

**INTERAGENCY OPERATIONS GROUP (IOG)
MEETING NOTES: NOVEMBER 18, 2008**

AGENDA ITEM	DISCUSSION / NEXT STEP(S) / DECISION(S)	DISCUSSION LEAD(S)	DUE	FOLLOW-UP / RESP. PERSON(S)
Welcome/ Introductions	Sam Chan, DMH and IOG Chair, welcomed the participants to the IOG Meeting. Participants introduced themselves.	Sam Chan	N/A	N/A
Approve IOG 10.21.0 Meeting Notes	Members adopted the 10.21.08 IOG Meeting Notes as written with the caveat that Members could submit additions or corrections through 11.21.08. After that date, the Meeting Notes, with any changes, will be considered final.	Sam Chan	11.24.08	IOG Members to provide corrections/additions to the 10.21.08 Meeting Notes.
New Directions Task Force (NDTF) Leadership Team (LT) Meeting Update	<p>Overview: Carlos Pineda, CEO-SIB, and S. Chan, briefed the members on the NDTF/LT, which now meets quarterly for one hour. Agenda topics are targeted and specific. While the IOG is an integral part of the NDTF/LT process, it is not dependent upon the NDTF/LT to take action.</p> <p>Presentation Topics:</p> <ul style="list-style-type: none"> - <u>Katie A. Settlement Agreement</u>: The BOS approved settlement funding for this litigation case. A critical staffing shortage was determined to be a key contributor to this problem, and the County needs to hire more staff to better serve children under its purview. It will seek additional support from the State to implement its correctional plan. - <u>LA County Cares—Centralized Case Management (CCM)</u>: CCM is designed to support, not to profile families. Carlos Pineda, CEO-SIB and IOG Executive Director, visited Allegheny County, Pennsylvania, to assess their version of a CCM. They have collapsed 27 separate systems into one. Although Pennsylvania laws regarding child abuse and neglect are different from California's, the system has potential for Los Angeles County. The County's biggest obstacles to implementing CCM are: (1) the potential for breach of confidentiality laws, and (2) a lack of start-up funding. CEO-SIB and NDTF/LT are working with County Counsel to address the confidentiality issue, and are considering creating a "funders circle" to provide some support for start-up costs. The CEO will submit a revised letter to the BOS 11.15.09. 	IOG/LT	3.10.09	IOG/LT to provide summary report of next NDTF/LT Meeting.
IOG Operating Structure (OS) & Next Steps	<p>C. Pineda and S. Chan summarized the final changes to the IOG OS and planned next steps for the IOG. The OS, which is designed to support the IOG Mission and Goals, was redesigned to enhance the efficiency and effectiveness of the way the IOG does its work. Specific changes include:</p> <p>(1) <u>The Steering Committee (SC)</u> will meet monthly starting in December 2008, to strengthen overall planning; identify and promote linkages among IOG, County and community efforts; and, support leadership development and succession planning. Members will include the IOG/LT, Work and Task Group Leads, County Initiative Representatives (CIRs) (a.k.a., network weavers) and Members at Large. Non-IOG/LT Members will serve consistent with their tenure as Work/Task Group Leads, CIRs, or Members-at-Large. Initially, the SC will discuss its organizational structure and address critical issues such as 1) will the IOG invest itself in all County initiatives; 2) if not, how will they be prioritized and by what criteria; and 3) define its purpose more definitively. The IOG/LT will contact prospective Members to confirm/reconfirm</p>	IOG/LT	5.12.09	IOG/LT to assess new IOG OS and make any recommendations for changes for approval at the General Membership Meeting on 6.09.08.

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	<p>their willingness to serve in this capacity.</p> <p>(2) <u>The General Membership Meetings</u> will be held bi-monthly starting in January 2009, to approve administrative actions, e.g., funding requests; provide input into planning; share information and provide individual and departmental/agency expertise.</p> <p>(3) <u>Work and Task Groups</u> will meet monthly or as often as the Work/Task Group Leads deem necessary and appropriate. All IOG Members must be active members of at least one Work/Task Group or serve as a CIR, as is consistent with the current IOG Member Roles and Responsibilities. Initial Work/Task Groups include: Demonstration Impact Grants (DIG)Work Group (Deborah Davies, SCCC, and Penny Markey, Library; Co-Leads), Foundation Linkages Work Group (Cynthia Harding, DPH, Lead); IOG/OS Design Team (S. Chan, Lead); and, LAUSD Health and Human Services Strategic Plan Work Group (John DiCecco, LAUSD, Lead); Communications Task Group (Anita Vigil, Probation, Lead) and, Outdoor Rights Task Group (Mika Yamamoto, Parks, Lead).</p> <p>(4) <u>CIRs</u> will include: Prevention Initiative (PI) (Harvey Kawasaki); Seamless Senior Services (S3) Initiative, (Jay Glassman, CSS); and, Magnolia Place, (Jeanne Smart, DPH).</p> <p>(5) <u>Members-at-Large</u> will represent foundations, schools, and the Children’s Council, and are pending confirmation.</p> <p>(6) <u>The Work Plan</u> will be renamed the “Operations Plan,” but will retain the current categories, i.e., Goals, Objectives, Strategies, etc., and will function in much the same way as it has been, with an emphasis on focused, intentional planning/projects/tasks.</p> <p>The IOG will fully implement the new OS in January 2009. The SC will meet for the first time on December 8, 2008, will take the lead in reassessing its effectiveness in May 2009, and make recommendations to the full membership for discussion and approval at the June 2009 General Membership Meeting.</p>			
Communications Task Group (CTG)	A. Vigil, CTG Lead, spoke briefly about the potential for the CTG to expand collaboration and partnerships with existing County web-based networks and technology, and to engage existing groups, committees and other bodies in a discussion on how best to proceed. Members volunteering to participate on the CTG included: J. DiCecco; Elisa Vasquez, CDC; M. Yamamoto; and J. Glassman.	Anita Vigil	12.09.08	A. Vigil will convene the CTG and provide an update.
LAUSD Health and Human Services Strategic Plan Discussion	J. DiCecco presented the LAUSD Health and Human Services (HHS) Strategic Plan (SP), which is an opportunity to leverage funds for joint use projects, like family resource centers (FRCs). The school district has \$22 Million in bond funds for these projects that are to be implemented in critically underserved areas. The funding is there, and it is not subject to the downturn in the economy. LAUSD is also working with philanthropy to leverage additional funds to expand the scope of the Initiative, providing when applicable, political and policy connections—a unique opportunity for community planning for enhanced service delivery.	John DiCecco	12.09.08	J. DiCecco to provide update on LAUSD/HHS/SP and the IOG’s related Work Group efforts.

¹ “Operations Cluster, Ellen Sandt, DCEO, pointed to the following priorities:

- **Project Evaluation:** Incorporating efficient and effective “practice-based evidence¹” strategies into County policies and contracts, e.g., utilizing this approach at Magnolia Place, 8300 S. Vermont, ESFV-FRC, etc.

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	<p>LAUSD will be responsible for building or upgrading facilities with the bond funds. LAUSD has researched several health-related variables such as violence, immunizations, access to medical care, economic status, etc., and geo-mapped these variables to identify the “hot spots” where facilities and services are most needed. Through a community planning process, LAUSD will work with the community and the service providers to be housed in these “joint use” facilities to improve service delivery. Examples of joint use activities might include both kiosk-type and in-person services for Food Stamps, Medi-Cal, CalWORKs, Healthy Families, Healthy Kids, the Earned Income Tax Credit (EITC) and Volunteer Income Tax Assistance (VITA) programs, Community Clinics, Nurse Family Partnership (NFP), immunizations, Probation school-based services, family counseling services, parenting classes, family planning, etc.</p> <p>J. DiCecco asked the group to consider how IOG could partner with LAUSD to support this effort. The program, which is in its design phase, needs a defined set of benefits and effective approaches to link a wide range of support activities targeted to high risk populations.</p> <p>S. Chan commented that the IOG needs to facilitate the link between the County and the community, for example, the Children’s Council and its system of SPA/AIC Councils, recognizing D. Davies as the liaison not only for the System of Councils but specifically in support of SPAs 4 and 6, which are viewed as underserved communities. He also suggested a natural link to the Private-Public Partnership for Infants and Toddlers (PPP) and their geo-mapping of giving and funding data within Los Angeles County. J. Smart suggested this FRC concept was the “way to go,” and reminded the group that Ellen Sandt¹, DCEO, Operations Cluster, had already indicated support for this type of approach.</p> <p>IOG Members formed the LAUSD/HHS/SP Work Group to concretize the IOG’s approach for supporting this Initiative. J. DiCecco will serve as the Lead and the following Members volunteered to join: Karen Bernstein, DHS; S. Chan; Cherlynn Hoff, Human Relations; H. Kawasaki; Anita Keyes-Spencer, DPSS; Cheryl Newman, Sheriff; C. Pineda; J. Smart; and, A. Vigil, Probation. Summer Brown and Lorena Bautista, both CEO-SIB, will serve as staff to the Work Group.</p>			
<p>California Children’s Outdoor Bill of Rights (Outdoor Rights) Next Steps</p>	<p>M. Yamamoto reviewed the Outdoor Rights Initiative and the IOG’s recent discussion of linkage opportunities. The Task Group met in October via conference call to discuss roles for individual departments and for the IOG, but more information is needed from individual departments. There are many more collaborative opportunities to be explored. At the Meeting, several IOG Members volunteered to be Task Group Members and indicated their primary linkages: A. Vigil, Probation youth; H. Kawasaki, Foster Care children; and, J. Glassman, grandparent groups.</p>	<p>Mika Yamamoto Janice Gilden</p>	<p>11.21.08</p>	<p>J. Gilden on behalf of M. Yamamoto to design and distribute E-Survey to IOG Members.</p>

- Organizational Culture Change:** Partnering with other institutional entities, e.g., cities, schools, etc., to leverage resources and buying/contracting power, e.g., working with foundations such as First 5 LA and with schools such as the Los Angeles Unified School District (LAUSD) to leverage resources; and, enhancing support services from “operations” departments to “line” County departments/agencies.”

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	<p>To more systematically canvass all IOG Member Departments, the Task Group will send out a survey form and some background information about the Outdoor Rights Initiative. Members will be asked to identify at least one connection between their departments and the Initiative and to indicate interest in serving on the Task Group. Members are to respond to the survey via E-mail by 12.02.08.</p> <p>To promote the Initiative, Parks hosted a very successful Outdoor Rights Initiative kick-off event on October 11th and 12th at the Hansen Dam Recreation Area. Parks is reaching out to all kinds of organizations: County, state, cities, schools, faith- and community-based, foundations, parks, beaches, youth groups, etc., because there are so many opportunities for collaboration. Even simple endorsements of the Initiative help support and promote it—one way County departments can link to the effort.</p>	IOG Members	12.02.08	IOG Members to return completed surveys to M. Yamamoto with copy to J. Gilden
Demonstration Impact Grants (DIGs) Status Report	<p>J. Martin, IOG Consultant, provided an update on the “all-day” DIG Conference, which is set for 2.02.09 at St. Anne’s Conference Center, in Los Angeles. It is entitled, “DIG One-Year Review: Learning from the Wisdom of Experience.” The purpose of the event (in brief) will be to highlight the OS changes in both the Children’s Council and the IOG and to honor the DIG projects the SPA/AIC Councils have created to date. The DIG Initiative will be used as a tangible vehicle to demonstrate how the OS changes in these “sister” organizations will impact future initiatives, programs and projects.</p> <p>All key stakeholders will be invited including: DIG Project team and SPA/AIC Council representatives, SPA/AIC Council staffs, Children’s Council Administration, and IOG Members. Three DIG project teams are being invited to make formal presentations of their efforts at the Conference, while they and all other Councils are invited to present visual displays.</p> <p>The DIG Event Design Team is looking for volunteers for small group discussions. They need approximately 15 facilitators and 15 recorders. IOG Members are encouraged to volunteer for these jobs. The Design Team will discuss other options for securing these services at their next meeting.</p> <p>J. Martin and Janice Gilden, IOG Consultant, are conducting a DIG Assessment Survey of seven of the nine SPA/AIC Councils. They are summarizing the responses and will produce a Summary Report of all Counsels’ input by mid-December 2008. The data will be used to inform the DIG Conference and for IOG planning. Although the survey is not complete, in general, the responses have been open, candid, positive and enthusiastic about the DIG Initiative and their projects. Responders reflected key themes, including: (1) the grant funds were helpful and we’re grateful for them; (2) the projects enhanced relationships and collaboration within the DIG project teams, and the Councils; and (3) support for a more community-based focus through the relationship-based organizing (RBO) and asset-based community development (ABCD).</p>	Deborah Davies Jane Martin	12.09.08	D. Davies, P. Markey and J. Martin to provide update on DIG Conference and DIG Assessment Survey results.

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Off Agenda Items	<ul style="list-style-type: none"> - P. Markey announced the County’s Family Place program is going to be expanded statewide, and First5LA awarded the Library a \$1 Million grant to expand the program within the County. The California State Library is making \$500,000 in Federal funds available to implement the program at the Carson Library. - P. Markey also suggested the IOG consider developing a “Speakers’ Bureau,” drawing from Members and Support Staff, to foster departmental/agency/community understanding of and commitment to the goals of the County, IOG and Children’s Council related to initiatives. 	All	N/A	N/A

ORGANIZATIONS’ ABBREVIATION/ACRONYM LEGEND

Casey Family Programs	CFP	Department of Mental Health	DMH
Chief Executive Office-Service Integration Branch	CEO-SIB	Department of Public Health	DPH
Child Support Services Department	CSSD	Department of Public Social Services	DPSS
Children’s Council of Los Angeles County	Children’s Council	First 5 LA	First 5
Community Development Commission	CDC	IOG Leadership Team	IOG/LT
County Public Libraries	Library	Los Angeles County Board of Supervisors	BOS
Demonstration Impact Grant	DIG	New Directions Task Force	NDTF
Department of Children and Family Services	DCFS	Parks and Recreation	Parks
Department of Community and Senior Services	CSS	Probation Department	Probation
Department of Health Services	DHS	Service Planning Area / American Indian Children’s Councils	SPA/AIC Councils
Human Relations Commission	HRC	Strengthening Community Capacity Committee	SCCC
Department of Human Resources	DHR	Sheriff’s Department	Sheriff