**Chicago Northside Families Safety Net**

**Action Team Meeting Minutes**

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| **Date** | December 5, 2013 |
| **Meeting Location** | CPD Community Resource Room – 850 W. Addison Street  |
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| **Co-conveners** | Russ Hopkins (NMF) & Jennifer Caruso (RPCC) |
| **Attendees** | Russ Hopkins (NMF) & Jennifer Caruso (RPCC), Angelo Militello (Community Member), Katie Richburg (Riveredge Hospital), Joanne Nett (DCFS), Rochelle Crump (DCFS), Jennifer Ramos (Childcare Network of Evanston), Michael Burns (DCFS), and K. Milam Brooks (UIC), Tom Maluga (Lydia Home)  |
| **Time** | 1:30pm - 3:15pm |
| **Agenda Items** |
| **I.** | **Welcome and Introduction** |
|  | Team introductions  |
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| **Action Steps:** |
|  | Not Applicable |
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| **II.** | **Updates**  |
|  | * Michael Burns
	+ Discussed plans to hold quarterly Steering Committee meeting for each region
	+ Provided an overview of the working taking place with some of the other Action Teams
	+ Working on developing a database that will allow Action Team to access the data related to the work of each team
	+ Advised the team to allow the data to drive the work; look to see how many reports are made by police officers in the area and deal with the issue of mandated reporting
		- Team discussed engaging Family Focus to help intervene
		- For Evanston, would need to engage the schools and police department but will need to provide statistics to gain buy-in and involvement with the Action Team
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| **Action Steps:** |
|  |  Not Applicable |

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| **III.** | **Review of Strategic Plan** |
|  | * Action Team reviewed and made changes to the Strategic Plan
* Discussion around the merger of Evanston, Niles & Skokie with Chicago North
	+ Team agreed to review data as it may prompt Niles & Skokie to be more involved
	+ Team discussed the area boundaries to include Northside of Chicago, Evanston, Albany Park, Roger Park and Uptown; the latter two communities have the largest number of children coming into care
* Discussion around why children come into care and the need to education the community about the available resources
	+ Katie presented the idea of establishing a Google Doc to document all of the services that are available in the community; this may be similar to the Statewide Database and 311 in Chicago & Evanston
		- Team may need to get training on the Statewide Database to determine whether or not the Google Doc is needed
* Individuals agreed to reach to those absent/former action team members to get them back to the table, specifically Christian Fellowship
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| **Action Steps:** |
|  | * **Leslie** will bring a sample of the resource document to next meeting
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| **IV.** | **Future Meetings**  |
|  | * Team discussed potential meeting locations, the need to have one consistent meeting place as the team get re-established
* Team talked about the importance of meeting at the CPD as a way to engage them
* Team agreed to meet every other month
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| **Action Steps:** |
|  | * **Katie** will check to see if CPD location is available for February
* **Jennifer Ramos** will also check the availability of Childcare Network of Chicago
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***NEXT MEETING: February 6, 2013, 1:30pm; tentatively scheduled for same location***