

The Power of Community



Ending Child Abuse and Neglect.

MARYLAND'S STATE COUNCIL ON CHILD ABUSE & NEGLECT ANNUAL REPORT

JANUARY 1, 2010 – DECEMBER 31, 2010

"It is easier to build strong children than to repair broken men." - **Frederick Douglass**



There are no seven wonders of the world in the eyes of a child. There are seven million.

~Walt Streightiff



“We must think and act not only for the moment but for our time. I am reminded of the great French Marshal Lyautey, who once asked his gardener to plant a tree. The gardener objected that the tree was slow-growing and would not reach maturity for a hundred years. The Marshal replied, “In that case, there is no time to lose, plant it this afternoon.”

-John F. Kennedy

ACKNOWLEDGMENTS

*We are grateful to former DHR Secretary Brenda Donald for her leadership; adopting and supporting a “Legacy Mindset” to child maltreatment prevention by allocating funds for SCCAN staff position and for sending a SCCAN Prevention Team. Children’s Cabinet Chair and Executive Director of the Governor’s Office for Children, Rosemary King-Johnston has continued the legacy by working with the Children’s Cabinet and the Council on an Executive Order to support the planning process. Interim DHR Secretary Brian Wilbon, Social Services Administration, Executive Director, Carnitra White and Child Welfare Director, Debbie Ramelmeier have carried the “Legacy Mindset” torch, further, by allocating funds for the Environmental Scan and the writing of the Plan.

Our thanks also, go out to:

- ❖ Each Council Member for their expertise and the many volunteer hours they have contributed to SCCAN.
- ❖ Council Member agencies for dedicating staff time and expertise to the important work of the Council.
- ❖ Jim Witherspoon, SCCAN’s former staff person, for his commitment to and support of the Council’s work.
- ❖ Our sister CAPTA Panel, the Citizen’s Review Board and their staff for welcoming SCCAN members and staff to share office space, supplies and support; and, for continuing to explore ways that the CAPTA Panels can work together to better the lives of Maryland’s Children and their families.
- ❖ Prevention Plan key informants, Howard Dubowitz, M.D., Diane DePanfilis, PhD, Dean Richard Barth, PhD, Charlie Cooper, Larry Wissow, M.D., David W. Lloyd, Bonnie S. Birkel, Melissa Lim Brodowski, M.S.W., M.P.H., Mitch Mirviss, J.D., Rosemary King Johnston, Shanda Crowder, Carnitra White, M.S.W., Debbie Ramelmeier, LCSW-C, J.D. Rev. Dr. Mankekolo Mahlangu-Ngcobo, Lucia Barger, Earleen Beckman, R.N. Al Zachik, M.D., Carlo C. DiClemente, PhD, Philip J. Leaf, PhD, Andrea Gielen, PhD, Linda Heisner, M.S.W., Sabrena McAllister, M.S.W., Melissa Rock, J.D. and Rhonda Lipkin, J.D., for lending their time and expertise to the development of Maryland’s comprehensive statewide Child Maltreatment Prevention Plan.
- ❖ The National Citizens Review Panel Coordinator, Blake Jones and his Board for technical assistance and materials, including its logo, to support SCCAN’s work.

TABLE OF CONTENTS

	<u>Pages</u>
LETTER FROM THE COUNCIL CHAIRPERSON.....	6-7
EXECUTIVE SUMMARY	8-10
COUNCIL RECOMMENDATIONS.....	11-13
• RECOMMENDATIONS FOR GOVERNMENT AGENCY PARTNER RESPONSE	
• RECOMMENDATIONS FOR CHILD MALTREATMENT SYSTEM PARTNERS RESPONSE	
COUNCIL ACTIVITIES & ACCOMPLISHMENTS.....	14-18
MEETING THE CHALLENGES: CONTINUING THE WORK- 2011.....	19
APPENDICES:	
A. ABOUT THE COUNCIL.....	20-22
B. AGENCY RESPONSE TO SCCAN 2010 RECOMMENDATIONS.....	23
C. SCCAN and Maryland Law	24-26
D. SCCAN and CAPTA.....	27-28
E. State Council on Child Abuse and Neglect Member Roster.....	29-32
F. 2010 Meeting Calendar & Agendas.....	33-39
G. 2010 Meeting Notes	40-72
H. 2011 Meeting Calendar.....	73
I. Prevention Plan Key Informant Interviews.....	74-76
J. SCCAN PROCEDURES.....	77-84
K. Maryland’s Child Maltreatment Prevention Plan: Environmental Scan Work Plan.....	85-90



State Council on Child Abuse and Neglect (SCCAN)
4201 Patterson Avenue, 5th Floor
Baltimore, Maryland 21215
Phone: (410) 585-2250
Mobile: (410) 336-3820
FAX: (410) 585-2280
cremingt@dhr.state.md.us

June 30, 2011

The Honorable Martin J. O'Malley
Governor of Maryland
State House
100 State Circle
Annapolis, Maryland 21401-1925

The Honorable Thomas V. Mike Miller, Jr.
President of the Senate
State House
100 State Circle, Room H-101
Annapolis, Maryland 21401-1991

The Honorable Michael E. Busch
Speaker of the House
State House
100 State Circle, Room H-107
Annapolis, Maryland 21401-1991

Re: Family – General Article, Annotated Code of Maryland, § 5-7A-09,
State Council on Child Abuse and Neglect (SCCAN) Final Report for 2010

Dear Governor O'Malley, President Miller and Speaker Busch:

Pursuant to the requirements of Family – General Article, Annotated Code of Maryland, § 5-7A-09 and the federal Child Abuse Prevention and Treatment Act (CAPTA), I respectfully submit on behalf of the State Council on Child Abuse and Neglect (SCCAN) its unanimously adopted Annual Report. The Council makes recommendations for systems changes and improvements through this report that address its' legislative mandates:

- 1) *“to evaluate the extent to which State and local agencies are effectively discharging their child protection responsibilities”*

Governor O'Malley, President Miller and Speaker Busch
June 30, 2011
Page 2 of 2

- 2) to *“report and make recommendations annually to the Governor and the General Assembly on matters relating to the prevention, detection, prosecution, and treatment of child abuse and neglect, including policy and training needs”*
- 3) to *“provide for public outreach and comment in order to assess the impact of current procedures and practices upon children and families in the community and in order to meet its obligations”*
- 4) to *“annually prepare and make available to the public a report containing a summary of its activities”*
- 5) to *“coordinate its activities ... with the State Citizens Review Board for Children, local citizens review panels, and the child fatality review teams in order to avoid unnecessary duplication of effort”*

The Council makes seven recommendations on page 11-13 for your consideration and endorsement.

I commend this report to you for your consideration. Let us work together to ensure that these recommendations receive the active response they deserve; so that, Maryland addresses its gaps in child maltreatment prevention policies, practices and services, so that we fully meet the needs of our children and their families. Thank you for your thoughtful attention to this report; and, most importantly, to coordinated efforts to create safe, stable and nurturing relationships and environments for all of Maryland's children.

Sincerely,

Patricia K. Cronin, Chair

cc: DHR Secretary Ted Dallas
Chair of the Children's Cabinet, Rosemary King-Johnston

EXECUTIVE SUMMARY

Members of the Maryland State Council on Child Abuse & Neglect (SCCAN) are united in our message to our policy makers and the public: “Child maltreatment is a **preventable** public health problem.” In Maryland, there is no statewide strategy for preventing child maltreatment before it occurs. Front-end prevention programs, organizational practices and policies are fragmented throughout public and private agencies; and, vary both qualitatively and quantitatively from jurisdiction to jurisdiction. That is why in 2007, SCCAN identified developing a statewide plan to prevent child maltreatment (CM) as a primary objective for its policy recommendations and strategic work.

This year, at the Council’s request the Department of Human Resources contracted with Innovations Institute and the Ruth H. Young Center at the University of Maryland to provide an Environmental Scan of prevention policies, practices and programs throughout the state and nation. The final report to SCCAN is due September 30, 2011. It will serve as the basis for developing a comprehensive statewide Child Maltreatment Prevention Plan. It will quantify the enormous economic and societal costs of child maltreatment in Maryland, as well as:

- Synthesize existing Maryland child welfare and other agency plans that have an impact on child maltreatment prevention;
- Inventory and analyze existing programs, services, resources, surveillance systems, policy and legislation, reports, surveys, and studies that identify the strengths and gaps in the state’s current child maltreatment prevention efforts;
- Inventory sources of data already collected that are now or can be used for surveillance of child maltreatment and for the evaluation of prevention efforts; and,
- Suggest statistical benchmarks for key data elements that will be used to evaluate prevention efforts.

With this knowledge base, we are recommending that the State align, streamline and empower its overall Prevention agenda with the full authority of the Governor by launching a public and private multi-sector, multi-disciplinary, community engagement process to develop Maryland’s Child Maltreatment Prevention Plan. Collaboration and support of the Children’s Cabinet, and from the Legislative and Judicial branches, is essential to ensure buy-in and implementation of the Plan. Since effective action must be taken through a multi-disciplinary and multi-sector public/private collaboration; we have categorized this year’s recommendations by those that require a response by child and family serving agencies, and those that require attention from other systems that address the consequences of CM.

In addition, and during frugal economic times for both the public and private sectors, the Council has taken the following actions over the last few years:

- researched and analyzed numerous policies, practices, programs and planning processes used nationally and in other states (staying abreast of prevention science and the current strategic frameworks, and evidence-based policies, practices and programs endorsed by the U.S. Centers for Disease Control and Prevention, the Children’s Bureau of the U.S. Department of Health and Human Services, and state’s that have taken the lead in CM prevention planning and implementation).
- sent a SCCAN Prevention Team to the PREVENT Child Maltreatment Institute: Enhancing Leadership, sponsored by the University of North Carolina, Injury Prevention Center and funded by the Doris Duke Foundation and the Centers for Disease Control and Prevention (CDC);
- encouraged using a Public Health Approach (decreasing risk factors and increasing protective/resilience factors) to ensure individual, family, community, institutional and societal/ population change endorsed by the CDC and the Children’s Bureau, ACYF, HHS;
- identified and recruited partners and stakeholders in CM prevention;
- interviewed 32 key informants to inform the process and ensure input and buy-in from the wealth of expertise throughout the state;
- drafted an Executive Order with the support of the Governor’s Office for Children and input from the Children’s Cabinet;
- developed the resources to hire a full-time SCCAN Executive Director;
- advocated for funding of an Environmental Scan;
- contracted, along with DHR, for Innovations Institute and the Ruth H. Young Center to complete an Environmental Scan;
- identified further resources for ensuring well-informed stakeholder involvement; and,
- developed additional resources to staff portions of the planning process and to fund writing and dissemination of the Plan.

We will continue to work with identified partners and stakeholders to:

- seek resources in order to design a constructive planning process;
- establish a management an implementation structure for the Plan;
- define critical roles of members of a multi-sector, multi-disciplinary planning team and a coordinating body; and
- develop the Plan with community input, the expertise of a multi-disciplinary team and the guidance of high-level, middle management and frontline workers who will be charged with implementation; and,
- implement the Plan.

The Members and staff of SCCAN consider themselves catalysts for change of statewide systems, policies, practices and procedures to prevent CM and its often co-occurring risk factors of substance abuse, domestic Violence, mental illness, and poverty. We urge policy makers to:

- 1) **Stay informed** on the issue of “child maltreatment as a preventable public health problem.” A good place to start is to:

- a. **Read about the ACE Study** <http://www.aceresponse.org> , <http://www.cestudy.org> , <http://www.cdc.gov/ace/about.htm>
 - b. **Watch “Healing Neen: Trauma and Recovery”**, is a short documentary designed for professional audiences that was made under Maryland’s Mental Health Transformation Grant from the Federal Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Center for Mental Health Services. It is a compelling personal story that actually begins with a resident of Annapolis, in the shadow of our State House, and uncovers the problems of many of our systems:
A free copy is available at: <http://www.healingneen.com/contact.html>
 - c. **Read Maryland’s Environmental Scan** to be disseminated in October 2011. This will be your guide to connecting the dots of current strengths and gaps in Maryland’s current prevention efforts.
- 2) **Be part of the transition from** a reliance on **reactive** private and governmental responses to child maltreatment **to increasingly more pro-active** system, policy, practice and program responses that address child maltreatment and its co-occurring risk factors before they occur.
 - 3) **Approach prevention with a “Legacy Mindset”**. Significant improvement and change in this complex area will take **patience and wisdom**. Short-term and long-term planning is essential to results.* (See Acknowledgments on p. 4.)
 - 4) **Support** (champion, lend expert advice, provide staff and in-kind resources) and **get involved** in designing and prioritizing strategic solutions: **Maryland’s Child Maltreatment Prevention Planning & Implementation**.
 - 5) **Insist that our systems work together** and share the responsibility of tackling this widespread public health problem. No one person, group, organization, department or agency has the responsibility---or ability---to prevent child maltreatment. Support SCCAN in its efforts to convene a public/private partnership to design effective solutions that ensure significant **measurable population decreases in child maltreatment** and its’ co-occurring risk factors.

The Council has developed the following recommendations that if adopted will strategically improve CM prevention efforts in Maryland in the short and long-term; by, promoting Federal and State collaboration; identifying data collection that will effectively measure population changes as a result of prevention strategies; and, supporting the use of evidence-based and promising policies, practices and programs for children and their families:



State Council on Child Abuse and Neglect (SCCAN)

RECOMMENDATIONS for Government Agencies' Response:

- 1. As current child maltreatment prevention efforts are fragmented across the child and family serving agencies, SCCAN recommends that the Governor, the Children's Cabinet Secretaries, the President of the Maryland Senate and the Speaker of the Maryland House of Delegates, as well as other Executive and Legislative leadership endorse development of a statewide, comprehensive Child Maltreatment Prevention Plan. The plan should take a broad public health approach to child abuse prevention focusing on individual, relational, community and societal factors that either contribute to child maltreatment (risk factors) or lessen the risk of child maltreatment (protective/ resilience factors), rather than focusing solely on the child protection system. This approach will incorporate a pro-active response to child maltreatment that focuses on child and family well-being, housing, jobs, education, the media and other factors that affect the health of Maryland families; as well as, improving systems that currently react to child maltreatment once a family is "at-risk" or "in-risk" of abuse and/or neglect.**
- 2. The Planning process should be launched by the Governor with the collaboration and support of Cabinet Secretaries and the support of the Judicial and Legislative branches. As the Environmental Scan is scheduled to be completed by September 30, 2011, launch of the planning process should take place by the end of 2011 Calendar Year to ensure effective use of the data collected.**
- 3. The following governmental branches, executive agencies and state leaders in child maltreatment prevention should take an active role in the Planning process: A Member of The Maryland House of Delegates; A Member of The Maryland Senate; A Member of The Maryland Judiciary; The Secretary of Budget and Management or designee; The Secretary of Disabilities or designee; The Secretary of Health and Mental Hygiene or designee; The Secretary of Human Resources or designee; The Secretary of Juvenile Services of designee; The State Superintendent of Schools or designee; The Executive Director of the Governor's Office for Children or designee; The Executive Director of the Governor's Office on Crime Control and Prevention; The Secretary of Housing and Community Development or designee; The Secretary of Labor Licensing and Regulation, Division of Workforce Development (unemployment, job training, adult education workforce transition) or designee; The Department of Public Safety and Correctional Services or designee; The Chair and Executive Director of the State Council on Child Abuse and Neglect; The SCCAN Prevention Committee Chairs; and leaders from parent advocacy groups, former foster care youth organizations, private foundations, research institutions, advocacy groups, as well as, leaders from the health, legal, faith, business, law enforcement and education communities.**

4. **The Governor, Children’s Cabinet and Legislature should send a joint letter inviting private agencies to participate side-by-side governmental leaders to ensure efficient and economically feasible implementation of the Plan.**
5. **DHR continues to support development of a SCCAN/Prevention Website.**
6. **It is the consensus of the Council that the administrative responsibility for SCCAN should ultimately move to a research-based institution that would promote a public-private partnership and make multi-disciplinary collaboration possible. SCCAN’s Enabling Legislation should be amended to allow for this future possibility.** Although lack of funding will not permit such a move in the near term, SCCAN retains it as a long-term organizational goal.
7. **SCCAN recommends that provisions be made for SCCAN as a permanent line item in the State Budget as referenced in the Family Law Article § 5-7A-04 (c).**
SCCAN appreciates the commitment by Secretary Donald to provide an annual allotment to SCCAN from the CAPTA grant to the Department of Human Resources. Inasmuch as the expenditure of these funds requires an annual budget amendment and the commitment can be changed with a change in administration, SCCAN looks forward to establishing a more permanent budgetary arrangement.

RECOMMENDATIONS for Child Maltreatment Systems’ Response:

1. **The Administrative Office of the Courts develops with the support of The Family Tree, SCCAN and legal and child maltreatment experts a multi-disciplinary Court Training Kit for participants working with children and families within the civil and criminal Court systems. The training should be multi-dimensional in format, i.e., in-person interactive training, on-line training and information, written publications, bench cards, etc. The training should include, but not be limited to:**
 - Understanding the roles of fellow court participants: Judge, Law enforcement officer, Social worker, Medical Expert, Child’s Attorney, County Attorney, Parent’s Attorney, State’s Attorney, Criminal Defense Attorney, Mediator, CASA,
 - Suggestibility
 - How Children Experience Abuse and Neglect
 - Effective Interviewing
 - Child Development
 - Advancements in the Science of the Developing Brain
 - The Process of Disclosure
 - Blocks & Problems in the testimony of the child, family members and specialists
 - Preparing for and taking testimony of the child, family members and specialists
 - Corroboration
 - Interview Practicum and Peer Review

- Courtroom Use of Anatomical Dolls
- Legal Issues
- Culture & Effective Interviewing
- Medical Issues
- Substance Abuse Issues as a Risk Factor
- Domestic Violence as Risk Factor

2. **SCCAN recommends that all hospitals in Maryland work toward providing infant safe sleep and abusive head trauma prevention education to all parents of newborns.** The program should include a champion, a consistent message, and the systems to track outcomes.
3. **SCCAN recommends that all home visiting programs in Maryland incorporate infant safe sleep and abusive head trauma prevention education to all parents who they visit.** The program and educational messages should be coordinated with and consistent with hospital based efforts.

COUNCIL ACTIVITIES & ACCOMPLISHMENTS

Highlights over the last year are detailed below:

- THE PREVENTION PLAN: Steps taken to convene public/private multi-sector, multi-disciplinary stakeholder process to develop comprehensive Statewide Strategies to Prevent Child Maltreatment:
 - ✓ Council and Partner education on national and state models for Prevention & the ACE Study Council Member Education: Connecting the dots on multiple statewide initiatives that Prevent Child Abuse & Neglect:
 - **“Reducing Infant Mortality in Maryland”**
S. Lee Woods, MD, PhD
Medical Director
Center for Maternal and Child Health
Maryland Department of Health
& Mental Hygiene
 - **Governor Martin O’Malley’s Strategic Goal: “Reduce Violence Against Women and Children by 25% by End 2012”**
Virginia L. Geckler
Policy Analyst
Governor’s Office of Crime Control & Prevention
 - **“Abuse and Neglect in the Health Education State Curriculum”**
Brian Griffith
Health Education Specialist
Maryland State Department of Education
 - **“Sleep safety/abusive head trauma initiative”**
Scott Krugman
 - **“Ending Childhood Hunger Initiative”**
Rosemary King-Johnston
Executive Director
Governor’s Office for Children
<http://www.marylandpublicschools.org/MSDE/programs/schoolnutrition/sfsp2.htm>
 - **SCCAN Prevention Retreat: How systems affect individual, family, community and societal risk and protective factors for child maltreatment: “Healing Neen: Trauma and Recovery”**, a short documentary designed for professional audiences that was made under Maryland’s Mental Health Transformation Grant from the Federal Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Center for Mental Health Services.

Free copies of the film are available on the website:

<http://www.healingneen.com/contact.html>

- ✓ Held 13 Key Informant Interviews to build support for building Prevention Strategies and Infrastructure
- ✓ Solicited Key Informants input into: Logic Model, Partners & Stakeholder identification, designing a constructive planning process, determining informational needs of stakeholders, developing public and private resources for Prevention planning and implementation, establishing management structure for the planning process.
- ✓ SCCAN developed with Key Informants a work plan for the Environmental Scan that will serve to answer the question “Where are we now?” (current efforts and gaps in prevention policies, practices, programs, data and funding).
- ✓ Requested and received CAPTA funding from DHR to complete the Environmental Scan.
- ✓ DHR & SCCAN Contract with Innovations Institute at the University of Maryland, School of Medicine, and the Ruth H. Young Center at the University of Maryland, School of Social Work to complete Environmental Scan by 9/30/2011.
- ✓ Council Prevention Plan Retreat held.
- ✓ Identified Informational Needs of Child Maltreatment Prevention Planning Participants
- ✓ Developed a draft Child Maltreatment Prevention Plan Executive Order (EO) favorably received by the Children’s Cabinet and put into appropriate EO format by the Governor’s Office for Children. The EO is to be resubmitted to the Children’s Cabinet in 2011.
- ✓ Developed resources for meeting support and writing of the Prevention Plan.

Organizational Accomplishments:

- ✓ Membership Recruitment & Retention Goal
 - ✓ Developed a “Council Leadership Development Procedure”
 - ✓ Developed “Criteria for SCCAN Membership Recruitment and Endorsement”
 - ✓ Developed “SCCAN Member Duties & Responsibilities”
 - ✓ Recruited seven Council members who have been participating in Council meetings and activities while awaiting appointment by the Governor: Law Enforcement Officer, Educator, Religious Community representative, two individuals who have personal experience with child abuse and neglect within their own families or who have been clients of the child protective services system
 - ✓ In accordance with Family Law Article § 5-7A-06(d), one member of the Children’s Justice Act Committee was designated as a special member of the Council by SCCAN’s Chair.
 - ✓ Maryland Senate representation: meetings and guidance from Prevention Plan key informants and Senator Brian Frosh on developing Champions within the legislature.
 - ✓ Developed Orientation Manual and training for SCCAN members and partners

Council Operations:

- ✓ Developed Executive Director Job Description
- ✓ Team of Council Members Interviewed and Hired Executive Director
- ✓ Developed clear & up-to-date set of SCCAN By-laws
- ✓ Developed leadership and membership for Ad Hoc Committees to accomplish current SCCAN member goals
- ✓ Developed SCCAN Logo: “The Power of Community: Ending Child Abuse & Neglect”

Partnership Development & Coordinating our efforts with CRBC, CFRT, local CRPs and CJAC:

- ✓ Contract with DHR & CRBC to house SCCAN to increase coordination of our activities “with the State Citizens Review Board for Children, local citizens review panels and the child fatality review teams in order to avoid unnecessary duplication of effort.”
 - ✓ Shared SCCAN’s Prevention goal and began to develop relationships with Local CRPs to encourage participation in Prevention Planning efforts and input from local jurisdictions
 - ✓ Held Joint SCCAN-CJAC Retreat
 - ✓ Created a Power Point & shared Child Maltreatment Prevention Vision with State Child Fatality Review Team at their
 - ✓ Interviewed representatives of Garrett County LMB and local Health Department, Lucia Barger and Earleen Beckman, as Key Informants for the Prevention Plan re: their policies, programs, practices and infrastructure to prevent child maltreatment.
 - ✓ Provided letter of support for the Department of Health and Mental Hygiene’s proposal, prepared on behalf of the Children’s Cabinet, in response to the Funding Opportunity Announcement HRSA-10-275, *Affordable Care Act (ACA) Maternal, Infant, and Early Childhood Home Visiting Program (MIECHVP)*.
 - ✓ Created a Power Point and shared Child Maltreatment Prevention Vision and resources with Pupil Personnel and Social Work Administrators at the Maryland Department of Education (MSDE) Child Abuse/Suicide Prevention Training; emphasizing the importance of coordinating the efforts of all child and family serving agencies, multi-disciplinary roles in prevention, education’s role in prevention.
- Annual Report:
 - ✓ Developed “SCCAN Process for Developing Annual Report Findings and Recommendations”
 - ✓ Advocacy Plan for SCCAN Annual Report Recommendations:
 - Developed List of partners and stakeholders to whom Annual Report is distributed. List to be updated from year-to-year.



**State Council on Child Abuse and Neglect (SCCAN)
PREVENTION PLAN
KEY INFORMANT INTERVIEWS 2010**

Name	Organization	Title	Date Interviewed
David W. Lloyd	Family Advocacy Program U.S. Department of Defense Office of the Deputy Under-Secretary (Personnel and Readiness/Military Community and Family Policy)	Director	1/13/2010
Bonnie Birkel	Center for Maternal and Child Health Department of Health and Mental Hygiene	Director	1/27/2010
Adam Rosenberg	Baltimore Child Abuse Center	Executive Director	1/27/2010
John McGinnis	Maryland State Department of Education	Pupil Personnel Specialist	3/4/2010
Steve Berry	Maryland Department of Human Resources, Social Services Administration	Manager, In-Home Services	3/9/2010
Alison D'Alessandro	Office of Child and Youth Protection, Archdiocese of Baltimore	Director	3/18/2010
Melissa Lim Brodowski, M.S.W., M.P.H.	U.S. Department of Health & Human Services, Administration for Children & Families, Children's Bureau, Office of Child Abuse and Neglect	Federal Project Officer	3/26/2010
Stephanie Porter	State's Attorney Association	Assistant State's Attorney, Baltimore County	3/26/2010

Name	Organization	Title	Date Interviewed
Mitch Mirviss	Venable, LLP	Partner	6/11/2010
Rosemary King Johnston	Governor's Office for Children	Executive Director	10/29/2010
Shanda Crowder	Governor's Office for Children	Chief, Interagency Initiatives	10/29/2010
Carnitra White. M.S.W.	Department of Human Resources, Social Services Administration	Executive Director	11/15/2010
Debbie Ramelmeier	Department of Human Resources, Social Services Administration	Director for Children and Family Services	11/15/2010

MEETING THE CHALLENGES: **CONTINUING THE WORK-2011**

Prevention Plan:

- Design a constructive and inclusive planning process which allows for public and private multi-sector, multi-disciplinary and community participation.
- Define critical roles of the planning participants
- Establish a management structure responsible for development of the Plan and its Implementation

Public Relations & Outreach:

- Create an intranet site to provide meeting materials and other pertinent information to the Council for consideration.
- Develop a public web site for public information on SCCAN; Child Maltreatment Prevention Planning Initiative and Resources; and, enhanced communication and coordination with other CRPs and state child maltreatment prevention partners.
- SCCAN and CRBC will explore how graduate students and interns from the Shriver Center, the University of Maryland, School of Social Work and other Universities and Schools can be utilized in research projects to support the work of the Council and Board.

Council Membership Recruitment and Retention:

- Adopt draft "Council Leadership Development Procedure"
- Adopt draft "Criteria for SCCAN Membership Recruitment and Endorsement"
- General Assembly participation and Senate representation on SCCAN:
 - Continue to ask for key Informant input and guidance on potential Champions in the General Assembly.
 - SCCAN Members will pro-actively develop relationships with Champions in the Maryland Senate and House of Delegates who are willing to advocate for the adoption of SCCAN recommendations.
- Update SCCAN Manual and augment Council Member orientation.
- Identify ways to recognize Council Member contributions to accomplishing SCCAN goals.
- Increase active Council Member participation in Committee work.

Council Operations:

- Adopt Draft SCCAN By-laws
- Develop and Adopt "SCCAN Guidelines for Public Policy Advocacy"
- Adopt Draft "SCCAN Process for Developing Annual Report Findings and Recommendations"

Appendix A



State Council on Child Abuse and Neglect (SCCAN)

The State Council on Child Abuse and Neglect is one of three citizen review panels (1) required by the Federal Child Abuse Prevention and Treatment Act (Title 42, Chapter 67, Subchapter I), known familiarly as CAPTA. The Maryland Legislature established SCCAN and elaborated on its Federal responsibilities in the Maryland Family Law Article (Section 5-7A).

Who we are

SCCAN consists of up to twenty-three members, most of whom are private citizens appointed by the Governor of Maryland, including representatives from professional and advocacy groups, private social service agencies, and the medical, law enforcement, education, and religious communities. At least two members must have personal experience with child abuse and neglect within their own families or have been clients of the child protective services system.

Nine members of SCCAN are designated representatives of their respective organizations including the Maryland Senate, Maryland House of Delegates, Department of Human Resources, Department of Health and Mental Hygiene, Department of Education, Department of Juvenile Services, Judicial Branch, State's Attorneys' Association and Maryland Chapter of the American Academy of Pediatrics.

What we do

What we do is defined in Federal and State law. CAPTA charges SCCAN and all citizen review panels "*to evaluate the extent to which State and local agencies are effectively discharging their child protection responsibilities*" (2) and to "*provide for public outreach and comment in order to assess the impact of current procedures and practices upon children and families in the community and in order to meet its obligations.*" (3) The Maryland Family Law Article reiterates the CAPTA requirements and specifically charges SCCAN to "*report and make recommendations annually to the Governor and the General Assembly on matters relating to the prevention, detection, prosecution, and treatment of child abuse and neglect, including policy and training needs*". (4)

Why we do it

Child abuse and neglect have known detrimental effects on the physical, psychological, cognitive, and behavioral development of children (National Research Council, 1993). These consequences range from minor to severe and include physical injuries, brain damage, chronic low self-esteem, problems with bonding and forming relationships, developmental delays, learning disorders, and aggressive behavior. Clinical conditions associated with abuse and neglect include depression, post-traumatic stress disorder, and conduct disorders.

Beyond the trauma inflicted on individual children, child maltreatment also has been linked with long-term, negative societal consequences such as low academic achievement, drug use, teen pregnancy, juvenile delinquency, and adult criminality (Widom, 1992; Kelly, Thornberry, and Smith, 1997). Further, these consequences cost society by expanding the need for mental health and substance abuse treatment programs, police and court interventions, correctional facilities, and public assistance programs, and by causing losses in productivity.

NOTES:

- 1) The other two panels are the Citizens' Review Board for Children and the State Child Fatality Review Team.
- 2) Section 5016a (c) (4) (A)
- 3) Section 5016a (c) (4) (C)
- 4) Section 5-7-09A (a)



State Council on Child Abuse and Neglect (SCCAN)

VISION STATEMENT

“All children in Maryland are loved, happy, safe, secure, healthy and nurtured by caring families and supportive communities.”

MISSION STATEMENT

“Since child abuse and neglect is a critical problem in Maryland requiring an urgent response, the State Council on Child Abuse and Neglect (SCCAN) shall promote the development and implementation of optimal strategies for detection, prevention, intervention and treatment.”

SCCAN shall encourage all Marylanders to become involved in efforts to ensure the well-being and safety of children.



State Council on Child Abuse and Neglect (SCCAN)

ORGANIZATIONAL HISTORY

For budgetary and administrative purposes, SCCAN had historically been part of the Governor's Office for Children, Youth, and Families (GOCYF). In the fall of 2005, the newly constituted Governor's Office for Children (GOC) no longer had the capacity to provide continued support for SCCAN activities. Based on an agreement between Maryland Department of Human Resources (DHR) Secretary Christopher McCabe and GOC Executive Director Arlene Lee, DHR assumed the administrative responsibility for SCCAN. Secretary McCabe assigned specific responsibility for staff support for SCCAN to the DHR Office of Planning and Performance.

During this same time, budgetary and administrative support for CJAC was transferred to the Governor's Office of Crime, Control, and Prevention (GOCCP).

Appendix B

AGENCY RESPONSE TO SCCAN's 2009 ANNUAL REPORT

While SCCAN has not received a written response to its' 2009 Annual Report, as required under CAPTA, the Department of Human Resources (DHR) has made the following contributions to the development of Maryland's Child Maltreatment Prevention Plan:

- ❖ Provided funding to hire a full-time Executive Director and to purchase supplies and equipment
- ❖ Contracted with the Citizens Review Board for Children, one of the three CAPTA Panels, to share office space with SCCAN; easing our joint responsibility to coordinate activities in order to avoid unnecessary duplication of effort.
- ❖ Contracted with Innovations Institute and the Ruth H. Young Center at the University of Maryland to perform an Environmental Scan to be used as the informational basis for the stakeholder planning process
- ❖ Committed CAPTA funds for supporting the planning process and writing the Plan

SCCAN and Maryland Law
Family Law Article

§ 5-7A-01.

- (a) There is a State Council on Child Abuse and Neglect.
- (b) The Council is part of the Office for Children, Youth, and Families for budgetary and administrative purposes.

§ 5-7A-02.

- (a) The Council consists of up to 23 members including:
 - (1) a Senator designated by the President of the Senate of Maryland;
 - (2) a Delegate designated by the Speaker of the Maryland House of Delegates;
 - (3) a representative of the Department of Human Resources, designated by the Secretary;
 - (4) a representative of the Department of Health and Mental Hygiene, designated by the Secretary;
 - (5) a representative of the Maryland State Department of Education, designated by the Superintendent;
 - (6) a representative of the Department of Juvenile Services, designated by the Secretary;
 - (7) a representative of the Judicial Branch, designated by the Chief Judge of the Maryland Court of Appeals;
 - (8) a representative of the State's Attorneys' Association, designated by the Association;
 - (9) a pediatrician with experience in diagnosing and treating injuries and child abuse and neglect, who shall be appointed by the Governor from a list submitted by the Maryland chapter of the American Academy of Pediatrics;
 - (10) members of the general public with interest or expertise in the prevention or treatment of child abuse and neglect who shall be appointed by the Governor and who shall include representatives from professional and advocacy groups, private social service agencies, and the medical, law enforcement, education, and religious communities; and
 - (11) at least two individuals who have personal experience with child abuse and neglect within their own families or who have been clients of the child protective services system who shall be appointed by the Governor.
- (b)
 - (1) The term of a member appointed under subsection (a) (9), (10), or (11) of this section is 3 years.
 - (2) An appointed member may serve up to two consecutive 3-year terms.
 - (3) This section does not affect the term of any person who is a member of the Governor's Council on Child Abuse and Neglect on July 1, 1999.
 - (4) In case of a vacancy, the Governor shall appoint a successor for the remainder of the unexpired term.
- (c) All other members of the Council shall continue in office so long as they hold the required qualification and designation specified in subsection (a)(1) through (8) of this section.

§ 5-7A-03.

The Governor shall select a chairperson from among the members of the Council.

§ 5-7A-04.

- (a) The Council shall meet not less than once every 3 months.
- (b) Members of the Council shall serve without compensation, but may be reimbursed for reasonable expenses incurred in the performance of their duties in accordance with the Standard State Travel Regulations and as provided in the State budget.
- (c) The Council may employ a staff in accordance with the State budget.

§ 5-7A-05.

- (a) The Council shall operate with three standing committees.
- (b) The Conference Committee shall be responsible for planning and implementing the Council's annual statewide conference on child abuse and neglect. It shall include representation from the public and private sectors.
- (c) The Legislative Committee shall be responsible for reviewing and making recommendations concerning legislation to improve the State's response to the problem of child abuse and neglect.
- (d) The Federal Children's Justice Act Committee is established in accordance with the requirements of the Federal Children's Justice Act, Public Law 100-294. It shall review and evaluate State investigative, administrative, and judicial handling of child abuse and neglect cases, and make policy and training recommendations to improve system response and intervention. The Committee shall include representatives of the State judiciary with criminal and civil trial court docket experience, law enforcement agencies, the Maryland Public Defender's Office, State's Attorneys, the Court Appointed Special Advocate (CASA) Program, health and mental health professions, child protective services programs, programs that serve children with disabilities, parent groups, and attorneys who represent children.
- (e) In addition to the three standing committees, the Council may establish other ad hoc committees as necessary to carry out the work of the Council.

§ 5-7A-06.

- (a) In addition to any duties set forth elsewhere, the Council shall, by examining the policies and procedures of State and local agencies and specific cases that the Council considers necessary to perform its duties under this section, evaluate the extent to which State and local agencies are effectively discharging their child protection responsibilities in accordance with:
 - (1) the State plan under 42 U.S.C. § 5106a (b);
 - (2) the child protection standards set forth in 42 U.S.C. § 5106a (b); and
 - (3) any other criteria that the Council considers important to ensure the protection of children, including:
 - (i) a review of the extent to which the State child protective services system is coordinated with the foster care and adoption program established under Part E of Title IV of the Social Security Act; and
 - (ii) a review of child fatalities and near fatalities.
- (b) The Council may request that a local citizens review panel established under § 5-539.2 of this title conduct a review under this section and report its findings to the Council.

(c) The Council shall coordinate its activities under this section with the State Citizens Review Board for Children, local citizens review panels, and the child fatality review teams in order to avoid unnecessary duplication of effort.

(d) The chairperson of the Council may designate members of the Children's Justice Act Committee as special members of the Council for the purpose of carrying out the duties set forth in this section.

§ 5-7A-07.

(a) The members and staff of the Council:

(1) may not disclose to any person or government official any identifying information about any specific child protection case about which the Council is provided information; and

(2) may make public other information unless prohibited by law.

(b) In addition to any other penalties provided by law, the Special Secretary for Children, Youth, and Families may impose on any person who violates subsection (a) of this section a civil penalty not exceeding \$500 for each violation.

§ 5-7A-08.

A unit of State or local government shall provide any information that the Council requests to carry out the Council's duties under § 5-7A-06 of this subtitle.

§ 5-7A-09.

(a) The Council shall report and make recommendations annually to the Governor and the General Assembly on matters relating to the prevention, detection, prosecution, and treatment of child abuse and neglect, including policy and training needs that require the attention and action of the Governor or the General Assembly.

(b) The Council shall annually prepare and make available to the public a report containing a summary of its activities under § 5-7A-05 of this subtitle.

Appendix D

SCCAN and CAPTA

SEC. 106. GRANTS TO STATES FOR CHILD ABUSE AND NEGLECT PREVENTION AND TREATMENT PROGRAMS [42 U.S.C. 5106a]

a. CITIZEN REVIEW PANELS.--

1. ESTABLISHMENT.--

A. IN GENERAL.--Except as provided in subparagraph (B), each State to which a grant is made under this section shall establish not less than 3 citizen review panels.

B. EXCEPTIONS.--

i. ESTABLISHMENT OF PANELS BY STATES RECEIVING

MINIMUM ALLOTMENT.--A State that receives the minimum allotment of \$175,000 under section 203(b) (1) (A) for a fiscal year shall establish not less than 1 citizen review panel.

ii. DESIGNATION OF EXISTING ENTITIES.--A State may designate as panels for purposes of this subsection one or more existing entities established under State or Federal law, such as child fatality panels or foster care review panels, if such entities have the capacity to satisfy the requirements of paragraph (4) and the State ensures that such entities will satisfy such requirements.

2. MEMBERSHIP.--Each panel established pursuant to paragraph (1) shall be composed of volunteer members who are broadly representative of the community, in which such panel is established, including members who have expertise in the prevention and treatment of child abuse and neglect.

3. MEETINGS.--Each panel established pursuant to paragraph (1) shall meet not less than once every 3 months.

4. FUNCTIONS.--

A. IN GENERAL.--Each panel established pursuant to paragraph (1) shall, by examining the policies and procedures of State and local agencies and where appropriate, specific cases, evaluate the extent to which the agencies are effectively discharging their child protection responsibilities in accordance with--

i. the State plan under subsection (b);

ii. the child protection standards set forth in subsection (b)²; and

iii. any other criteria that the panel considers important to ensure the protection of children, including--

I. a review of the extent to which the State child protective services system is coordinated with the foster care and adoption programs established under part E of title IV of the Social Security Act; and

II. a review of child fatalities and near fatalities (as defined in subsection (b) (4)).

B. CONFIDENTIALITY.--

- i. IN GENERAL.--The members and staff of a panel established under paragraph (1)--
 - I. shall not disclose to any person or government official any identifying information about any specific child protection case with respect to which the panel is provided information; and
 - II. shall not make public other information unless authorized by State statute.
 - ii. CIVIL SANCTIONS.--Each State that establishes a panel pursuant to paragraph (1) shall establish civil sanctions for a violation of clause (I).
5. STATE ASSISTANCE.--Each State that establishes a panel pursuant to paragraph (1)--
- A. shall provide the panel access to information on cases that the panel desires to review if such information is necessary for the panel to carry out its functions under paragraph (4); and
 - B. shall provide the panel, upon its request, staff assistance for the performance of the duties of the panel.
6. REPORTS.--Each panel established under paragraph (1) shall prepare and make available to the public, on an annual basis, a report containing a summary of the activities of the panel.

Appendix E

8 MEMBERS APPOINTED BY THE GOVERNOR

Name	Representing	Jurisdiction	Email	Term#/ Expires
Patricia K. Cronin (SCCAN Chair)	Executive Director The Family Tree	Baltimore County	pcronin@familytree.md.org	1 st term/ 6/30/2011
Alison J. D'Alessandro	Director, Office of Child and Youth Protection, Archdiocese of Baltimore	Baltimore County	adalessandro@archbalt.org	1 st term/ 6/30/2011
Robin Davenport	Executive Director, CASA of Talbot County, Inc.	Talbot County	rd@casaoftalbot.org	1 st term/ 6/30/2012
Pamela Holtzinger	Forensic Nurse Examiner SAFE Program Coordinator Washington County Hospital	Washington County	cenfne@aol.com Pam.Holtzinger@wchsys.org	1 st term/ 6/30/2012
Liliana Janssen-Checa	Healthy Families Program Manager, Prince George's Child Resource Ctr.	Prince George's County	ljanssen-checa@pgcrc.org	2 nd term/ 6/30/2011

Name	Representing	Jurisdiction	Email	Term#/ Expires
Scott D. Krugman,	Chairman of Pediatrics Franklin Square Hospital	Baltimore County	scott.krugman@medstar.net	2 nd term/ 6/30/2011
Adam C. Rosenberg,	Executive Director, Baltimore Child Abuse Center	Baltimore County	arosenberg@caci.org	1 st term/ 6/30/2011
Margaret Williams	Executive Director, Maryland Family Network	Baltimore City	mwilliams@friendsofthefamily.org	1st term/ 6.30/2011

7 CANDIDATES FOR APPOINTMENT BY THE GOVERNOR

Name	Representing	Jurisdiction	Email	Term#/ Expires
Aldene M. Ault	Chief of Child Health Services in the Maternal and Child Health Division of Prince George's County Health Department, RN, BSN	Prince George's County	amault@co.pg.md.us	
Jena K. Cochrane	Personal experience with the child protection system.	Anne Arundel County	jena_geb@verizon.net	
Samia E. Freeman	Personal experience with the child protection system.	Montgomery County	Samiyah22@yahoo.com	

Ernestine Holley	Educational Specialist, Baltimore City Public School System	Baltimore City	ErnHolley@aol.com	
Margaret L. Nusbaum	Frederick County Government Citizens Services Division, Frederick County, MD	Frederick County	Mnusbaum@FrederickCounty.md.gov	
Willie Ollie, Jr.	Deputy Sheriff, Frederick County Maryland, Minister United Methodist Church	Frederick County	Wollie@FrederickCounty.md.gov	
Allison West	Director of Child Abuse Prevention, St. Vincent's Center	Baltimore County	awest@catholiccharities-md.org	

**SPECIALLY DESIGNATED MEMBER OF
CHILDREN'S JUSTICE ACT COMMITTEE (CJAC)**

Name	Representing	Jurisdiction	Email
Anne Hoffman	Supervisor, Sexual Abuse Unit, Child Fatality Team, Montgomery County Department of Health & Human Service, Child Welfare Services	Montgomery County	Anne.hoffman@montgomerycountymd.gov

8 POSITIONS FILLED BY DESIGNATION OF THEIR ORGANIZATIONS

Name	Representing	Email
Steven K. Berry	Manager, In-Home Services, Social Services Administration Maryland Department of Human Resources	SBerry@dhr.state.md.us
Stephanie Porter	State's Attorney Association	sxporter@baltimorecountymd.gov
Susan K.C. McComas	Maryland House of Delegates	susan_mccomas@house.state.md.us
Ralph Jones	Director, Child Advocacy Unit, Maryland Department of Juvenile Services	jonesr@djs.state.md.us
Michael Dunston	Deputy Executive Director, Family Administration Administrative Office of the Courts	michael.dunston@mdcourts.gov
John McGinnis	Pupil Personnel Specialist, Maryland Department of Education	jmcginnis@msde.state.md.us
Joan Stine	Director, Center for Health Promotion Maryland Department of Health and Mental Hygiene	stinej@dhmh.state.md.us
VACANT	Maryland Senate	

SCCAN EXECUTIVE DIRECTOR

Name	Relevant Background	Phone	Email
Claudia Remington	Attorney, Mediator and CASA volunteer	410-585-2250 (o)	cremingt@dhr.state.md.us

Appendix F

**State Council on Child Abuse and Neglect (SCCAN)
The Judicial Training And Conference Center
2011 Commerce Park Drive (Upper Level Parking Lot)
Annapolis, Maryland 21401
Conference Room 2
January 7, 2010
1:00-3:00pm**

AGENDA

- 1. Welcome** **Pat Cronin**

Goals for the meeting:

 - Determine how the Shaken Baby/Abusive Head Trauma project fits with the Governor's Plan for Reducing Infant Mortality
 - Provide feedback in a "listening session" for the Governor's Plan to Reduce Violent Crimes Committed Against Women and Children
 - Update the FY 2010 Work Plan
 - Plan for coordinating SCCAN with other two CAPTA Panels

- 2. Plan for Reducing Infant Mortality** **Dr. Lee Woods**

- 3. Plan to Reduce Violence Against Women and Children** **Virginia Geckler**

- 4. Updates**
 - FY 2010 Work Plan
 - Full time staff for SCCAN

- 5. New SCCAN members**

- 6. Coordination with other CAPTA Panels**

Coming Events

**State Council on Child Abuse and Neglect (SCCAN)
The Judicial Training And Conference Center
2011 Commerce Park Drive (Upper Level Parking Lot)
Annapolis, Maryland 21401
Conference Room 2
March 4, 2010
1:00-3:00pm**

AGENDA

- | | |
|--|------------------------------|
| 7. Welcome/ Meeting Objectives | Pat Cronin |
| 8. MSDE Voluntary Health Education Curriculum | Brian Griffith |
| 9. Committee Reports | |
| • Partner Relations Committee | Pat Cronin |
| • Selection Committee | Ralph Jones |
| 10. Updates | |
| • Key informant interviews | Claudia Conroy
Joan Stine |
| • Fund raising | Pat Cronin |
| • FY 2010 Work Plan | Jim Witherspoon |
| • Full time staff for SCCAN | Jim Witherspoon |
| 11. Coming Events | |
| • Child Abuse Prevention Month (April 2010) | Pat Cronin |

**State Council on Child Abuse and Neglect (SCCAN)
Judicial Training and Conference Center
2011 Commerce Park Drive
Annapolis, Maryland 21401
Training Room 7 (Upper Level)
May 6, 2010
1:00-3:00pm**

AGENDA

- 1. Welcome** **Pat Cronin**
Meeting objectives:
 - Amend and/or approve 2009 Annual Report
 - Decide how to follow-up on issues raised at the March meeting
 - Decide on location, salary and benefits of staff

- 2. Committee Reports**
 - a) **Partner Relations Committee** **Pat Cronin**
 - b) **Selection Committee** **Ralph Jones**

- 3. 2009 SCCAN Annual Report** (For approval) **Jim Witherspoon**

- 4. Follow up on issues raised at March meeting** **Pat Cronin**
 - a) **Key informant notes** looking for similarities, disparities
 - b) **Finalize time line** to complete the effort with benchmarks and price tag
 - c) **Complete a short marketing piece** on the prevention plan as a strategy to improve child outcomes consistent with the governor's goals

- 5. Updates**
 - a) **Safe sleep/abusive head trauma initiative** **Scott Krugman**
 - b) **End Childhood Hunger Initiative** **Rosemary King-Johnston**

- 6. Issues needing to be addressed** **Jim Witherspoon**
 - a) **Staff office location options**
 - b) **Staff salary, benefits, travel and the budget**

Coming Events/Next Steps **Pat Cronin**

**State Council on Child Abuse and Neglect (SCCAN)
The Judicial Training And Conference Center
2011 Commerce Park Drive (Upper Level Parking Lot)
Annapolis, Maryland 21401
Training Room 5-6
July 1, 2010
1:00-3:00pm**

AGENDA

- 7. WELCOME & MEETING OBJECTIVES (5 minutes) Pat Cronin**
- 8. UPDATES & ROUTINE DECISIONS: (30 minutes)**
- a) Partner Relations Committee (5 minutes) Pat Cronin
Claudia Remington**
 - Budget Issues (7 minutes) Claudia Remington
Jim Witherspoon**
 - Prevention Plan**
 - Marketing piece (5 minutes) Pat Cronin**
 - Executive Order (5 minutes) Rosemary King Johnston**
 - Selection Committee (8 minutes) Ralph Jones**
- 9. COUNCIL FEEDBACK & DIRECTION: (30 minutes)
Facilitated by Claudia**
- Proposed SCCAN Member Commitment/Responsibilities**
 - Proposed Committee Structure**
 - Committee Assignment Preferences**
- 10. BRAINSTORM PURPOSE & GOALS: (40 minutes)
Facilitated by Claudia**
- CJAC RETREAT**
 - PURPOSE: Why are we having this retreat?**
 - GOALS: What do we want to accomplish at this retreat?**
 - PREVENTION PLAN RETREAT**
 - PURPOSE: Why are we having this retreat?**
 - GOALS: What do we want to accomplish at this retreat?**
- 5. CELEBRATE OUR ACCOMPLISHMENTS & ADJOURN (15 minutes)**



STATE COUNCIL ON CHILD ABUSE AND NEGLECT

**SCCAN Meeting
SCCAN-CJAC Retreat**

September 9, 2010

2:00-5:00 PM

Howard County Department of Social Services

AGENDA

SCCAN MEETING: 1:00-2:25 PM

Meeting Goals:

1. Begin to acquaint yourself with fellow Council Members and what personal/professional/system perspectives they each bring to the SCCAN table.
2. Orient members as to SCCAN Consensus Building Process, History, Committee Structure, Direction: status of Prevention Initiative, Committee Work Plan development
3. Distribute SCCAN Manuals (if available)

ACTIVITY	ACTION	RESPONSIBLE	TIME
Welcome		Claudia Remington	5 minutes
Minutes July 1, 2010	Consensus	Claudia Remington	5 minutes
Proposed Meeting Dates 2011	Approval	Claudia Remington	5 minutes
Exercise:			
<ul style="list-style-type: none"> ▪ Who is seated at the table? ▪ What personal/professional/system perspective do they bring? 	Consensus	Council Members	30 minutes
SCCAN 101			
<ul style="list-style-type: none"> ▪ Distribute SCCAN Manuals ▪ History ▪ SCCAN Consensus Building Etiquette ▪ Structure ▪ Current Direction ▪ Future Directions 	Share Information Q&A	Claudia Remington	45 minutes

AGENDA
SCCAN-CJAC RETREAT: 3:30-5:00 PM

1. Members gain clearer understanding of SCCAN CJAC connection, mandates and areas of overlap that are conducive to joint efforts.
2. Members choose an area around which to develop well researched, carefully thought out, and effectively presented joint recommendations for systems improvements.
3. Recruit SCCAN and CJAC volunteers to form Joint Committee for developing the recommendations.
4. Committee members decide on date for next meeting (location or conference call) to develop work plan for a joint project.

ACTIVITY	ACTION	RESPONSIBLE	TIME
I. WELCOME & INTRODUCTIONS	Group Exercise	Claudia Remington CJAC & SCCAN Members	15 minutes
II. SCCAN'S Mandate & current focus	Share Information	Claudia Remington	10 minutes
III. CJAC'S Mandate & current focus	Share Information	Jessica Winpigler	10 minutes
IV. The Overlap ▪ SUBSTANCE ▪ FUNCTIONS	Share Information	Claudia Remington	5 minutes
V. SCCAN & CJAC Joint Recommendations ▪ CJAC 3 Year Assessment Recommendations ▪ The Family Tree Stand for Children Judicial Training Kit Project invitation	Discussion Consensus on topic for joint project Volunteers to work on project Meeting Scheduled	CJAC & SCCAN Members Claudia facilitating Carolyn Finney	50 minutes (5 minutes of total)



**State Council on Child Abuse and Neglect (SCCAN)
Judiciary Education and Conference Center
2009D Commerce Park Drive
Lower Parking Lot
Training Room 3
(410) 260-3609**

**November 18, 2010
9:00 AM- 12:30 PM**

AGENDA

9:00	Coffee & “Catch Up”	All	30 minutes
9:30	Welcome, Opening and Introductions	Claudia	15 minutes
9:45	Introduction to film	Joan	5 minutes
9:50	Film: “Healing Neen”	All	55 minutes
10:45	Small group discussions	Lou	20 minutes
11:05	Feedback to larger group	Ramona	10 minutes
11:15	Knowledge and Skills Inventory	Lou	30 minutes
11:45	Review Proposed Prevention Plan Timeline; including planning groups & SCCAN’s role. Council feedback	Claudia	20 minutes
12:05	Steering Committee & Plan Leadership Team Informational Needs; Council feedback	Ramona	20 minutes
12:25	Next Steps & Adjourn	Claudia	5 minutes

Appendix G

**State Council on Child Abuse and Neglect (SCCAN)
Judiciary Education and Conference Center
January 7, 2010 Meeting Notes**

SCCAN Members:

Steve Berry
Pat Cronin, Chair
Alison D'Alessandro
Robin Davenport
Kaye Gibson
Liliana Janssen-Checa
Ralph Jones
Scott Krugman
Stephanie Porter
Claudia Remington
Adam Rosenberg
Sue Song
Joan Stine
Margaret Williams

Guests/partners:

Marina Finnegan, Governor's Office for Children (GOC)
Virginia Geckler, Governor's Office on Crime Control and Prevention (GOCCP)
Lynn Mumma, Department of Human Resources (DHR)
Lee Woods, Department of Health and Mental Hygiene (DHMH)

Staff:

Jim Witherspoon

Discussion/Comments/Proposals	Agreement /Consensus
<p>1. Welcome - Pat Cronin</p> <ul style="list-style-type: none"> ○ Called for consensus that the revised November meeting notes are accurate. <p>2. Goals for the meeting – Pat Cronin</p> <ul style="list-style-type: none"> ○ Determine how the Shaken Baby/Abusive Head Trauma project fits with the Governor's Plan for Reducing Infant Mortality ○ Provide feedback in a "listening session" for the Governor's Plan to Reduce Violent Crimes Committed Against Women and Children ○ Update the FY 2010 Work Plan ○ Plan for coordinating SCCAN with other two CAPTA Panels 	<p>November meeting notes are accurate with the edits shown on the attached revised notes.</p>
<p>3. Plan for reducing infant mortality - Lee Woods Dr. Woods presented a Power Point that is attached with these notes.</p> <ul style="list-style-type: none"> ○ Maryland infant mortality rate exceeds the national average. ○ There was a 37% drop in Maryland in the 	<p>SCCAN members offered the following comments and suggestions:</p> <ul style="list-style-type: none"> ○ Well-mobile clinics would reach more families, especially in rural areas where there is no public transportation. There are fewer available due to budget cuts.

Discussion/Comments/Proposals	Agreement /Consensus
<p>80's and 90's, but the trend flattened out in the last decade.</p> <ul style="list-style-type: none"> ○ In Maryland, 617 infants died in 2008; 2/3 of all child deaths are infant deaths. ○ Among child age groups, the number of murdered infants is second only to the number of murdered teens. ○ Black infants are 2 ½ times as likely as white infants to die of SIDS. ○ Birth spacing is high on the list of issues to raise with new parents, especially young parents. 	<ul style="list-style-type: none"> ○ There could be screening for potential child abuse during the pregnancy stage (Strategy 2) ○ What if she is not MA eligible? 80% of women served by Liliana's program are not MA eligible. ○ Some private insurers do not accept women for care until late into their pregnancy. ○ Strategy 3 is the perfect opportunity to screen for domestic violence and child abuse and to educate about shaken baby syndrome, safe sleep, nutrition, etc. ○ It's surprising that the care follows the mother. It should follow the child; even if the parents are illegal, the child is a citizen.
<p>4. Plan to Reduce Violence Against Women and Children - Virginia Geckler</p> <p>Virginia explained the process GOCCP is using to reach out / conduct listening session for comment on the State Plan. Virginia passed out the following questions:</p> <ul style="list-style-type: none"> ○ What projects is SCCAN already working on/committed to concerning the reduction of violence against children? ○ What is already working in Maryland to accomplish the reduction of violence against children? ○ Identify gaps and opportunities for improvement. ○ How can state agencies increase their capacity and /or performance? ○ Where could information-sharing be improved? ○ What legislative and/or regulatory reforms would make a difference? 	<p>SCCAN members offered the following comments and suggestions:</p> <ul style="list-style-type: none"> ○ We know how many <u>reports</u> of child abuse but Maryland does not have an integrated data system to track the <u>incidence</u> of child abuse; data systems do not talk to each other. ○ There is no statewide child abuse and neglect prevention plan; child abuse prevention does not seem to be on anyone's radar screen; no public service announcements, billboards, etc. ○ SCCAN has been laying the groundwork for a plan for several years now; we will provide the details for GOCCP on what has been developed so far. ○ There are too many silos among child-serving agencies; the Governor is good at busting silos. ○ "Fight Crime: Invest in Kids" is a good website that links child maltreatment and crime together. ○ There is a Children's Cabinet Memorandum of Agreement that DHR and DJS will share data on 4-B and 4-E children in their care; the purpose is to insure that duplicated services don't go to the same child. ○ What is the prevention part of the Plan to Reduce Violence Against Women and Children? ○ An important group from the medical perspective is "Child Abuse Medical Providers" (CHAMP) of which Scott Krugman is a member. ○ Need to speak with prosecutors; small jurisdictions do not have prosecutors with much experience in child abuse. ○ There is no data on how many are convicted /successfully prosecuted for child abuse. ○ Child Advocacy Centers (CACs) need video recording equipment and medical practitioners

Discussion/Comments/Proposals	Agreement /Consensus
	<p>who are expert in child abuse available to them.</p> <ul style="list-style-type: none"> ○ Child Protection Multi-Disciplinary Teams should be active and effective in every jurisdiction in Maryland. ○ Set up a meeting with Virginia Geckler or someone else at GOCCP as a key informant.
<p>5. Updates – Jim Witherspoon</p> <ul style="list-style-type: none"> ○ The FY 2010 Prevention Plan Work Plan showing the extension of timelines was presented and discussed. ○ There was considerable discussion around the timing of presenting the draft Executive Order for action by the Governor. 	<ul style="list-style-type: none"> ○ There was general consensus that the presented Work Plan was workable and desirable. ○ Marina Finnegan agreed to find out to what extent the Governor’s Office would require specific names to be attached to the description of the Leadership Team in the draft Executive Order.
<p>6. New SCCAN members – Pat Cronin</p> <ul style="list-style-type: none"> ○ Ralph Jones (Chair), Stephanie Porter and Margaret Williams have agreed to be the Selection Committee to recommend new SCCAN members for terms beginning July 2010. 	<p>Jim Witherspoon will coordinate a conference call / meeting with members to review priority needs and identify potential citizens for slots.</p>
<p>7. Coordination with other CAPTA Panels – Pat</p> <ul style="list-style-type: none"> ○ Steve Berry, Robin Davenport and Joan Stine have agreed to serve on a Coordinating Committee to coordinate activities and responsibilities between SCCAN and the other two CAPTA Panels – CRBC and the Child Fatality Review Team. Pat Cronin will chair the committee. 	<p>Jim Witherspoon will coordinate a conference call / meeting with members to identify initial activities that the three groups might share.</p>
<p>8. Coming Events-Adam Rosenberg</p> <p>The Family Tree plans to present to the Maryland Children Alliance its public awareness campaign entitled <i>Pinwheels for Prevention, part of Prevent Child Abuse America’s National Campaign in April</i>. This Campaign brands the pinwheel as the symbol of child abuse prevention; provides direct access to pinwheel design; promotes the development of community garden of pinwheels, and provides resources for families, press and sponsors. In addition, a microsite will be designed, Stand For Children, which will host the campaign materials. First Lady O’Malley will serve as the Campaign’s Honorary Chair.</p>	<p>Maryland Healthy Family Network and Maryland Family Network sites are invited to participate in the Pinwheel for Prevention Campaign.</p>
NEXT STEPS	
<ol style="list-style-type: none"> 1. The next SCCAN meeting is scheduled for 1:00-3:00 PM, Thursday, March 4, 2010 at a location to be determined. 2. Jim Witherspoon will assist the respective chairs in convening the Selection Committee and the Coordinating Committee. 3. Marina Finnegan will find out to what extent the Governor’s Office would require specific names to be attached to the description of the Leadership Team in the draft Executive Order. 4. Jim Witherspoon will contact Virginia Geckler at GOCCP and provide electronic versions of materials describing SCCAN’s work to date on the Child Maltreatment Prevention Plan. 	

Discussion/Comments/Proposals	Agreement /Consensus
5. Jim Witherspoon will coordinate the topic and presenter from MSDE for a future SCCAN meeting. 6. Set up a meeting with Virginia Geckler or someone else at GOCCP as a key informant. 7. Arrange for a presentation to SCCAN by someone from the Department of Education (MSDE)	

**State Council on Child Abuse and Neglect (SCCAN)
Judiciary Education and Conference Center
March 4, 2010 Meeting Notes**

SCCAN Members:

Steve Berry
Pat Cronin, Chair
Michael Dunstan (for Connie Kratovil-Lavelle)
Kaye Gibson
Ralph Jones
John McGinnis
Claudia Remington
Adam Rosenberg
Joan Stine
Margaret Williams

Guests/partners:

Marina Finnegan, Governor’s Office for Children (GOC)
Brain Griffith, MSDE, Voluntary Health Education Curriculum
Rosemary King Johnson, Governor’s Office for Children (GOC)

Discussion/Comments/Proposals	Agreement /Consensus
<p>1. Welcome - Pat Cronin</p> <ul style="list-style-type: none"> ○ Called for consensus of acceptance of January 7th meeting notes. ○ Ms Cronin regrettably noted that Sue Song recently resigned from her SCCAN seat and asked that each member thank her for past service when you see her. <p>2. Goals for the meeting – Pat Cronin</p> <ul style="list-style-type: none"> ○ Learn about MSDE’s prevention strategy in its health curriculum ○ Endorse or amend the Partner Relationship Committee’s strategy to coordinate with CJAC ○ Updates from Selection and Prevention Committees ○ Fund Raising Ideas for the Plan 	<p>January meeting notes accepted as written.</p>
<p>3. Abuse and Neglect in the Health Education State Curriculum Brain Griffith, Health Education Specialist reviewed MSDE’s curriculum and various other codes and standards such as the National health Education Standards whose indicators focus on healthy development of the ‘whole child’ and prevention of injury. The overall state framework provides for local control of how this curriculum is implemented in each school district. The power point is attached with these notes.</p>	<p>SCCAN members applauded the Curriculum, but also understood the limited hours dedicated to ‘whole child’ learning and impact of local control at the district level.</p>
<p>4. Partner Relations Committee Report Pat Cronin reported for the sub-committee(Jim, Robin Davenport, Steve Berry; Pat Cronin; C-</p>	<p>Consensus was reached re: the CJAC-SCCAN relationship:</p> <ul style="list-style-type: none"> ○ Communication: share minutes, reports, etc.

Discussion/Comments/Proposals	Agreement /Consensus
<p>JAC: Jeff Merson; Howard Davidson; Jessica Winpigler)</p> <ul style="list-style-type: none"> ○ CJAC wants to maintain its current CJAC/SCCAN relationship (CJAC a subcommittee of SCCAN); ○ Consider how CJAC & SCCAN can have regular communication–shared minutes & reports; location; shared members. ○ Consider adding CJAC members to the Selection Committee and search for and recruit candidates for membership on behalf of both groups. ○ Hold a joint CJAC/SCCAN session at least annually ○ Align recommendations; goals. 	<p>Selection Committee will seek a new member who will assume the responsibility of attending SCCAN. Serving as an liaison;</p> <ul style="list-style-type: none"> ○ Participating in a joint planning session with CJAC; ○ Align recommendations/goals. ○ An offshoot of this discussion concerned the role both SCCAN and CJAC re: public policy in the state/legislation. Council members discussed possible options to address its public policy role: 1) establish a sub-committee to accept this role; 2) recruit SCCAN member who has this interest and can assume some responsibility in this arena such as represent SCCAN on the Coalition to Protect Children, etc. 3) ask CJAC to assume this role. The group consensus seemed to rest with SCCAN remaining somewhat neutral regarding any specific legislation, but, rather strive to be the Governor’s “go-to Council” for advice and matters re: child protection/prevention.
<p>5. Selection Sub-Committee – Ralph Jones</p> <ul style="list-style-type: none"> ○ Mr. Jones reported for the Committee (Margaret Williams, Stephanie Porter) noting that there are 5 vacant positions on SCCAN including Sue Song. Committee Member Williams provided an excellent model to recruit new members. Members of the Sub-Committee will be contacting each SCCAN member seeking your nominations. 	<ul style="list-style-type: none"> ○ SCCAN members are prepared to make nominations to Selection Committee when approached.
<p>6. Key Informants – Claudia Remington</p> <ul style="list-style-type: none"> ○ Ms Conroy summarized the following interviews: Bonnie Birkel, DHMH; John McGinnis, MSDE; David Floyd, Adam Rosenberg. ○ Scheduled interviews include: Steve Berry; Alison D’Alessando; Melissa Brodowski. <p>7. Facilitating financial development efforts - Adam Rosenberg</p> <ul style="list-style-type: none"> ▪ Mr. Rosenberg indicated his interest in facilitating financial development efforts to support the prevention plan. ▪ Mr. Rosenberg presented info on SB796/HB1043 for Council’s information. 	<p>Council members considered the advantages of gathering additional data such is gathered in key interviews. There is some frustration of not moving forward, awaiting a SCCAN staff person. Could interim steps be taken now such as: 1) analyzing key informant notes looking for similarities, disparities; 2) hosting a day/portion of a day to complete a short marketing piece on the prevention plan as a strategy to improve child outcomes consistent with the governor’s goals; 3) Finalize time line to complete the effort with benchmarks and price tag?</p> <p>Council acknowledged the range of costs for plan preparation (very costly to using what you have and put together a document) ; in addition to the plan costs, are those related to an environmental scan of existing resources/gaps and building a state wide consensus as to how to move forward to avoid developing a plan on a shelf. There was not consensus as to how to move forward but the</p>

Discussion/Comments/Proposals	Agreement /Consensus
	<p>following was suggested:</p> <ul style="list-style-type: none"> ○ Completed MACRO application as this could support the outreach and consensus building piece; ○ Environmental scan likely can be supported by existing SCCAN dollars once a staff secured to oversee; ○ Developing a concept doc to present to private funders is an important next step; ○ Students may be a resource to assist in a time limited project; ○ Council members expressed some interest in pulling this together.

NEXT STEPS
<ol style="list-style-type: none"> 1. Key Interview Schedule: March 26: 11 AM – Stephanie Porter, 2 PM – Melissa Brodowski 2. Next SCCAN Meeting: May 6, 2010, 1- 3 PM

**State Council on Child Abuse and Neglect (SCCAN)
Judiciary Education and Conference Center
May 6, 2010 Meeting Notes**

SCCAN Members:

- Steve Berry
- Pat Cronin, Chair
- Alison D’Alessandro
- Robin Davenport
- Pam Holtzinger (by conference call)
- Ralph Jones
- Scott Krugman
- Stephanie Porter
- Claudia Remington
- Adam Rosenberg
- Joan Stine

Partners:

- Marina Finnegan, Governor’s Office for Children (GOC)
- Anne Hoffman, CJAC
- Rosemary King Johnson, Governor’s Office for Children (GOC)

Staff: Jim Witherspoon

Discussion/Comments/Proposals	Agreement /Consensus
<p>1. Welcome - Pat Cronin</p> <ul style="list-style-type: none"> ○ Showed the video “Awakenings” (view video at http://www.standforchildrenmd.org/about-the-campaign/video-clips/) ○ Introduced Anne Hoffman as representative of CJAC and liaison between the two groups. ○ Requested that meeting protocols be posted on the wall for all future meetings of the Council. ○ Requested approval of the March 4th meeting notes. ○ Raised the issue of Council member attendance and the need to fill vacant Council positions with members who will commit to attend meetings and actively participate. Subsequent discussion focused on the need for geographic, professional and ethnicity. Council members recruited from across the state may find that travel time to attend meetings is a challenge. ○ The Governor’s Appointments Office recently requested attendance reports from all SCCAN-like organizations. We anticipate the Governor’s office to notify members who have not met the requirement to attend 50% of scheduled meetings during the year. ○ SCCAN should also consider reaching out to the various regions of the State by meeting with leaders and/or holding community forums. Several purposes might be achieved, including recruiting new SCCAN members, raising 	<ul style="list-style-type: none"> ○ Staff will ensure that meeting protocols are posted at future meetings. ○ Council members had no additions or corrections to the meeting notes. ○ Staff will check into technology that allows audio and video conferencing for members to utilize from remote locations. ○ SCCAN members not meeting the 50% attendance requirement will be first personally contacted and asked whether they would recommend a replacement. In coordination with the Governor’s Office, the members will be asked to resign. ○ In the future, SCCAN will be more specific about expectations and have new members sign an agreement to that effect. Staff will also monitor attendance more closely and maintain continual contact with members whose attendance is slipping. ○ Vacant positions on the Council should be filled by September.

Discussion/Comments/Proposals	Agreement /Consensus
<p>awareness of SCANN and the issue of child abuse and neglect, and recruiting key informants and participation in the Prevention Plan process.</p> <p>2. Goals for the meeting – Pat Cronin</p> <ul style="list-style-type: none"> ○ Move forward on some of the issues from March. <ul style="list-style-type: none"> 1) SCCAN Staff 2) Marketing piece for the case for funding a Prevention Plan in Maryland 3) Time line for plan execution/ model prevention service and its financing. ○ Committee actions taken during this period ○ Schedule meetings with key partners. 	
<p>3. Partner Relations Committee Report - Pat</p> <ul style="list-style-type: none"> ○ Pat and Jim attended CJAC meeting in March. CJAC members agreed that SCCAN and CJAC should hold an annual joint meeting to encourage open dialogue between the two entities. Members also agreed that CJAC should have one member who attends SCCAN meetings, for which Anne Hoffman volunteered. ○ Pat and Jim conference called Jessica and agreed that the joint meeting should be scheduled for September. ○ SCCAN invited to State Infant Fatality Review - Annual Meeting in November 2010. 	<ul style="list-style-type: none"> ○ Suggest to CJAC that the joint meeting be held on September 2, 2010. ○ Continue to hold Council meetings on the first Thursday of the odd numbered months of the year ---1, 3, 5, 7, 9 and 11.
<p>4. Selection Committee Report – Ralph Jones</p> <ul style="list-style-type: none"> ○ Pat Cronin thanked the Selection Committee – Ralph Jones, Marina Finnegan and Steve Berry – for volunteering their time and energy to accomplish the critical task of interviewing and recommending the staff person for SCCAN. ○ Over 40 people responded to the position announcement. Most of these were judged by the Department of Budget and Management to be “Best qualified”. ○ DHR personnel staff contacted all “Best Qualified” by phone to determine their continued interest as some time had passed since they responded to the announcement. Twenty one of those contacted indicated they were interested in being interviewed. ○ Jim Witherspoon screened applications from the 21 and selected six that he considered the best candidates for interviews. ○ Ralph Jones reported that the Selection Committee would conduct the sixth and last interview on Friday and recommend their choice by the following Wednesday, May 12th. 	
<p>5. Follow up on March meeting issue: Review key informant notes looking for similarities, disparities</p> <ul style="list-style-type: none"> ○ Jim Witherspoon presented 3 summary documents of key informant comments and 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>suggestions for the Prevention Plan. The following comments were raised by (number in parentheses) key informants:</p> <ul style="list-style-type: none"> - Focus on primary prevention (2) - Decide on the scope of the plan, whether broad or narrow to be implemented more quickly (2) - The role of education is critical and should be emphasized (2) - Affordable and accessible child care is a crucial service for families (2) - The environmental scan should make use of health-related data (2) - Planning participants should include Rosemary King-Johnston, Governor’s wife and the Lt. Governor (2) <p>o Discussion followed on next steps in prevention planning, particularly the draft Executive Order. Some made the point that the draft should move forward in advance of the election, preferably by July.</p>	<ul style="list-style-type: none"> o Jim will forward the most recent draft to Rosemary and Marina so that the GOC attorney can review it and the Children’s Cabinet can endorse/sponsor it. o Rosemary will place the draft on the agenda of next the Children’s Cabinet meeting on May 27th, 10:00 AM to 12:00 noon.
<p>6. Follow up on March meeting issue: Finalize time line to complete the effort with benchmarks and price tag.</p>	
<p>7. Follow up on March meeting issue: Complete a short marketing piece on the prevention plan as a strategy to improve child outcomes consistent with the governor’s goals</p> <ul style="list-style-type: none"> o Pat requested participation by any SCCAN member interested in drafting a (3-page) marketing piece that will make the case for funding the Prevention Plan. Possible dates are June 1st or 2nd. o Claudia Remington and Joan Stine volunteered. Pat had already gotten a commitment from Margaret Williams. 	<ul style="list-style-type: none"> o Pat will follow-up with Claudia, Joan and Margaret and any other interested member to complete a case plan on June 2, noon to 5PM, place to be determined.
<p>8. Update: Sleep safety/abusive head trauma initiative - Scott Krugman</p> <ul style="list-style-type: none"> o The head of Med Star wants all of its nine hospitals (7 in Maryland) to participate in the abusive head trauma/sleep safety prevention project. o The challenge is to get buy-in and understanding from each hospital. o SCCAN should be involved, working with the Maryland Patient Safety Center. o Frame this as a new born safety issue- “keep child alive until first birthday”! o Rosemary suggested that she can make a consistent message on this subject part of future 	<ul style="list-style-type: none"> o SCCAN will recommend that evidenced-based practices on be sleep safety/preventing abusive head trauma be a consistent part of all home visiting programs. o Scott will draft the specific language of how the recommendation should read.

Discussion/Comments/Proposals	Agreement /Consensus
GOC contracts with home visiting providers.	
<p>9. Ending Childhood Hunger Initiative - Rosemary King-Johnston</p> <ul style="list-style-type: none"> ○ About 207 thousand children in Maryland do not have access to food they need. ○ In partnership with Share Our Strength, GOC has worked to expand the reach of summer meals programs, linking needy families to free meals for their children. ○ What can SCCAN members do to help? 	<p>SCCAN members and their organizations can disseminate information on the summer meals program via the hotline 1-877-731-9300 or MSDE website http://www.marylandpublicschools.org/MSDE/programs/schoolnutrition/sfsp2.htm</p>
<p>10. Staff office location options – Jim Witherspoon</p> <ul style="list-style-type: none"> ○ Options considered so far are The Family Tree on Charles Street and the Citizen’s Review Board for Children on Patterson Avenue. ○ Discussion followed on parking, furniture and equipment and support staff to answer phones, etc. 	<ul style="list-style-type: none"> ○ Consensus was to first consider The Family Tree and then The Family League of Baltimore.

NEXT STEPS
<ol style="list-style-type: none"> 1. Children’s Cabinet meeting to discuss draft Executive Order: May 27, 2010, 10:00 AM – 12:00 Noon at the Governor’s Office for Children. 2. Next SCCAN Meeting: July 1, 2010, 1:00- 3:00 PM at location to be determined.

**State Council on Child Abuse and Neglect (SCCAN)
Judiciary Education and Conference Center
July 1, 2010 Meeting Notes**

SCCAN Members:

Steve Berry
Pat Cronin, Chair
Alison D’Alessandro
Robin Davenport
Michael Dunston
Pam Holtzinger
Liliana Jansen-Checa
Ralph Jones
John McGinnis
Stephanie Porter
Adam Rosenberg
Joan Stine
Margaret Williams

Partners:

Anne Hoffman, CJAC
Shanda Crowder, Governor’s Office for Children (for Rosemary King Johnston)

Staff: Claudia Remington, Jim Witherspoon

Discussion/Comments/Proposals	Agreement /Consensus
<p>1. Welcome - Pat Cronin</p> <ul style="list-style-type: none"> ○ Pat introduced new SCCAN member Michael Duncan, Deputy Executive Director of the Family Administration, Administrative Office of the Courts and guest Shanda Crowder, Chief, Interagency Initiatives, GOC (sitting in for GOC Executive Director Rosemary King Johnson). ○ Pat welcomed Claudia Remington as the new Executive Director and full-time staff support for SCCAN. ○ Pat thanked the Selection Committee – Ralph Jones, Marina Finnegan and Steve Berry – for conducting a very thorough interview process that resulted in Claudia’s selection. ○ Pat thanked Jim Witherspoon for his past service as part-time staff support for SCCAN. <p>2. Objectives for the meeting – Pat Cronin</p> <ul style="list-style-type: none"> ○ Set the date for the Prevention Plan Retreat ○ Provide feedback and direction on: <ul style="list-style-type: none"> ○ SCCAN member responsibilities ○ Proposed committee structure ○ Committee assignment preferences ○ Brainstorm purposes and goals for: <ul style="list-style-type: none"> ○ SCCAN/CJAC Retreat ○ Prevention Plan Retreat ○ Celebrate our accomplishments 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>3. Partner Relations Committee – Pat Cronin Pat, Claudia and Jim met with CRBC Administrator Sabrena McAllister and Chair Nettie Anderson-Burrs on 6-8-10. Meeting notes were emailed to SCCAN members prior to the SCCAN meeting. Among the outcomes of the meeting were:</p> <ul style="list-style-type: none"> ○ Listing opportunities/options for improved coordination and cooperation between CRBC and SCCAN ○ Favorable reception by CRBC of the idea of sharing office space with SCCAN <p>Jim is working on getting formal approval from DHR for SCCAN’s office to be located at 4201 Patterson; along with a laptop, email address and blackberry for Claudia.</p>	
<p>4. Budget Issues – Jim Witherspoon Claudia, Steve Berry and Jim Witherspoon met with DHR Office of Budget and Finance staff on 6-16-10. Meeting notes were emailed to SCCAN members prior to the SCCAN meeting. Among the outcomes of the meeting were:</p> <ul style="list-style-type: none"> ○ Understanding that FY 2008 and FY 2009 CAPTA funds reserved for SCCAN are no longer available. ○ FY 2010 CAPTA funds reserved for SCCAN must be obligated by the end of the Federal fiscal year or 9-30-10. ○ The most expeditious way to obligate the funds would be through an inter-agency agreement. <p>There followed a discussion of whether some of the FY 2010 CAPTA funds should be used to cover one-time expenses such as a computer and Blackberry for Claudia.</p> <p>There are discretionary funds in the SCCAN FY 2011 budget that are now shown as paying for conferences might be used for the computer and Blackberry.</p>	<p>Pursue completion of an inter-agency agreement with the University of Maryland School of Social Work to conduct all or part of the environmental scan that will serve as the factual basis for drafting the child maltreatment prevention plan.</p> <p>Review the SCCAN budget to determine whether one-time expenses other than the environmental scan might be covered by FY 2010 CAPTA funds.</p> <p>When attending conferences, SCCAN members and staff should take the opportunity to distribute materials promoting and raising awareness of SCCAN and what it does. FY 2010 funds might be obligated to pay for promotional materials.</p>
<p>5. Prevention Plan – Pat Cronin</p> <ul style="list-style-type: none"> ○ Pat explained that a case statement for support of the prevention plan has been drafted and is under review. She thanked Adam, Claudia, Joan and Margaret for their great work in drafting the statement. ○ Shanda Crowder reported that the Children’s Cabinet received the draft prevention plan 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>Executive Order favorably. GOC staff put the draft into the appropriate format and added more specific language as to the Steering Committee and Leadership Team composition. The Children’s Cabinet will consider adoption of the Executive Order upon re-submission by SCCAN.</p>	
<p>6. Selection Committee Report – Ralph Jones</p> <ul style="list-style-type: none"> ○ Ralph noted that resumes of candidates for SCCAN and a candidate for CJAC were sent out to the Council in advance of this meeting. ○ The next step in the SCCAN member selection process will be to meet with the candidates and if appropriate, ask the candidates to put their names into consideration as a nominee. Ralph asked that at least 3 SCCAN (Council members and/or staff) participate in these discussions. ○ This step is described in the Selection Committee Procedures (2-18-10 draft) that was sent out to the Council in advance of this meeting. ○ Margaret Williams has been in contact with Ms. Samia Freeman and requests volunteers to join her in an interview of Ms. Freeman. ○ Alison stated that she had a conversation with State Senator Nancy Jacobs, who expressed interest in serving on SCCAN. It was pointed out that Senator Jacobs and current SCCAN member Delegate Susan McComas are from the same region in the State. ○ Adam suggested as a SCCAN member Delegate Norm Conway who is from the Eastern Shore. 	<ul style="list-style-type: none"> ○ There are no objections to any of the SCCAN candidates. Jim will advise Jessica Winpigler that SCCAN has endorsed Kristina E. Debye to be a member of CJAC. ○ Meet with the candidates as a group, if possible, with the exception of the candidates for vacancies to be filled by persons who have been consumers, who should be met with individually. Complete the interviews by the end of July. Fill the 6 vacant positions on the Council by the CJAC Retreat in September. ○ The second sentence in Step one of the draft Selection Committee Procedures, should be replaced/revised to say something like “initial contacts with potential candidates should ask whether the candidate is interested in working with the Council in <u>some</u> capacity that might at some point include membership”. ○ All SCCAN members and staff should be on the look-out for persons who might have an interest in helping SCCAN in some capacity. ○ Margaret will get back in touch with Claudia to arrange an interview with Ms. Freeman and to recruit another SCCAN member to participate. ○ Determine if there are advantages to SCCAN of having representatives from the Maryland Senate and House of Delegates represent geographically diverse constituencies. Pursuant to conclusions drawn, make appropriate contacts with Senator Jacobs and Delegate McComas. ○ SCCAN should be looking for allies in the Maryland Senate and House of Delegates who are willing to advocate for the adoption of SCCAN recommendations.
<p>7. Feedback and Direction – Proposed SCCAN Member Responsibilities – Claudia Remington Claudia referred to the document Draft SCCAN Member Responsibilities – FY 2011</p> <ul style="list-style-type: none"> ○ Who in the Governor’s Office receives the Annual Report and what do they do with it? 	<ul style="list-style-type: none"> ○ Determine who specifically receives the SCCAN Annual Report and what they do with

Discussion/Comments/Proposals	Agreement /Consensus
<p>Which legislative committees receive the Annual Report?</p> <ul style="list-style-type: none"> ○ There was discussion about required meeting attendance and the option to conference call. Pam described her call-in experience as not being able to hear some meeting participants. ○ In its early history, SCCAN considered reviewing individual child welfare cases, but this practice was never formally adopted. 	<p>it.</p> <ul style="list-style-type: none"> ○ Include in the responsibilities document the number of SCCAN meetings scheduled for the year. ○ Look into video conferencing technologies such as SKYPE. ○ Specify a minimum number of meetings attended in person and minimum number of conference call-ins. ○ Should not rule out a SCCAN responsibility for reviewing cases. However, it may be preferable for SCCAN to rely on case review information received from CRBC and the Child Fatality Review Team. ○ Consider including an individual responsibility to evaluate the effectiveness of SCCAN. Are meetings effective? ○ Not wanting to prolong the discussion, Margaret will submit her comments in writing to Claudia.
<p>8. Feedback and Direction – Proposed Committee Structure – Claudia Remington Claudia referred to the draft SCCAN Committee Structure sent out in advance of this meeting. She reproduced the structure on the wall with moveable cards representing committees. There were many suggestions/options considered in the discussion that followed:</p> <ul style="list-style-type: none"> ○ Select the chairs of each committee and allow the chairs to select their committee members. ○ Are there too many committees? 	<ul style="list-style-type: none"> ○ The consensus was that the Annual Report is a mechanism for communicating with partners and the public, and it should not be shown as subsuming subcommittees for prevention, detection, prosecution and treatment. ○ Re-design the SCCAN Committee Structure, possibly showing each committee under a heading of either “operations” or “program”. ○ There may be a need to consolidate/merge some committees.
<p>9. Feedback and Direction – Committee Assignment Preferences – Claudia Remington Claudia asked SCCAN members to sign up for their preference for serving on committees.</p>	<p>Prevention: Ralph Jones, Lilliana Janssen-Checa, Pam Holtzinger, Adam Rosenberg, Joan Stine, Margaret Williams, Alison D'Alessandro Detection: John McGinnis Prosecution: Adam Rosenberg, Stephanie Porter Treatment: (No volunteers) Governance: Ralph Jones Public Outreach: Robin Davenport, Michael Dunston, Pam Holtzinger, Adam Rosenberg Partner and Stakeholder Relations: Anne Hoffman, Michael Dunston, John McGinnis, Alison D'Alessandro</p>
<p>10. Brainstorm Purpose and Goals – CJAC and Prevention Plan Retreats – Claudia Remington</p> <ul style="list-style-type: none"> ○ Volunteers were requested to serve on a small group of SCCAN and CJAC members to plan details of the retreat with CJAC. 	<ul style="list-style-type: none"> ○ Partner & Stakeholder Relations Committee will assist Claudia in planning the SCCAN-CJAC Retreat.

Discussion/Comments/Proposals	Agreement /Consensus
<ul style="list-style-type: none"> ○ Concern was expressed that new SCCAN members may be completely lost if asked to participate in the retreat with CJAC. ○ Claudia asked members to write their ideas for the Retreats on flip charts located around the room. 	<ul style="list-style-type: none"> ○ Prevention Committee will assist Claudia in planning the Prevention Plan Retreat. ○ Pam Holtzinger and John McGinnis voiced their willingness to serve on a SCCAN/CJAC retreat planning committee. ○ Nominees should be asked to attend the CJAC and Prevention Plan Retreats as guests, with optional participation. It will take time for the Governor's Appointments Office to appoint new members; and it will take new members time to acclimate to SCCAN. ○ Consider scheduling regular SCCAN meetings during the months of September and November in addition to the Retreats. <p>SCCAN member comments for: CJAC Retreat Purpose:</p> <ul style="list-style-type: none"> ○ I think it is important to clarify what the relationship between SCCAN and CJAC should be and ensure it is linked to the statutes. <p>Prevention Plan Retreat Purpose:</p> <ul style="list-style-type: none"> ○ What are the priorities? ○ How do they relate to State reports? <p>Prevention Plan Goals:</p> <ul style="list-style-type: none"> ○ Timeline for completion ○ Specific responsibilities assigned to specific individuals ○ Budget for project through report dissemination
<p>11. Celebrate our accomplishments Claudia provided refreshments for SCCAN members for a post-meeting celebration.</p>	

NEXT STEPS
<ol style="list-style-type: none"> 1. The SCCAN/CJAC Retreat is scheduled for Thursday, September 9, 2:00-5:00 PM, at a location to be determined Children's 2. The next Children's Cabinet meeting at which the Prevention Plan Executive Order could be considered will be July 22, 2010. 3. The Prevention Plan Retreat will be scheduled for the morning of Thursday, November 18, 2010. 4. Jim will get formal approval for SCCAN to locate its' office at 4201 Patterson Avenue; along with a laptop (including SKYPE capabilities), email address and blackberry for Claudia. 5. Jim and Claudia will coordinate transition of SCCAN information and documents to new office. 6. Jim will follow up with Diane DePanfilis to pursue an inter-agency agreement with the University of Maryland School of Social Work to conduct all or part of the environmental scan. 7. Pat and Claudia will review the SCCAN budget to determine whether one-time expenses other than the environmental scan might be covered by FY 2010 CAPTA funds. 8. Jim will find out who specifically has received the SCCAN Annual Report and what they do with it. 9. Claudia will contact each SCCAN member to determine how she can support their optimal work on the Council. 10. Pat will make committee assignments and select a chair for each committee. 11. Claudia will schedule a meeting with Pat and the Governance Committee (and former Selection Committee) to finalize SCCAN Member Responsibilities document, to define criteria for strategically

NEXT STEPS

selecting SCCAN membership that reflects Maryland's diverse communities and to schedule potential SCCAN member interviews with the Committee.

- 12.** Claudia will attend CJAC meeting on July 8, 2010 from 3-5 p.m. to gather information re: CJAC's goals for the SCCAN-CJAC Retreat.
- 13.** Claudia will schedule a meeting with Pat and the Partner & Stakeholder Relations Committee. One purpose of the meeting will be to develop SCCAN's goals for the SCCAN-CJAC Retreat in September.
- 14.** Claudia will schedule a meeting with Pat and the Prevention Plan Committee. Pat Cronin and the Prevention Committee Chair will work with Claudia to develop the agenda for the meeting. One purpose of the meeting will be to set goals and priorities for the Prevention Plan Retreat in November.

**State Council on Child Abuse and Neglect (SCCAN)
Howard County Department of Social Services
September 9, 2010
SCCAN Meeting 2:00-3:30 PM
SCCAN CJAC Retreat 3:30-5:00 PM**

SCCAN Members/Candidates:

Steve Berry, Department of Human Resources, Social Services Administration
Aldene Ault, Prince George's County Health Department, Maternal and Child Health
Jena Cochrane, Parent, Lay Minister, Criminal Justice background
Alison D'Alessandro, Office of Child & Youth Protection, Archdioceses of Baltimore
Robin Davenport, CASA of Talbot County, Inc.
Anne Hoffman, Montgomery County Department of Health & Human Services
Ernestine Holley, Baltimore County Public Schools, Educational Specialist
Pam Holtzinger, Forensic Nurse (Examiner SAFE)
Ralph Jones, Department of Juvenile Services, Child Advocacy Unit
Scott Krugman, American Academy of Pediatrics
John McGinnis, MD State Department of Education, Student Family & School Support
Margaret L. Nusbaum, Frederick County Citizens Services
Stephanie Porter, MD State's Attorneys' Association
Joan Stine, Department of Health & Mental Hygiene, Center for Health Promotion
Allison West, St. Vincent's Center, Child Abuse Prevention
Margaret Williams, Maryland Family Network

CJAC Members:

Arnold Eby, Maryland Foster Parent Association
Howard Davidson, ABA Center on Children & the Law
Kristina Debye, Baltimore Co. Department of Social Services
Lt. Roland Denton, Howard County Police Department
David Diserod, Retired Det. Lt. Law Enforcement
Bernadette Irwin, Kennedy Krieger Institute
Kerry Hannon, Baltimore Child Abuse Center
Shawn Harrison, Baltimore City Community College
Anne Hoffman, Montgomery County Department of Health & Human Services
Ramesh Kasarabada, Legal Aid Bureau
Ed Kilcullen, Maryland CASA Association
Ellen Mugmon, Child Advocate
Keith Pion, Baltimore County State's Attorney's Office
Kimberly Selkirk, Charles County Sheriff's Department
Abyssinia Washington, Safe Shores, D.C. Child Advocacy Center

Partners:

Carolyn Finney, The Family Tree
Denise Wheeler, Citizens' Review Board for Children

SCCAN Staff:

Claudia Remington, SCCAN Executive Director

CJAC Staff:

Jessica Winpigler, CJAC Program Manager

Discussion/Comments/Proposals	Agreement /Consensus
<p>1. Welcome - Claudia Remington</p> <p>2. Goals for the meeting – Claudia Remington</p> <p>4. Begin to acquaint yourself with fellow Council Members and what personal/professional/system perspectives they each bring to the SCCAN table.</p> <p>5. Orient members as to SCCAN Consensus Building Process, History, Committee Structure, Direction: status of Prevention Initiative, Committee Work Plan development</p> <p>6. Distribute SCCAN Manuals (if available)</p> <p>3. Minutes Approval</p> <p>4. Proposed Meeting Dates 2011</p> <p>5. Committee Sign Up Sheet:</p> <p>Sign-up sheet was passed for new members to indicate their committee preferences.</p>	<p>Minutes approved</p> <p>Meeting dates for 2011 approved; meetings from 1-3; location TBD monthly</p> <p>PREVENTION COMMITTEE: Joan Stine, <i>Co-Chair</i> Margaret Williams, <i>Co-Chair</i> Aldene Ault Jena Cochrane Alison D’Alessandro Lilianna Janssen-Checa Ralph Jones Scott Krugman Willie Ollie Margaret Nusbaum Adam Rosenberg Allison West</p> <p>DETECTION: Scott Krugman, <i>Chair</i> Steve Berry Pam Holtzinger John McGinnis</p> <p>PROSECUTION: Stephanie Porter, <i>Chair</i> Robin Davenport Anne Hoffman Adam Rosenberg CJAC</p>

Discussion/Comments/Proposals	Agreement /Consensus
	<p>NOMINATIONS & GOVERNANCE: Ralph Jones, <i>Chair</i></p> <p>PUBLIC RELATIONS & OUTREACH: Alison D'Alessandro, <i>Chair</i> Adam Rosenberg, <i>Chair</i> Michael Dunston Anne Hoffman Pam Holtzinger John McGinnis</p>
<p>6. Exercise: Purpose: Getting to know fellow members & the perspectives they represent at the SCCAN table:</p> <ul style="list-style-type: none"> ▪ Who is seated at the table? ▪ What personal/ professional/system perspective do they bring? <p>Members asked/answered the following questions:</p> <ul style="list-style-type: none"> ○ Name ○ How long on the Council? ○ What /How did you get involved in the field of CAN? ○ What personal, community and/or systems perspectives do you bring to the table? ○ How do you see yourself contributing to the Council? ○ If you could magically choose to have one superpower.....what would it be? And why? 	
<p>7. SCCAN 101</p> <ul style="list-style-type: none"> ▪ Distribute SCCAN Manuals ▪ History ▪ SCCAN Consensus Building Etiquette ▪ Structure ▪ Current Direction ▪ Future Directions: Feedback: <p>Claudia related that, in interviews with individual members, she has received the following feedback: <i>Members would feel more engaged if they chose a specific, measureable, attainable, reasonable, tangible goal; developing a work plan, with specific delegated tasks for each member that could be achieved within the next year.</i></p>	

Discussion/Comments/Proposals	Agreement /Consensus
<p>8. SCCAN CJAC RETREAT: Welcome & Introductions: Members introduced themselves by name, position and one of the following personal/ professional/ systems perspectives they represent on SCCAN or CJAC: Education Community Law Enforcement Community Advocacy Community Parents and Community Members Private Social Service Agencies Health Community Government Agencies Legal Community</p>	
<p>9. Meeting Goals:</p> <ul style="list-style-type: none"> <i>a.</i> Members gain clearer understanding of SCCAN CJAC connection, mandates and areas of overlap that are conducive to joint efforts. <i>b.</i> Members choose an area around which to develop well researched, carefully thought out, and effectively presented joint recommendations for systems improvements. Feedback from SCCAN/CJAC Retreat Planning Group: Members want a tangible goal on which both groups can work on together: develop a work plan, with specific delegated tasks for each member, and the ability to achieve the goal within the next year. <i>c.</i> Recruit SCCAN and CJAC volunteers to form Joint Committee for developing the recommendations. <i>d.</i> Committee members decide on date for next meeting (location or conference call) to develop work plan for a joint project. 	
<p>10. CJAC's Mandate & current focus: Jessica Winpigler presented on CJAC's federal mandates (including 3-year assessment, NOFA, and purpose areas), as well as current areas of focus (see attached power point)</p>	

Discussion/Comments/Proposals	Agreement /Consensus
<p>11. SCCAN’S Mandate & current focus, SCCAN/CJAC Overlap: Claudia Remington presented on SCCAN’s federal and state mandates (see attached power point). Ms. Remington also presented on SCCAN’s mission and current focus on prevention. Areas of coordination and joint efforts for SCCAN and CJAC were highlighted.</p>	
<p>12. SCCAN & CJAC Joint Recommendations:</p> <ul style="list-style-type: none"> ▪ Joint SCCAN CJAC Retreat Planning Group Report: Anne Hoffman, the SCCAN-CJAC Liaison, reported that the Retreat Planning Group met on August 12. All agreed that this next portion of the meeting will be a discussion on how the 2 groups can engage in specific tasks that can influence decision-making at the state government level. The goals are to: lay the groundwork for a group of SCCAN and CJAC members to develop well-thought out and researched recommendations in the area of CAN, considering each SCCAN and CJAC’s focus areas. She noted that the Retreat Planning Group was enthusiastic about the invitation by the Family Tree for SCCAN & CJAC to participate in the creation of the Stand for Children, Judicial Training Kit. The project would respond to member feedback that SCCAN and CJAC choose a tangible goal on which the two groups can work together (developing a work plan, with specific delegated tasks for committee members, and with the ability to achieve the goal within the next year). In addition, the project was appealing to the planning group because there are built-in Champions from the Judiciary (Judges Hazlett and O’Malley) and many SCCAN/CJAC members have experiences to develop recommendations/materials for 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>format and content of the Judicial Training Kit. Ms. Hoffman further noted that Judge Hazlett was a dedicated former member of both CJAC and SCCAN; and responsible for bringing “Finding Words” training to Maryland.</p> <p>Claudia Remington noted that the project provided an opportunity to elaborate on the CJAC 3Year Assessment Recommendations under the section “Addressing Judicial and Courtroom Issues” and could also be considered a prevention intervention at the societal level of the public health model that is the basis of SCCAN’s proposed Maryland Child Maltreatment Prevention Plan.</p> <ul style="list-style-type: none"> • The Family Tree (TFT) Stand for Children Judicial Training Kit Project invitation---Carolyn Finney Ms. Carolyn Finney of The Family Tree presented on a new initiative- Stand for Children Judicial Training Kit. Ms. Finney invited all attendees to be a part of the planning and implementation process of this project that is being championed by Judge Katie O’Malley and Judge Sue Hazlett. She noted that TFT was in the process of doing an analysis of current training guides throughout Maryland and the rest of the country. 	
<p>13. Is this a project that you’d like SCCAN/CJAC to be involved in / everyone can live with? Or do we need to brainstorm other possibilities from the 3 Year Assessment?</p> <p>Ms. Davenport noted that it would be helpful to present this project to Chief Judge Bell at the next Child Welfare Summit in September.</p> <p>Mr. Kasarabada stated that CJAC has other areas/issues that could be addressed by both SCCAN and CJAC in addition to the judicial training kit. Mr. Davidson noted that these areas include: racial disparities in out-of-home placements, throw-away teens, closed-circuit tv’s in the courtroom, and the operation of CAC’s in collaboration with CPS to ensure efficiency and effectiveness. Ms. Mugmon also noted that a law enforcement training instrument has been proposed for several years.</p> <p>Other comments were that:</p> <ul style="list-style-type: none"> • After initial training, the need 	<p>Anne Hoffman, Howard Davidson Ellen Mugmon, Robin Davenport and Stephanie Porter said they would like to work on the project, as long as there was support for the project by the judiciary and the project itself was thoroughly developed, had multi-disciplinary content, and was multi-dimensional in format (including, but not limited to, bench cards, in-person interactive training, on-line training and information, written publication/s).</p>

Discussion/Comments/Proposals	Agreement /Consensus
<p>for on-going technical assistance and support will need to be addressed.</p> <ul style="list-style-type: none"> • One outcome of an in-person training is that judges may identify someone to call with non-case specific questions. <p>Some of the other issues that were raised were:</p> <ol style="list-style-type: none"> a. What would an optimal judicial training kit include? b. What would the goal/s of the kit be? c. What training resources already exist for the judiciary? In Maryland and other states? d. Who <i>must</i> be involved in the project for it to be successful? e. What community professional groups should be involved? f. For SCCAN/CJAC, what would their prospective roles be? 	
<p>14. Next Steps & Adjourn:</p>	<p>CJAC members will discuss the issues presented at today's meeting during their next meeting on November 10th, 2010 and let SCCAN know if, and how, they might like to work with SCCAN on the Judicial Training Kit and/or any of the other projects noted.</p>

NEXT STEPS
<ol style="list-style-type: none"> 1. All members will check their contact information in the SCCAN manual and send Claudia any corrections/additions. 2. All members who have not forwarded their bios and photos will send those to Claudia by the end of September for distribution to the Council and inclusion in the SCCAN manual. 3. Claudia will arrange for a meeting of the Prevention Committee in October with the goal of planning the Prevention Plan Retreat. 4. Claudia will arrange for a meeting of the Prosecution Committee in October to choose SCCAN Prosecution Committee goals and work plan for 2011.

**State Council on Child Abuse and Neglect (SCCAN)
 Judiciary Education and Conference Center
 November 18, 2010
 SCCAN Prevention Plan Retreat**

SCCAN Members/Candidates:

Pat Cronin, SCCAN Chair, The Family Tree
 Steve Berry, Department of Human Resources, Social Services Administration
 Jena Cochrane, Parent, Lay Minister, Criminal Justice background
 Alison D'Alessandro, Office of Child & Youth Protection, Archdioceses of Baltimore
 Pam Holtzinger, Forensic Nurse (Examiner SAFE)
 Liliana Janssen-Checa, Healthy Families Prince George's County
 Scott Krugman, American Academy of Pediatrics
 Margaret L. Nusbaum, Frederick County Citizens Services
 Stephanie Porter, MD State's Attorneys' Association
 Adam Rosenberg, Baltimore Child Abuse Center
 Joan Stine, Department of Health & Mental Hygiene, Center for Health Promotion
 Allison West, St. Vincent's Center, Child Abuse Prevention
 Margaret Williams, Maryland Family Network

Partners:

Shanda Crowder, Governor's Office for Children

Guests:

Kate Johnson, Christian Science Committee on Publications, Legislative and Media Contact

MACRO (Mediation & Conflict Resolution Office of Maryland) Facilitators:

Lou Gieszl, MACRO Deputy Director
 Ramona Buck, MACRO Public Policy Director

SCCAN Staff:

Claudia Remington, SCCAN Executive Director

Discussion/Comments/Proposals	Agreement /Consensus
<ol style="list-style-type: none"> 1. Welcome, Opening and Introductions 2. Goals for the meeting – Claudia <ol style="list-style-type: none"> a. “Healing Neen” as point of discussions for Council Knowledge (individual and systems) and Skills Inventory b. Complete Council Knowledge & Skills Inventory c. Review draft Prevention Plan Timeline; including Planning Groups & SCCAN's Role d. Review and give feedback to the Plan Leadership Team Informational Needs document. 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>3. Introduction to film</p> <p>Joan Stine introduced the documentary film “Healing Neen” and asked Council members to make note of the systems with which Neen came into contact throughout her life. How did each system help her or fail her? The question is asked not to point fingers at any one system, but rather to see how systems affect individuals, families, communities and societies. Joan, also, asked the Council to pay particular attention to how the film ties the ACE (Adverse Childhood Experiences) Study into Neen’s individual experiences (she scored 10 of 10 on the ACE questionnaire); and notes that the ACE Study is evidence of the correlation of child maltreatment to chronic disease and early death. Preventing child maltreatment would likely reduce the high human and economic cost of our most serious chronic diseases.</p> <p>Film synopsis: “After surviving a childhood of abuse and neglect, Tonier “Neen” Cain lived on the streets for two nightmarish decades, where she endured unrelenting violence, hunger and despair while racking up 66 criminal convictions related to her addiction. Incarcerated and pregnant in 2004, treatment for her lifetime of trauma offered her a way out...and up. Her story illustrates the consequences that untreated trauma has on individuals and society at-large, including mental health problems, addiction, homelessness and incarceration. Today, she is a nationally renowned speaker and educator on the devastation of trauma and the hope of recovery.” Neen emphasizes that many systems and well-meaning individuals offered her assistance along the way. The trauma-informed care she received from TAMAR’s program at the MD Correctional Institute for Women changed the question professionals were asking her from “What’s wrong with you?” to “What happened to you?” This approach helped her to heal, breaking the cycle of abuse and neglect for her fifth child (she lost her four other children to the system).</p>	
<p>4. Small group discussions</p> <p>The Council broke into four small groups to discuss the questions Joan Stine posed and individual reactions to the movie and its implications for child maltreatment prevention.</p>	

Discussion/Comments/Proposals	Agreement /Consensus
<p>5. Feedback to larger group</p> <p>Council members noted being saddened and overwhelmed by the film; and yet moved, inspired and hopeful on the other hand by “Neen’s” story and the possibilities for prevention (her last child was living and looked forward to a promising life.)</p> <p>Many people/systems touched Tonier Cain’s life and had an opportunity to prevent abuse/neglect:</p> <ul style="list-style-type: none"> Neighbors Family Schools Social Services Foster Care Court Father Law Enforcement Parole & probation Prosecutors Public Defenders Psychiatrists Psychiatric facilities Correctional facilities <p>Legislators should be made aware of the ACE Study and the once in a lifetime epidemiological numbers associated with it.</p>	<p>Send the link to the ACE Study; and the ACE test to Council members.</p>
<p>6. Knowledge and Skills Inventory</p> <p>On a large sheet of butcher block, Council members were asked write the knowledge (at individual, family, community and societal levels) and skills they had to share with the Prevention Plan Leadership Team to develop Maryland’s Child Maltreatment Prevention Plan. Comments were broken down into child development stages:</p> <p>“All children should be seen, heard, believed, loved and kept safe”</p> <p>Prenatal & Infancy: (0-3)</p> <ul style="list-style-type: none"> ➤ Prevention begins at conception. ➤ Prenatal care ➤ Parenting education classes ➤ Screening for substance abuse ➤ Education/Training for to ensure high quality child care providers essential. ➤ Home Visiting for all at risk parents ➤ Family Planning ➤ Adult Education, including ESOL (English for speakers of other languages) 	

Discussion/Comments/Proposals	Agreement /Consensus
<ul style="list-style-type: none"> ➤ Family support approach used by the Maryland Family Network. (These programs are not to scale and always fighting to survive!) ➤ Keep mother's thought upbeat, positive, free of fear, peaceful, embrace baby in loving thought. ➤ Teaching parents to love and nourish 0-K both physically and emotionally. ➤ Hospital Nursery AHT (Abusive Head Trauma) Prevention ➤ Post-partum depression screening ➤ Well child care ➤ Drug-exposed newborn safety ➤ Feed me, hold me, talk to me, change my diaper, love me! ➤ Early identification of developmental problems. ➤ Early Childhood Education (ECE), Family Services Coordinators (FSCs), Head Starts, <p>Pre-school: (3-Kindergarten)</p> <ul style="list-style-type: none"> ➤ Early identification of developmental problems. ➤ Brain development education to parents and teachers. ➤ Early Childhood Education (ECE), Family Services Coordinators (FSCs), Head Starts, ➤ Role of the community ➤ Safety, security, comfort ➤ Parenting education on injury prevention, well-child care, early intervention services. ➤ Parents taught to be steady, trusting, supportive of early education ➤ Inner mind training and trauma treatment needed for parents ➤ Let me try, use my words, feed me, love me, clothe me. ➤ SILO BUSTING ➤ Systems working together ➤ Education in social skills, kindness, gentleness, forgiveness ➤ Early Childhood Mental Health initiatives ➤ Societal education on evolution of knowledge re: child development and brain science. <p>Elementary School Age: (5-10)</p> <ul style="list-style-type: none"> ➤ Schools should teach: child development, life skills, healthy physical, emotional and sexual 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>development to: administrators, teachers, staff, parents, volunteers, children to: create a community that knows what warning signs/risks to look for <i>and</i> how to respond to unhealthy/risky behaviors.</p> <ul style="list-style-type: none"> ➤ Trauma-informed mental health care for children in foster care (What happened to you? Vs. behavioral modification therapy (something is wrong with you and we need to change you.). ➤ Well child care and teacher education. ➤ Acceptance of those different in all areas of living experience. ➤ Good parenting; breaking the cycle which begins with me. ➤ Accessibility of services ➤ Culturally competent services ➤ Help others understand. ➤ PBIS (Positive Behavioral Interventions & Services) ➤ Comprehensive intervention and investigation ➤ After School Programs ➤ Healthy adults in lives of children ➤ Professional Education: Informing adults of professional responsibilities: reporting & confidentiality ➤ Basic “safety planning” ➤ Public Awareness campaigns ➤ Public awareness of high costs to society of lack of support to children and families ➤ Community focused programs/Market of one approach ➤ Dispelling system myths ➤ Web-based strategies ➤ Teach me about self-esteem & accepting how to fail and try again, so I can learn ➤ Advocacy to public, within systems (DOJ & Criminal Justice), and to legislature <p>Pre-teens/Teens:</p> <ul style="list-style-type: none"> ➤ After school programs ➤ Teach kids: parenting skills, coping with crying, family planning ➤ Education on boundaries for adults and children. ➤ DIVA’s teen training groups (self defense for teen girls) ➤ Prevention of teen dating violence ➤ Kinship (relative) care giver support groups ➤ Information and Research-Safe Haven 	

Discussion/Comments/Proposals	Agreement /Consensus
<p>Program</p> <ul style="list-style-type: none"> ➤ Care Management Entities: waiver services to keep youth in the community ➤ Violence prevention ➤ Youth development activities ➤ Bullying prevention ➤ Teach conflict resolution and mediation skills to students and adults. ➤ Collaboration building between systems ➤ Trust child to follow through on earlier lessons taught in home and in dealing with life experiences. ➤ Older adults: resources & education ➤ Parent leadership: consensus decision-making, crying baby strategies for SBS (Shaken Baby Syndrome) ➤ Family Support Centers: teach career and job readiness skills <p>General:</p> <ul style="list-style-type: none"> ➤ Maryland Family Network—for parents—no matter what age—but lots of adolescents—leadership development, parenting education, child care & education about what is good care---and lots more ➤ States’ Attorneys Offices: put parents in jail as “protection”. Need research and development or what works most effectively to protect children on the education to jail spectrum. ➤ Public Awareness campaigns that focus on “Child abuse and neglect is preventable”; there are effective evidenced-based approaches that will resuscitate individuals, families, communities and our society as a whole. The costs of child maltreatment are too great and we cannot afford (both in human and economic terms) to ignore the increasing knowledge and evidence we’ve gained. ➤ Interdisciplinary professional training around trauma-informed care and systems. 	
<p>7. Review Proposed Prevention Plan Timeline; including planning groups & SCCAN’s role. Council feedback</p> <p>Claudia passed out the “Maryland Child Maltreatment Plan: Organizational Relationships</p>	<p>Council members will review “Maryland Child Maltreatment Plan: Organizational Relationships and Roles” document and the Timeline and get back to Claudia and the Prevention Committee with</p>

Discussion/Comments/Proposals	Agreement /Consensus
<p>and Roles” document. SCCAN’s role as a catalyst for developing the Plan and a co-convenor with Permanent Public & Private Organizations: GOC, Children’s Cabinet agencies, UM, SSW, etc. and the Key Informants the Prevention Committee has been interviewing for input into the scope of the Plan. Along with the other organizations and key informants, SCCAN has been and continues to play a Convening Role, which includes:</p> <ul style="list-style-type: none"> • Identify & recruit stakeholders • Design a constructive process • Define critical roles • Determine the information needs of the stakeholders • Establish a management structure • Finding resources <p>The Planning Groups will be the Plan Steering Committee, which will guide the process and charge the workgroups; and, the Plan Leadership Team which will approve the content and recommendations of the Plan. The Plan Work Groups will be composed of members of the Plan Leadership Team and will focus on one specific area of prevention.</p> <p>SCCAN will have input in the planning process through its Chair, who will Chair the Plan Steering Committee. In addition, some SCCAN members will serve on the Plan Leadership Team and Work Groups.</p> <p>Claudia had sent out the Planning Work Groups that other states formed. In its convening role, and through its Chair, as Chair of the Plan Steering Committee, SCCAN should propose a list of Work Groups for Steering Committee consideration.</p> <p>Claudia passed out and explained the draft timeline *See attached draft timeline Color code for actions taken/to be taken on the Timeline: Purple: identify and recruit partners & stakeholders Blue: design a constructive process, define critical roles, establish the management structure Yellow: Determine [and provide for] the information need of the stakeholders Green: developing the resources for the environmental scan and planning process</p>	<p>questions/concerns.</p>

Discussion/Comments/Proposals	Agreement /Consensus
<p>8. Steering Committee & Plan Leadership Team Informational Needs; Council feedback</p> <p>Claudia noted that another way SCCAN members could provide input to the Prevention Plan process is by suggesting content information that each Steering Committee member and Plan Leadership Team member should have going into the plan development process, i.e., remembering that the planning groups will be multi-disciplinary (teachers, parents, youth, judges, social workers, law enforcement, lawyers, doctors, researchers) and not bring the same background information to the table “What does each stakeholder need to know in order to make good decisions?”</p> <p>The Environmental Scan will be materials available to the Plan Steering Committee and Plan Leadership Team for analysis; there may be other materials in other formats that the group will need.</p> <p>Council members noted that Tonier Cain would be a phenomenal key-note speaker at the Prevention Plan Leadership Team Retreat to kick-off the Prevention Planning development. She seemed adept at engaging multi-disciplinary folks.</p> <p>Joan Gillese at the National Center for Trauma-Informed Care used to work at DHMH and may be a good resource, also.</p> <p>Brenda Smith, the Warden, at the Maryland Correctional Institute for Women might be another MD resource.</p> <p>Information about the ACE Study should be provided to Plan Leadership Team,</p> <p>Council members were to add additional suggestions for information to be provided to Plan Leadership Team to the form handed out; either before leaving the Retreat or on an ongoing basis. No suggestions were passed in to Claudia.</p>	<p>Council Members will review the informational needs documents and contact Claudia with suggestions for Plan Leadership Team Informational Needs.</p> <p>Claudia will forward the Program Advisory Series to Council Members as an example of what was prepared for Plan Leadership Team members in North Carolina. Council members will review the materials—not for detailed analysis--but with an eye toward what written resources, other than the Environmental Scan, Maryland stakeholders will need.</p>

NEXT STEPS

1. Claudia to send the link to the ACE Study; and the ACE test to Council members.
2. The Prevention Committee will review Work Groups that other states used in their planning process and make recommendations for Maryland's Work Groups. Claudia will forward the Work Group list to the Prevention Committee members again.
3. Council members were to give further consideration to the basis of information that all Plan Leadership Team members would need to know in order to make good decisions. The Prevention Committee will compile the suggestions at their next meeting.
4. At future SCCAN meetings, we will explore possible topics, speakers that might present information to the Steering Committee and Plan Leadership Team. The Prevention Committee will plan for speakers at SCCAN meetings that may be potential speakers for Steering Committee and Plan Leadership Team Prevention Plan Retreat/ Kick-off.
5. Claudia will forward the North Carolina Advisory Series for Council review.
6. The Prevention Committee will review/edit/fill in the blanks of the Executive Order developed by the Governor's Office for Children (GOC) and forward it to GOC.

Appendix H



State Council on Child Abuse and Neglect (SCCAN)

SCCAN **SCHEDULE OF MEETING DATES 2011**

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Thursday, January 6	1:00-3:00 PM	St. Vincent's Center, Timonium
Thursday, March 3	1:00-3:00 PM	MD General Assembly: Judiciary Committee Hearing
Thursday, May 5	1:00-4:00 PM	University of Maryland School of School of Social Work,
Thursday, July 7	1:00-3:00 PM	TBD
Thursday, September 1	1:00-3:00 PM	TBD
Thursday, November 3	1:00-300 PM	TBD

Appendix I



State Council on Child Abuse and Neglect (SCCAN) Key Informant List

Name	Organization	Title	Date Interviewed
Howard Dubowitz, M.D.	Center for Child Protection University of Maryland Medical System	Director, Professor of Pediatrics	10/9/2009
Diane DePanfilis, PhD	UM, Ruth H. Young Center for Families and Children	Associate Dean, Director	10/14/2009
Richard Barth, PhD	UM, School of Social Work	Dean	10/15/2009
Margaret Williams	Maryland Family Network	Executive Director	10/27/2009
Scott Krugman, M.D.	Franklin Square Hospital	Chairman of Pediatrics	10/29/2009
Charlie Cooper	Citizens' Review Board for Children	Director, Retired	11/19/2010
Larry Wissow, M.D.	Johns Hopkins, Department of Health, Behavior, and Society, Bloomberg School of Public Health	Professor, Child Psychiatrist	11/19/2010
David W. Lloyd	Family Advocacy Program U.S. Department of Defense Office of the Deputy Under-Secretary (Personnel and Readiness/Military Community and Family Policy)	Director	1/13/2010
Bonnie Birkel	Center for Maternal and Child Health Department of Health and Mental Hygiene	Director	1/27/2010

Name	Organization	Title	Date Interviewed
Adam Rosenberg	Baltimore Child Abuse Center	Executive Director	1/27/2010
John McGinnis	Maryland State Department of Education	Pupil Personnel Specialist	3/4/2010
Steve Berry	Maryland Department of Human Resources, Social Services Administration	Manager, In-Home Services	3/9/2010
Alison D'Alessandro	Office of Child and Youth Protection, Archdiocese of Baltimore	Director	3/18/2010
Melissa Lim Brodowski, M.S.W., M.P.H.	U.S. Department of Health & Human Services, Administration for Children & Families, Children's Bureau, Office of Child Abuse and Neglect	Federal Project Officer	3/26/2010
Stephanie Porter	State's Attorney Association	Assistant State's Attorney, Baltimore County	3/26/2010
Mitch Mirviss	Venable, LLP	Partner	6/11/2010
Rosemary King Johnston	Governor's Office for Children	Executive Director	10/29/2010
Shanda Crowder	Governor's Office for Children	Chief, Interagency Initiatives	10/29/2010
Carnitra White, M.S.W.	Department of Human Resources, Social Services	Executive Director	11/15/2010
Debbie Ramelmeier	Department of Human Resources, Social Services Administration	Director for Children and Family Services	11/15/2010
Rev. Dr. Mankekolo Mahlangu-Ngcobo	Coppin State University	Adjunct Professor	1/18/2011
Anne Hoffman, LCSW-C	Montgomery County Department of Social Services		2/4/2011

Name	Organization	Title	Date Interviewed
Al Zachik, M.D.	Department of Health and Mental Hygiene	Director, Child & Adolescent Services	2/7/2011
Carlo C. DiClemente, PhD	Department of Psychology, University of Maryland	Professor and Chair	2/23/2011
Philip J. Leaf, PhD	Johns Hopkins Bloomberg School of Public Health	Director, Center for the Prevention of Youth Violence	2/28/2011
Andrea Gielen, PhD	Johns Hopkins Bloomberg School of Public Health	Director, Center for Injury Research and Policy	3/31/2011
Linda Heisner, M.S.W.	Heisner, LLC Consulting	Human Services, Education Public Policy Consultant, Former DHR, Director for Children and Family Services	3/31/2011
Sabrina McAllister, M.S.W.	Citizens Review Board for Children	Administrator/Director	6/17/2011
Melissa Rock, J.D.	Advocates for Children and Youth	Child Welfare Director	6/17/2011
Rhonda Lipkin, J.D.	Public Justice Center	Lead Attorney, Educational Stability Project	6/17/2011



State Council on Child Abuse and Neglect (SCCAN) SCCAN Member Duties & Responsibilities

DUTIES AND RESPONSIBILITIES OF SCCAN:

➤ **PREPARE ANNUAL REPORT:**

- *The Council shall, by examining the policies and procedures of State and local agencies and specific cases that the Council considers necessary to perform its duties under this section, evaluate the extent to which State and local agencies are effectively discharging their child protection responsibilities.*
- *Report and make recommendations no less than annually to the Governor and the General Assembly on matters relating to the prevention, detection, assessment, prosecution and treatment of child abuse and neglect, including policy and training needs that require the attention and action of the Governor of the General Assembly.*
- *Annually prepare and make available to the public a report containing a summary of its activities.*

➤ **PROVIDE FOR PUBLIC OUTREACH & COMMENT:**

- *The Council shall provide for public outreach and comment in order to assess the impact of current procedures and practices upon children and families in the community and in order to meet its obligations.*

➤ **COORDINATE WITH CRBC & CFRT:**

- *The Council shall coordinate its activities under this section with the State Citizens Review Board for Children, local citizens review panels, and the child fatality review teams in order to avoid unnecessary duplication of effort.*

Duties and Responsibilities of Individual SCCAN Members:

- Complete initial orientation.
- Attend and participate in all scheduled Council meetings. Notify the Chair or Staff in advance of expected absence from scheduled meetings. Attendance at a minimum of half of all scheduled Council meetings is required for continued membership.
- Come to each Council and committee meeting prepared by reading and studying all materials and completing any assignments prior to the meeting.



State Council on Child Abuse and Neglect (SCCAN) SCCAN Member Duties & Responsibilities

- Fulfill consensus decision-making responsibilities as laid out in “SCCAN Etiquette for Consensus Building”.
- Serve on at least one standing or ad hoc committee of SCCAN.
- Assist in the compilation of an annual report by serving on either, the PREVENTION, DETECTION, PROSECUTION, or TREATMENT annual report subcommittees; and by gathering information, analyzing that information with colleagues and generating recommendations for the annual report.
- Attend and participate in all scheduled committee meetings. Notify the Chair or Staff in advance of expected absence from scheduled meetings. Attendance at a minimum of half of all scheduled committee and subcommittee meetings is required for continued membership.
- Attend and participate in annual Council planning or education retreat.
- Participate regularly in public outreach and advocacy activities of SCCAN. Act as an ambassador in communities, both private and professional, as an effective advocate for SCCAN recommendations.
- Disclose for exemption any employment, professional relationships or other interests that may pose a conflict with their service on the Council.
- Not disclose to any person or government official any identifying information about any specific child protection case about which the Council is provided information.

TERMS OF OFFICE:

- Fifteen members are appointed by the Governor and may serve up to two consecutive 3-year terms. In case of a vacancy, the Governor shall appoint a successor for the remainder of the unexpired term.
- The remaining eight members are designated by their respective organizations and may hold office so long as they hold the required designation.



State Council on Child Abuse and Neglect (SCCAN) Council Leadership Development Procedures

Recognizing that candidates will come into the process at various points, the SCCAN has agreed that, ideally, the process should follow this course:

1. SCCAN members notify the Executive Director of promising candidates for SCCAN membership. At this stage of the process, conversation with the prospective member centers on their interest in providing input to SCCAN. Any conversation about SCCAN membership will take place during the Step #4 meeting.
2. The Executive Director gathers information about the candidate and the Executive Committee discusses how the possible candidate might fit with current recruitment goals. Even if the candidate is found to be not appropriate in terms of current recruitment goals, the Committee may elect to continue this process through Step #5, and then hold the candidate's name until there is an appropriate opening.
3. Assuming that the Executive Committee members are in agreement that the candidate is a good prospect for SCCAN, the name is emailed to members of the full Council for input.
4. Assuming no objections or concerns surfaced in response to the email, SCCAN members who know the candidate and staff (optimally, at least three Council and staff total) meet with the prospective candidate and, if appropriate, ask the candidate to put his/her name into consideration as a nominee.
5. The Executive Committee nominates the candidate at a meeting of the full Council. By this time, most if not all Council members have had ample opportunity to consider this person's nomination, and the vote should be unanimous in favor of the nominee.
6. The SCCAN-endorsed nominee's name and resume are submitted to the DHR Secretary for her/his endorsement. The Secretary then forwards the nomination, including resume and completed CV Form to the Secretary of Appointments in the Governor's Office.
7. The final step in the process is receipt by the nominee of an appointment letter signed by the Governor.



State Council on Child Abuse and Neglect (SCCAN) Council Leadership Development Procedures

8. All the above Steps 1 through 6 are completed if there is a vacant position on the Council that needs to be filled. If a candidate is recommended when there are currently no vacant positions on the Council for which this candidate would be appropriate, then Steps 1 through 5 would be completed and the nominee's name held until there is an appropriate opening.



State Council on Child Abuse and Neglect (SCCAN) Criteria for Membership Recruitment & Endorsement

PERSONAL QUALITIES

- Willingness to commit time to Council meetings, committee meetings, planning sessions, special events
- Open-minded/willingness to explore other viewpoints/perspectives
- Sensitivity to cultural, ethnic and economic diversity
- Genuine concern and compassion for those involved in the child protection system. An understanding of /willingness to learn and understand the dynamics of domestic violence
- Team player-works well in a group
- Works constructively
- Creative
- Self-starter
- Listens well
- Thoughtful in considering issues
- Eager to learn
- Willingness to follow “SCCAN Etiquette for Consensus Building”

AGGREGATE DIVERSITY ON THE COUNCIL

- Age
- Ethnicity
- Gender
- Geography
- Professional/Personal Experience
- Race
- Skill sets

PERSONAL/PROFESSIONAL EXPERIENCE

Council membership may include, but is not limited to:

- Business and corporate representatives
- Child Advocates and guardians *ad litem*
- Clergy and representatives from communities of faith
- Community leaders/activists
- Concerned community members
- Domestic violence/Family violence advocates
- Educators: teachers, counselors and school administrators
- Foster parents
- Health professionals: doctors, nurses, nurse practitioners, etc.



State Council on Child Abuse and Neglect (SCCAN) Criteria for Membership Recruitment & Endorsement

- Law enforcement
- Legal professionals: lawyers, judges, court service workers, etc.
- Media advisors
- Mental health professionals
- Mentally or physically disabled persons advocates
- Non-profit administrators
- Parent representatives
- Public health workers
- Social workers
- Substance abuse professionals

SKILL SETS:

- Access to Financial Resources
- Community Organizing
- Connections to Diverse Communities
- Data collection & analysis expertise
- Facilitation & Conflict Resolution Skills
- Finance & Accounting Expertise
- Frontline perspectives: social workers, law enforcement, medical professionals, teachers, CASAs
- Fundraising
- Grassroots Organizing
- Grant writing skills
- Influential Champions of CAN Prevention
- Knowledge the cross-connections between substance abuse and child maltreatment
- Knowledge of Economics as it applies to Poverty and CAN
- Knowledge of Federal Government as it relates to CAN
- Knowledge of State Government as it relates to CAN:
 - Executive
 - Legislative
 - Judiciary
- Knowledge of Local Government and/or Local Management Boards
- Legislative experience
- Long Range Planning
- Marketing & Public Relations skills
- Media Relations skills
- Political connections
- Research skills
- Results Accountability Expertise
- Significant Financial Resources
- Technology



State Council on Child Abuse and Neglect (SCCAN)

SCCAN ETIQUETTE for CONSENSUS BUILDING¹

Governing Interactions between Participants

1. **Only one person will speak at a time** and no one will interrupt when another person is speaking.
2. Each person agrees to candidly identify **the interests of the constituency she represents**.
3. Each person will **express his own views**, rather than speaking for others at the table or attributing motives to them.
4. Each person will **avoid grandstanding** (i.e., making extended comments or asking repeated questions), so that everyone has a fair chance to speak and to contribute.
5. **No one will make personal attacks**. Participants agree to challenge ideas, not people. If a personal attack is made the chair will ask the participants to refrain from personal attacks. If personal attacks continue, the chair may ask the group to take a break to “cool off.”
6. Each person will make every effort to **stay on track with the agenda** and to move the deliberations forward.
7. Each person will seek to **focus on the merits of what is being said**, making a good faith effort to understand the concerns of others. Clarifying questions are encouraged; rhetorical questions and disparaging comments are discouraged.
8. Each person will seek to follow a **“no surprises”** rule – voicing her concerns whenever they arise. In this way, no one will be taken off-guard late in the deliberations when someone suddenly raises an objection.
9. Each person will seek to **identify options or proposals that represent common ground**, without glossing over or minimizing legitimate disagreements. Each participant agrees to do his best to take account of the interests of the group as a whole.
10. Each person **reserves the right to disagree** with any proposal and **accepts responsibility for offering alternatives** that accommodate her interests as well as the interests of others.
11. Each person agrees to **keep the constituencies he or she represents informed** about the issues and options under discussion and to **seek their input and advice on any recommendations** that emerge.
12. Each person will **speak to the media about only his own views**. No member will speak on behalf of other participants or the group as a whole.

¹ Lawrence E. Susskind and Jeffrey L. Cruikshank, *Breaking Robert's Rules*, Appendix B (Oxford University Press 2006).



State Council on Child Abuse and Neglect (SCCAN)

SCCAN ETIQUETTE for CONSENSUS BUILDING

Governing Group Decision Making

1. Each person agrees to fully and consistently **participate in the process unless that person withdraws**. If participants are thinking of withdrawing, they agree to explain their reasons for doing so and to give the others a chance to accommodate their concerns.
2. **Consensus is reached** when the participants agree that they can “live with” the package being proposed. Some participants may not agree completely with every feature of the package as proposed, but they do not disagree enough to warrant opposition to the whole package.
3. The following scale will be used periodically by the chair to test whether consensus has been reached. **Using straw votes**, participants would express their level of comfort and commitment by indicating:
 - a. Wholeheartedly agree
 - b. Good idea
 - c. Supportive
 - d. Reservations – would like to talk
 - e. Serious concerns – must talk
 - f. Cannot be part of the decision – must block it
4. If the stakeholder **representatives cannot reach consensus**, they agree to document the agreements they have reached, clarify the reasons for disagreeing, and indicate how the remaining disagreements might be resolved.
5. The participants will consider their “**fallback**” option if no agreement can be reached, including mechanisms that provide incentives for the participants to continue trying to reach agreement. Fallback options include:
 - a. identifying issues requiring further research and suspending deliberations until that research has been completed;
 - b. agreeing to switch to a super-majority voting rule (e.g., something like a 75-percent or 80-percent majority would be required);
 - c. seeking a recommendation from an independent expert regarding possible ways of resolving their remaining disagreements. This might provide a “reality check” that encourages one or more parties to come back to the table with more realistic expectations;
 - d. including a minority report;
 - e. letting an authorized decision maker impose a decision.

When I approach a child, he inspires in me two sentiments; tenderness for what he is, and respect for what he may become.

~Louis Pasteur



Children are the living messages we
send to a time we will not see.

~John W. Whitehead

