**Florida Children and Youth Cabinet Technology Workgroup Meeting**

**Friday, December 16, 2016**

3:00 p.m. – 5:00 p.m.

Florida Department of Children and Families Headquarters, Building 1, Room #132

1317 Winewood Blvd., Tallahassee, Florida

**Meeting Summary**

Note: The following is a summary of the highlights of the proceedings and is not intended to be construed as a transcript. To obtain meeting materials, please visit [www.flgov.com/childrens- cabinet.](http://www.flgov.com/childrens-cabinet)

**Attendance Summary**

**Florida Children and Youth Cabinet Technology Workgroup members in attendance:**

* Chair Victoria Zepp
* Marc Slager, Department of Children & Families
* Joe Wright, Department of Health

**Guests via Phone:**

* Geoff Fulcher, Department of Juvenile Justice
* Sandy Neidert, Office of State Courts Administrator
* Greg Ramsey, Guardian ad Litem
* Deborah Stevens, Agency for State Technology

**Staff in Attendance:** Meeting Start Time: 3:03 p.m.

* Lindsey Perkins Zander Meeting End Time: 4:00p.m.

**Proceedings**

**Call to Order and Welcome**

Chair Victoria Zepp called the Florida Children and Youth Cabinet Technology Workgroup meeting to order and welcomed everyone in attendance.

The roll was called by Chair Zepp and a quorum was confirmed.

**Qualtrics Logic Electronic Data Interface/Exchange Inventory Status**

Chair Zepp reviewed the minutes of the last meeting. Dr. Patty Babcock has left the Florida Institute for Child Welfare; the new Director is Dr. Jessica Pryce. Dr. Babcock is still waiting on Qualtrics data from a number of agencies. McKenna Woods will be taking over collection for Dr. Babcock and she will be reaching out to agencies individually.

Chair Zepp would like to know of any researchers at the state agencies because different agencies can provide different intel. Marc Slager of the Department of Children and Families (DCF) said he is not aware of a single researcher; they are spread throughout the agency. Joe Wright of the Department of Health (DOH) explained that his agency is set up the same way.

**Children & Youth Cabinet Meeting/Policy Impact Committee Update:**

Chair Zepp shared with the Technology Workgroup what the Policy Impact Committee of the Children and Youth Cabinet is currently working on. Sandy Neidert of the State Courts Administrator explained that a group called the State Multiagency Team was formed due to the Memorandum of Understanding (MOU) Agreement created by the Children and Youth Cabinet. The Team was tasked to look at the headline indicators and select three to five priorities of focus. The First 1000 days was voted on and agreed upon unanimously by the Cabinet members. A subgroup of the State Multiagency Team shared these recommendations with the Policy Impact Committee and most of the recommendations were accepted, and presented at the last Cabinet meeting. Cabinet members will be providing their individual edits and comments to the Headline Indicators at the January ad hoc meeting.

The Policy Impact Committee also selected six priorities for the 2017 Legislative Session. Four are from the First 1000 days Initiative and include:

* Percentage of low birthweight babies born in Florida
* Percentage of Eligible children, under four years of age, not in school readiness or Early Head Start
* Percentage of Children, under four years of age, living at or below 200 percent of the federal poverty level
* Children who are under 12 at first arrest
* Percent of victims of verified maltreatment who were not subjects of subsequent reports with verified maltreatment within 6 months
* Percentage of infants and toddlers without health insurance. (There is data for under six years of age)

Chair Zepp explained that the indicators and focus of the Annie E. Casey Foundation headline indicators are consistent with the goals and the intentions of the Cabinet, therefore the Policy Impact committee decided that the headline indicators were a good resource to use.

Another topic of discussion at the last Cabinet meeting was to have a website where all of our reports, research, data, aggregated data, etc. is available for the public to access on children’s issues, ages zero to three. They would like to have this data dashboard for all state agencies.

Chair Zepp announced that Maureen Olson of the Agency for State Technology (AST) will be moving out-of-state. Maureen was the head of the standards subgroup which has held one informational meeting but no action items. The meeting focused on some efforts that AST is taking around data interchange, as well as the state of master data management and what effort it would take to solve issues in that area. Deborah Stevens of AST said they are working on getting a Chief Data Officer at the Department.

**\*\*Action Item #1:** **Workgroup Members to send any policy issues to Lindsey Zander to present to the Cabinet for their support.**

Deborah informed the Workgroup that Erin Choy of AST is drafting some language to give to the Workgroup.

**\*\*Action Item #2: Chair Zepp will follow up with Erin Choy on that language.**

Chair Zepp mentioned the Workgroup Charter and said once we go through the policy piece, we will then come back and look at indicators and determine next steps at the next meeting. At a later meeting, the Workgroup will discuss a data dashboard. Chair Zepp would like to have the Institute for Child Welfare assist with the dash board to identify what is relevant data.

Joe Wright asked if the next Technology Workgroup meeting will be after the Children and Youth Cabinet ad hoc meeting, and if they will discuss the recommendations and the focuses. Chair Zepp said that was correct. She explained her vision for the website which would be more user-friendly, include infographics, and everything relating to children. Joe asked if the Cabinet will discuss the webpage and believes the agency heads should be able to identify the correct people within their agency to assist. It will likely be a part of the Governor’s website, like it currently is. Marc asked if the Workgroup will be tasked to create the portal. Chair Zepp said they will be tasked with designing it - to provide a full profile, existing research already being done, access to data people are looking at, and community based projects and programs to get involved in. To have a profile snap shot for children and youth in the state of Florida. Joe suggested the website provide guidance to direct the public where to go to find certain kinds of data within the state (which state agencies to look to). Chair Zepp said another focus of the Cabinet is to be funded – an agency would take on the responsibility of maintaining the website.

The January meeting will set the Workgroup’s scope. Chair Zepp asked Deborah to take the lead on the Charter and she agreed to assist as much as she is able to.

At the next full Cabinet meeting, Chair Zepp would like someone from Technology Workgroup to present what they have been working on. She would also like to present what is happening within the different agencies and what they are working on.

Marc mentioned the Adoption in Foster Care Analysis and Reporting System (AFCAR) – a federal reporting requirement for children in care within the child welfare system. A new rule has been published and other agencies may be affected by this rule. DCF must report to the feds on children in care which will focus resources on the evolution of that rule. It may cause information to come together like the Children and Youth Cabinet is currently working towards. DCF takes federal funding that invokes that rule, so they must report that data.

**\*\*Action Item #3: Lindsey to locate the final rule.**

**Public Comment**

No members of the public wished to speak.

**Adjournment**

Chair Zepp announced that the next meeting date will be **January 27, 2017**. With no other business and an announcement that meeting minutes and action steps from the current meeting will be provided, the meeting was adjourned at: 4:00p.m.