committee. Mr. Robe explained that, as a result of input from USF at the last meeting, he modified the ranking process from the six maps presented in September. The new classification scores all zip codes from 1 to 5 and sums up the sub-scores, shading the results from red to green based on that score. The top eleven worst zip code areas on the map are the same as the original ranking, which validates the original maps. Mr. Robe expressed to the members that one of the limitations of the zip code ranking is that the affected area could be as large as one half of one zip code, or as small as a single apartment complex within the area. Mr. Robe suggested that these six indicators were a great first effort and served their purpose in the Strategic Plan, but suggested that moving forward the group might want to consider additional data that builds upon this framework, utilizing more specific geographic areas with tighter grids within zip codes.

Mr. Chaffin added that when the Data Committee met with USF last week, the group concurred that as the focus areas for long term prevention are selected the data needed and the performance measures will vary between targeted areas. For example, traditionally transient areas may require different surveys and different data indicators to measure how those areas are performing over time.

Mr. Niles asked that the group be cognizant of ensuring that cultural competence and accessibility are priorities and handled with sensitivity.

Commissioner Beckner thanked Mr. Robe and the Data Committee for an excellent job.

The final item of Old Business is a report from Ms. Parris on the hiring of the Safe & Sound Violence Prevention Coordinator. Ms. Parris reported that during the initial recruitment period only four applications were received. The Hiring Committee extended the recruitment period through October 24th, resulting in eight additional applications. The Hiring Committee will review the applications and schedule interviews for the week of November 5th. Commissioner Beckner expressed his hope we would have a decision by December.

ANNOUNCEMENTS:

Mr. Hegarty was pleased to announce that the School District of Hillsborough County has received a grant award from Project Prevent in the amount of $3.75 million dollars. This 5-year federal grant comes through the Department of Education and will focus on 21 schools located in high poverty areas. Mr. Hegarty thanked Commissioner Beckner for his letter of support.

Commissioner Beckner announced that he would be giving a presentation to the Boys & Girls Clubs the next day. The Commissioner anticipates more requests for presentations as this effort moves forward, and has prepared a slide show with an associated script. He asked that a speaker’s bureau be formed for Safe & Sound Hillsborough, and welcomed members to use the presentation, as needed.

NEW BUSINESS:

Commissioner Beckner welcomed Dr. Leslene Gordon, who volunteered her time to serve as facilitator for prioritizing strategies in the Strategic Plan and completing the tasks required of the 1st 100 Days. Dr. Gordon stated that the background material she reviewed was very helpful, clear that the Collaborative is using public health underpinnings for the project, that prevention is the focus, that data is important and that the Leadership Council understands the complexities of the problem. The natural next step is the action planning phase of the strategic planning process.

The first three items of the Plan have been accomplished or nearly accomplished, and Dr. Gordon moved the discussion to the remaining five items on the First 100 Days Plan:

Bullet 4: *Identify community partners to take responsibility for aspects of the plan;* and

Bullet 5: *Plan a community forum to solicit input from the community-at-large on the draft plan; Finalize Strategic Plan, print & distribute.* Dr. Gordon identified these two items as requiring action planning.

Bullet 6: *Develop Business Committee,* Dr. Gordon was unclear on that item and asked the group to table that item until the next Safe & Sound Collaborative meeting.

Bullet 7: *Develop a means to evaluate data indicators and deliverables to measure progress*;Dr. Gordon has reviewed the Collaborative Budget and agreed that it is a small budget to begin with, but it appears that the work has started with USF. Ms. East provided insight that they will be providing an update next month, and recalled for the group that the budget includes a $31,000 Line Item each year for the USF College of Public Health to evaluate of the work of the Collaborative and measure the implementation and progress of the Strategic Plan. Dr. Gordon responded that today’s effort will help USF develop that plan, including pieces of data, indicators and data points that they will want to consider.

Dr. Gordon asked about the status of the Interlocal Agreement. Ms. East informed Dr. Gordon and members that the draft agreement has not been distributed to the members at this time, but the County Attorney’s office has completed their review. Ms. East will send the draft Agreement to members.

Dr. Gordon moved forward with a focus on Bullets 4 and 5. The group will be moving from strategies, which give a broad sense of how to get things done, to action planning, which will provide clarity and be the blueprint for running the initiative. This will also help make clear the mission for the staff coming on board and may also help the members as they consider the kind of deliverables that will be required for the contractual staff. Public health and social issues are very complex and will need to be broken down into manageable, measureable components. The Action Plan will ensure no important detail gets overlooked in the process. The group will need to understand what is possible for Safe & Sound Hillsborough based on infrastructure, resources and community support. These possibilities will be made clear in the Action Plan and allow for the most efficient use of the time, energy and resources available. The Action Plan will define accountability and make clear that each member is doing what they have promised. The Action Plan will tell the group what actions will take place, who will carry it out, and what resources are needed to carry out the change.

The objectives should outline the specific measureable result of each strategy. Dr. Gordon asked the group to keep in mind the SMART acronym as the plans are developed, which stands for Specific, Measureable, Achievable, Relevant and Timed. Dr. Gordon presented some examples of effective action plan statements and prioritizing strategies to the group.

She encouraged the members to break into five small groups, each led by a champion. Each group will use the goals outlined on pages 18-25 of the Strategic Plan to develop one strategy under each goal area. When choosing these initial objectives, consider one that can be accomplished timely, one that may already have resources in place, and if there a sense of urgency for a particular goal. Urgent goals may be driven by a particular problem in community, a priority for a partner agency, or for political expediency. Also, go for the low hanging fruit. A goal that can be accomplished quickly with an early success can help move this effort forward.

Mr. Bridenback expressed some concern that certain members who were not present would have valuable expertise necessary to create the most effective Action Plans.

The Collaborative partners broke into small groups, each focused on one or two particular strategies in the Strategic Plan. The group reconvened with the following Action Plan items:

GOAL 1: Support the health and well-being of all families

* Objective: Identify top 5 non-governmental employers; host focus group to identify existing and new incentives for hiring formerly incarcerated individuals and barriers to implementing those incentives by the end of the first quarter 2015
* Strategy: Successful Reentry
* Champion: Robert Blount

GOAL 2: CULTIVATE A STRONG, CONNECTED COMMUNITY

* Objective: By December 2014 participate in 6 bi-monthly town hall meetings to discuss child safety and introduce the Collaborative
* Strategy: Social Connections in Neighborhoods
* Champion: Kelley Parris

GOAL 2: CULTIVATE A STRONG, CONNECTED COMMUNITY

* Objective: By January 2015 implement out of school time services (include specific population or school or community)
* Strategy: Quality Education and School Climate
* Champion: Kelley Parris

GOAL 3: IMPROVE CONDITIONS IN NIGHTBORHHODS MOST IMPACTED BY VIOLENCE

* Objective: By July 2015 develop a Countywide screening process for trauma victims and those impacted by violence
* Strategy: Trauma Informed Approach
* Champion: Walter Niles

GOAL 4: coordinate efforts to maximize our impact

* Objective: By June 2015 create a comprehensive guide map of programs and services related to violence prevention and distribute to Safe & Sound Collaborative and partners for effective coordination of planned initiatives
* Strategy: Coordinate Multi-Sector Initiative
* Champion: TBD

Dr. Gordon reviewed each goal/objective with the Leadership Council.

Dr. Gordon ensured the group was comfortable with the objectives identified. The next step is to flush out the Action Plans by either coming back and re-forming the groups or by scheduling some conference calls with all the related parties to identify further the Action Plans, i.e., what are the steps, who is going to do it, when will it be done.

The workgroups agreed to work ahead and develop the Action Plans in an effort to move forward quickly. Dr. Gordon asked the members to think about what has been decided on and reassured the group that as they develop the plans it is okay to make a change.

Dr. Gordon mentioned that the Leadership Council did not address the Community Forum Action Plan and asked that it be carried over to the next meeting. She would like to have one of the groups start off the November meeting with a presentation of their data. She suggested making any additional data that may be required part of the Action Plans.

Dr. Gordon proposed that the Leadership Council finish the Action Plans, work together to create the Community Forum Action Plan, and clarify the status of the Committees at the next meeting. Ms. East agreed to send the MS Word versions of the Actions Plans and copies of the GIS Heat Maps to the group.

Mr. Robe expressed that perhaps some members who were not here today should be plugged into specific groups. Mr. Niles recommended Ms. Linda McKenna be included on the mailing list.

Commissioner Beckner thanked Dr. Gordon for her facilitation.

The meeting was adjourned at 3:01 p.m.

*There is no financial impact to Hillsborough County BOCC as a result of this meeting.*

The next scheduled meeting of the Violence Prevention Collaborative will be:

Wednesday, November 19, 2014

24th Floor Conference Room

1:00 p.m.