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

**Thursday, June 23rd, 2016**

3:00 p.m. – 5:00 p.m.

Betty Easley Conference Center, Room #180

4075 Esplanade Way, 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 Vangalis Zepp, Florida Children and Youth Cabinet Member
* Melanie May, Office of Early Learning
* Dawn Creamer, Department of Education
* Marc Slager, Department of Children and Families
* Geoff Fulcher, Department of Juvenile

Justice

* Joe Wright, Department of Health
* Chappella Riggins, Agency for Persons with Disabilities
* Greg Ramsey, Guardian ad Litem

Guests in attendance:

* Maureen Olson, Agency for State Technology
* Deborah Stevens, Agency for State Technology

Guests via Phone:

* Scott Ward, Agency for Health Care Administration
* Sue Gallagher, Children’s Services Council
* Christine Klima, Children’s Services Council
* Carl Dasse, Children’s Services Council

Staff in attendance:

* Lindsey Perkins

Meeting Start Time: 3:00 p.m.

Meeting End Time: 5:03 p.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.

Chair Zepp reviewed the minutes of the last meeting.

**Action item #1: A historical copy of where all the documents are at, a link to the Children and Youth Cabinet Technology Workgroup website and Dr. Babcock’s contact information will be provided to the workgroup members.**

Chair Zepp explained the Sunshine Law and requested that if anyone in the Technology Workgroup had information to share with her, to go through Lindsey Perkins, Executive Director of the Children and Youth Cabinet.

**Review “Draft” Workgroup Charter**

Chair Zepp went over the Workgroup Charter including the identification of both short term and long term goals. Short term goals are to focus on identifying databases that pertain to the Suicide Prevention Task Force because the Taskforce will be heavily reliant upon technology and data resources from the workgroup. Chair Zepp also suggested that the workgroup map what their priorities are to the full Cabinet’s aligned priorities. The other short term goal is to focus on opportunities to pilot a local integrated data system in Broward County because their priorities align with the Technology Workgroup’s headline indicators.

**Presentation by Sue Gallagher: Opportunities to Pilot a Local Integrated Data System in Broward County**

Sue Gallagher of the Children’s Services Council of Broward County gave a presentation on Opportunities to Pilot a Local Integrated Data System in Broward County. The CSC of Broward County signed an agreement with the Federal Department of Education for a performance partnership pilot (P3) which is an initiative to demonstrate the value of administrative flexibility in order to blend and braid funding and to provide services to kids that they need holistically. She discussed the existing CSC data sharing agreements, and offered to provide information to the workgroup.

Chair Zepp wanted to know why the CSC of Broward County is pulling cases manually. Sue Gallagher stated that the CSC has a web-based data system that their providers enter information into, such as: demographic data, service data and outcome data. When a family has closed, then they take the list of family names and dates-of-birth and go into the Florida Safe Families Network (FSFN) system months later to see if there has been a verified report. The CSC of Broward has not been able to get a data sharing agreement in place with the Department of Children and Families (DCF) in order to automate that. Marc Slager of DCF wanted to know how FSFN access can give more information. Sue Gallagher explained that it is a model that connects the children with the appropriate services and measures the outcome. Chair Zepp wanted to know who would own this data information to insure the tax payer investment is protected. Sue Gallagher said the CSC of Broward does not need to own the data information; they would just be a partner in building it.

**Action Item #2: Organize Sub-workgroup to research national standards and best practices with support from technical team in DC.**

Chair Zepp asked if a clearing house was still important to everyone in the workgroup. The workgroup decided that it would be a big undertaking and would experience accuracy issues. Maureen Olson of the Agency for State Technology (AST) proposed creating a subgroup of the Technology workgroup which would be solely informational to look at best practices and national standards for data collection among like organizations in other states. The subgroup would provide research to the workgroup who would then provide the information to the Cabinet where decisions would be made. Chair Zepp requested Lindsey Perkins get verification that said workgroup is compliant with Sunshine Law.

**Action Item #3: Lindsey Perkins will verify that the subgroup meeting for research is acceptable and compliant under Sunshine Law.**

Chair Zepp expressed that it is an important goal of the Technology Workgroup to have a children’s budget. Sue Gallagher spoke about the **Forum for Youth Investment**, a group that has been very involved in the P3 development. Elizabeth Gaines of the Forum for Youth Investment, works with different Children’s Cabinets across the United States and utilizes a fiscal mapping process. This is a process that Sue Gallagher would like the Forum for Youth Investment to do that in Broward County. Sue Gallagher will find out the national data elements and the national best practice and standards for the Department of Education (DOE), the Department of Juvenile Justice (DJJ) and the Department of Children and Families (DCF). Sue said in regards to the pilot they would like to start negotiating with DJJ and DCF to build the API, put the data sharing in place, and to figure out how to get this created. Geoff Fulcher of DJJ is going to work with Mark Greenwald of DJJ to look at the MOU they are sending the CSC of Broward County. Sue Gallagher noted that she would like their state level sharing.

**Action Item #4: Chair Zepp will present Florida’s technology workgroup initiatives at the July 27-28, 2016 Forum for Youth Investment in DC to Children’s Cabinets across the U.S.**

Chair Zepp said the **Suicide Prevention Taskforce** is the most important task of the Cabinet. The Taskforce is looking for the Technology Workgroup to be able to pull data from different state agencies on anything suicide related. She asked if the agencies had any way to capture suicide data. Joe Wright of DOE suggested that the workgroup reach out to the business offices of the agencies to gather the information rather than the information technology folks. Chair Zepp stated that she will work with Maureen Olson of AST to work on that.

**New Business:**

Chair Zepp informed the workgroup that the Cabinet would like to have a suicide stand-alone inquiry repository. Maureen Olson of AST stated that questions will be asked such as: which agency will be supporting the database and what security is surrounding it. Dawn Creamer of DOE stated that there is no repository for all of the different agency’s information and that resources will be needed in order to handle the storage of the data information, maintenance, etc. Deborah Stevens of AST asked what the Cabinet is expecting to gain from this data. Chair Zepp said the Cabinet has identified a number of different goals, but they have not gone through all of the goals to clarify them yet.

**Action Item 5: Send out an attachment of Dr. Flynn’s presentation, a list of members/designees of the Suicide Prevention Task Force, a link to the Suicide Prevention Task Force website, and a link to the Florida Channel’s Suicide Prevention Task Force video.**

**Public Comment**

No members of the public wished to speak.

**Adjournment**

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: 5:03p.m.