



**Minutes
Tempe Family Justice Commission
July 19, 2016**

Minutes for the Tempe Family Justice Commission Meeting held on July 19, 2016 at 6:00 PM at the Tempe Public Library, 2nd Floor Board Room, 3500 South Rural Road Tempe, Arizona 85282.

Commission Members Present

Karyn Lathan, Chair
Angel Carbajal
Beatrice “Bunny” Kastenbaum
Patrick Foster
Bill Richardson
Kristen Scharlau
Margaret “Peggy” Tinsley

Commission Members Absent

Joan Sisco

Staff Present

Paul Bentley, Human Services Deputy Director

Item 1 – Strategic Plan Implementation - [Attachment](#)

Next meeting: Tuesday, August 16, 2016

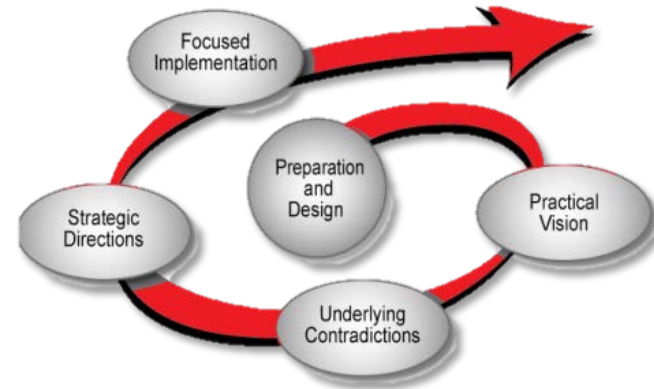
Minutes prepared by: Melissa Placencia/Wydale Holmes
Reviewed by: Paul Bentley

Karyn Lathan,
Chair, Tempe Family Justice Commission

Strategic Planning Implementation

IMPLEMENTATION WORKSHOP

Facilitator: Wydale K. Holmes, Office of Strategic Management & Diversity



The Implementation Timeline workshop asks the questions:

What will be our specific, measurable accomplishments for the first year?

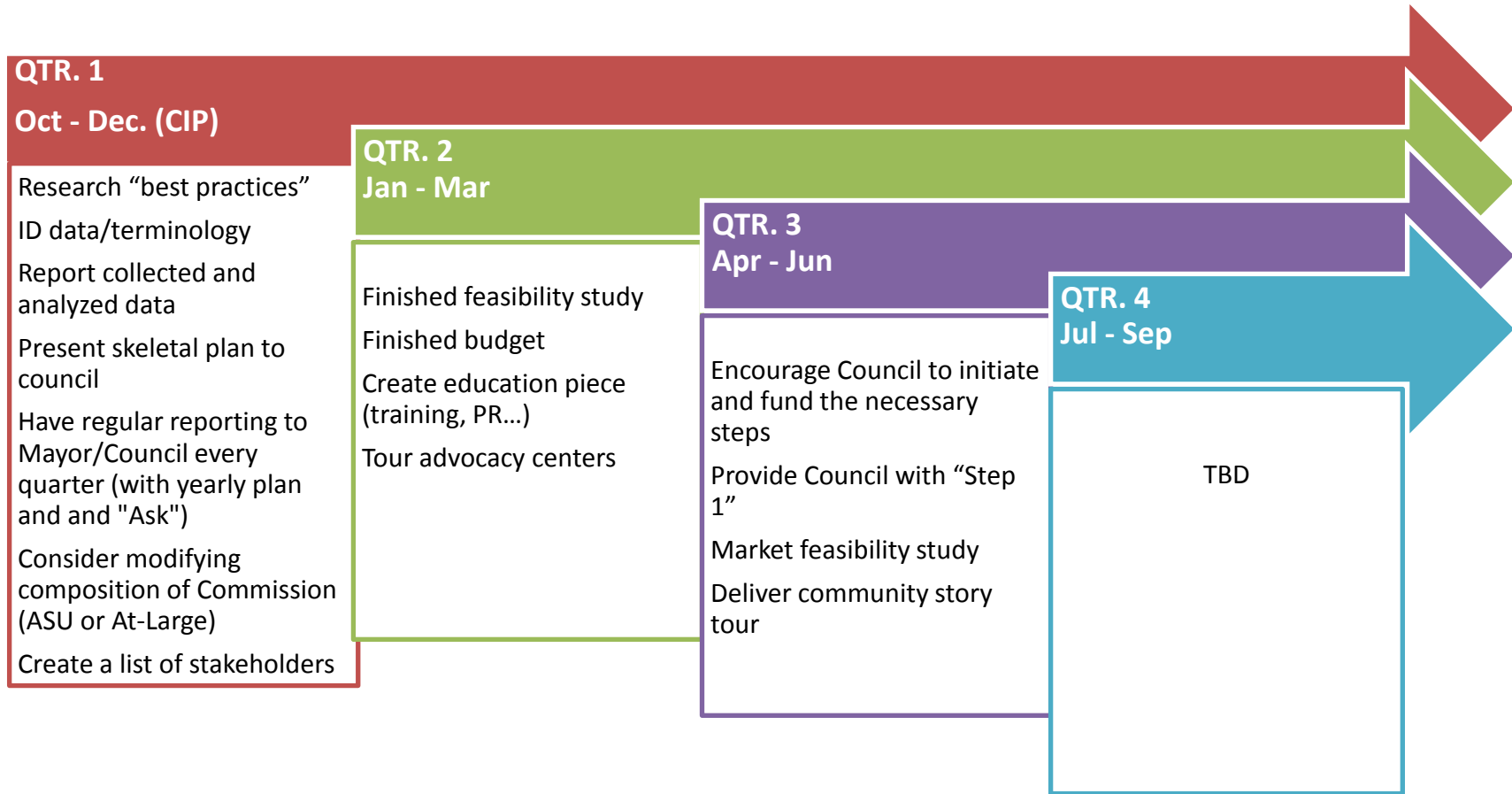
As a whole group, the commission members listed expectations of each strategic direction in terms of 1) which areas of the vision and which challenges that direction was intended to focus on; 2) current advantages and opportunities to build on; 3) possible short and long term signs and indicators of success; and, 4) and suggested first year accomplishments. After this, participants signed up to work on each of the first year accomplishments.

The following pages outline the Implementation timeline for the first year and assignments.

A **90-day check-in** on progress and accomplishments is scheduled for **October 18, 2016** at the monthly Tempe Family Justice Commission meeting.

Implementation Plan

2016-2017



Strategic Direction		
Establishing Recommendations		
Current Reality	First-Year Accomplishments	Success Indicators
<ul style="list-style-type: none"> • Missing #'s, data • Missing community input • Untapped resources • Missing needs assessment/Inventory • Access to data/help • Need comprehensive plan • Feasibility study • People with good ideas and intentions • Incomplete Commission membership (3 vacancies) • Agreement on how to fill Commission vacancies 	<ul style="list-style-type: none"> • Report collected and analyzed data • ID data/terminology • Research “best practices” • Encourage Council to initiate and fund the necessary steps • Provide Council with “Step 1” • Finished feasibility study • Finished budget 	<ul style="list-style-type: none"> • Full Commission • Completed study of needs assessment, community input/impact • Funded recommendations • FJ center (advocacy, community, multi-use/disciplinary) <ul style="list-style-type: none"> -designed -funded -implemented -“built” -staffed -operational • Named (the center)

Strategic Direction		
Creating Stakeholder Buy-In		
Current Reality	First-Year Accomplishments	Success Indicators
<ul style="list-style-type: none"> • Need data, best practice and feasibility study • Need PR-Marketing assistance • Community education • Don't know ID stakeholders comprehensive list (local, regional, court, education, council, nonprofit) • 1st meeting-can build • Composition of FJ Commission • Kris • Lack of City pers. Understanding • Good working relationship with most of Council <ul style="list-style-type: none"> ○ Reeducate 	<ul style="list-style-type: none"> • Create a list of stakeholders • Create education piece <ul style="list-style-type: none"> ○ Training/PR • Have stakeholders @ table/presentation • Have regular reporting schedule to Mayor/Council every quarter (with yearly plan) with an “ask” • Consider modifying composition of Commission (ASU or At-Large) • Market feasibility study • Deliver story • Tour advocacy centers 	<ul style="list-style-type: none"> • Fully funded • Regular reporting of indicators/performance measures • Programming (from education) • Beginning to see outcomes • Satisfaction studies • Creativity, continuous imp. • Impact measurements on staff/effectiveness, performance standards • Public support for the mission • Institutionalization • Sustained funding • Higher in the priority

Strategic Direction: Establishing Recommendations		Accomplishment title (what): Present skeletal plan to Council	
Intent (why): To keep Council informed and involved and engaged		Start Date: October 15, 2016 End Date: First presentation – November 2016	
Implementation steps (how)		When	Who
1. Compile report data		October 15, 2016	
2. Prepare initial report and “ask”			
3. Anticipate questions and have answers			
4. Schedule appearance			
5. Presentation to Council		November	
Team Members: Karyn Peggy	Collaborators or partners	Evaluation measures	Special Considerations
	FJC		

Strategic Direction:		Accomplishment title (what):	
Establishing Recommendations		Have regular reporting to Council every quarter with yearly plan and ask	
Intent (why): To keep Council informed and involved and engaged		Start Date: February 2017 End Date: none	
Implementation steps (how)		When	Who
1. Same as initial report with a new ask each quarter			
Team Members:	Collaborators or partners	Evaluation measures	Special Considerations
Karyn Peggy	FJC		

Strategic Direction: Establishing Recommendations		Accomplishment title (what): Report collected and analyzed data	
Intent (why): Establish a comprehensive list of agencies involved in working with victims		Start Date: End Date: October 1, 2016	
Implementation steps (how)		When	Who
1. Each team member reach out to workgroup and develop a list of agencies used		September 1, 2016	Kris/Angel/Teams
2. Compare, refine and finalize all-inclusive list		October 1, 2016	Kris/Angel
3. Approval of official list by FJC		October 15, 2016	Kris/Angel
Team Members: Kris Scharlau Angel Carbajal	Collaborators or partners	Evaluation Measures	Special Considerations
	ASU Court Schools		

Strategic Direction: Establishing Recommendations		Accomplishment title (what): Report collected and analyzed data	
Intent (why): To develop a report containing results of data		Start Date: October 1, 2016 End Date: December 31, 2016	
Implementation steps (how)		When	Who
1. Compile Report		October 31, 2016	
2. Create staff summary		November 2016	
Team Members: Karyn Angel Carbajal	Collaborators or Partners Noah Fritz Kris Scharlau Shaun Yunt Angelique Watson	Evaluation Measures	Special Considerations

Strategic Direction: Establishing directions		Accomplishment title (what): Identify Data/Terminology	
Intent (why): Establish baseline data for future outcome evaluation		Start Date: Now End Date: October 1, 2016	
Implementation steps (how)		When	Who
1. Identify what data to collect		Done	
2. Present legal definitions of data		August meeting	Patrick
3. Create spreadsheet of the following data for the past 3 years – 69 m prior to July 1, 2016		October 15, 2016	Tempe and ASU, Police Department, City of Tempe
Team Members: Bill Bunny Patrick	Collaborators or partners Tempe Police Department City of Tempe – Donna Kennedy ASU Police - Patrick	Evaluation Measures	Special Considerations <u>Data to report:</u> - Sexual conduct to minor - Child molestation - Sexual assault - Sexual abuse <u>Domestic Violence</u> - Calls for service - Arrests - Repeat offenders <u>Tempe Demographics</u> - Homeless population - Poverty levels - Unemployment DCS referrals (?)