

Children's Services Council
PROGRAM REVIEW COMMITTEE MEETING MINUTES

June 25, 2015 - 4:45 p.m.

1. Call to Order

Vice-Chair Weber called the meeting to order at 4:45 p.m.

Present: Thomas Bean, Vince Goodman, Kathleen Kroll, Gregory Langowski, Tom Lynch (by phone), Dennis Miles, Tom Weber.

Vice-Chair Weber introduced Adam Hasner, Board Chair of the Early Learning Coalition of Palm Beach County. Mr. Hasner stated that, on behalf of the Board of the Early Learning Coalition, he would like to thank the Council for the partnership and all the support it provides. He stated that, in large part due to CSC's support, the Early Learning Coalition (ELC) was able to provide services to 8,000 additional children in Palm Beach County. He stated that the local commitment in Palm Beach County separated and distinguished the Early Learning Coalition of Palm Beach County from other counties' ELCs. He stated that as part of the transition of bringing in-house both eligibility and verification services they had been able to add an additional 60 employees to the ELC staff, and further cost-savings would be evident. He stated that they would not have been able to expand without the help of CSC, and ELC truly appreciated the partnership. Mr. Hasner thanked the Council for all CSC does, not only for ELC, but for the entire community and the entire county. Vice-Chair Weber thanked Mr. Hasner for the work of the ELC in Palm Beach County.

2. Minutes of May 28, 2015 PRC Meeting

A motion by Langowski/Goodman to approve the Minutes of the May 28, 2015 Program Review Committee Meeting was approved by unanimous vote.

Tom Sheehan, General Counsel, stated that Council member Tom Lynch was participating in the meeting by phone.

3. A. Consent Agenda:

- a) Additions, Deletions, Substitutions
- b) Items to be Pulled from Consent Agenda – No Agenda Items were pulled for discussion purposes
- c) Adoption of Consent Agenda and Walk-In Warrants List

A motion by Goodman/Bean to approve the Consent Agenda and walk-in Warrants list was approved by unanimous vote.

- 1. Warrants List-Program Reimbursements – Approved by Consent
- 2. Agency Certification Name Change – Approved by Consent

3. Resolution #15-019 Authorizing Computer Inventory Management and Replacement Initiative with Nonprofits First – Approved by Consent
4. Authorizing a Revision to Resolution #12-004 Repurposing Program Under Expenditures to Early Learning Coalition (ELC) Slots and/or to Summer Camp Scholarships – Approved by Consent
5. Resolution #15-020 and Exhibit “A” Authorizing Increased Program Allocations – Approved by Consent

B. Business Agenda

1. Resolution #15-021 Authorizing Additional Funding to Prevention Partnerships for Children, Inc. for Strong Minds Tiered Reimbursement

A motion by Goodman/Bean to approve Resolution #15-021 and Exhibit “A” authorizing the Chief Executive Officer to enter into the necessary agreements to increase Allocations as outlined in Exhibit “A” for the period June 25, 2015 through September 30, 2015 was approved by unanimous vote.

C. Investing for Results Update

1. CPPA Midyear Update – Debra Gotlib, Director of Program Performance

Debra Gotlib, Director of Program Performance stated that the Program department presented on the Comprehensive Program Performance Assessment (CPPA) mid-year through the contract and at the end of the contract year. She stated that the CPPA is the assessment tool that CSC uses to gauge program and contractual fidelity, as well as contractual outcomes. She stated that the mid-year check was to ensure that programs were functioning as they should, and, if not, the programs had time to make corrections so that by year-end they were implementing a program with fidelity and achieving their outcomes.

Ms. Gotlib stated that the year-end CPPA was more comprehensive because it looked at programmatic outcomes which were (for the most part) CSC’s goals. She stated that in order to promote access to real-time data for CPPA measurement they used the Healthy Beginnings Data System (HBDS). She stated that the Business Analytics and Information Technology teams had, for more than a year, been developing reports in HBDS. She stated that for nearly all the programs which entered data into HBDS they currently had a report for every single contract measure to measure fidelity contained within their contract. She stated that there should not be any surprises to Providers, they should know the results of their CPPA before CSC even reported it to them, because they had the ability to look up every contract measure with the corresponding HBDS report.

Ms. Gotlib stated that she had reviewed the utilization report for HBDS and it had been used more than 6,500 times in the month of June alone. She stated that Providers were using the reports, and Program Officers were also using them.

Ms. Gotlib stated that there were 32 programs that they had reviewed in CPPA and the results for mid-year 14/15 showed that:

- 28 programs had landed “in the green” with a score of 90% or above
- 4 programs were “in the yellow” with a score of 75% to 89%
- 2 of the 4 programs “in the yellow” were programs that would close effective September 30, 2015.

Ms. Gotlib stated that the 2 programs that were closing were not closing due to CPPA results, but because the mental health system had been redesigned, an RFP had been issued, and a new agency was selected to provide these services. Of the other two programs “in the yellow”, one low score was due to a data issue with data not being entered, which had already been corrected. She stated that the final agency “in the yellow” was placed on a level one performance improvement plan to address fidelity issues. She stated that the agency had been aware of the issue and had notified their program officer in advance of receiving their CPPA report. She stated that the improvement plan was due to CSC mid-July, and it is hoped that they will meet that contract measure by the end of the program year.

Ms. Gotlib outlined that there had been no agencies that had landed “in the red” (a score below 75%) for the mid-year assessment. She compared the 2014/15 mid-year to the previous year and stated that the previous year they had reviewed 32 programs. She stated that in the previous year there had been 26 out of 32 in the green, with 6 programs in the yellow. Of the six programs in the yellow the previous year, only one of the programs was in the yellow again during the current mid-year assessment. She stated that the program in question was one of the mental health programs which would be closing down by contract year-end.

Ms. Gotlib concluded by stating that the year-end results for CPPA would be presented to the Council in January, 2016.

D. System of Care Update – N/A

E. Evaluations – N/A

F. Presentations – N/A

4. Adjournment

The meeting was adjourned at 4:54 p.m.