



Wednesday, February 18, 2015 Portfolio Review Committee Meeting Minutes  
 1:00 p.m. – 3:00 p.m.  
 490 Mendocino Ave, Santa Rosa, Manzanita Conference Room

Members (listed alphabetically)

B.J. Bischoff, Bischoff Consulting  
 Carlos Ayala, Sonoma State University  
 Carol Simmons, Child Care Planning Council  
 Ellen Bauer, Department of Health  
 Jennifer O’Donnell, United Way  
 Julie Sabbag-Maskey, Human Services Department  
 Karin Demarest, Community Foundation  
 Kate Pack, First 5  
 Leo Tacata, District Attorney’s Office  
 Monique Chapman, Sheriff’s Office  
 Stephen Jackson, SCOE

Staff (listed alphabetically)

Debra VanVleck, Human Services Department  
 Joni Thacher, Human Services Department

Not Present (listed alphabetically)

Katie Greaves, Human Services Department  
 Rebecca Wachsberg, Probation Department  
 Rob Halverson, Probation Department  
 Serena Lienau, City of Santa Rosa

Public (listed alphabetically)

Grace Harris, Child Parent Institute

Topic	Discussion	Decision	Next Steps
<b>Welcome, Introductions, Minutes, Updates</b>	Joni welcomed everyone and facilitated introductions. Motion to approve the minutes.  Joni provided an update of recent technical assistance.	Motion to approve the minutes: Yes: 11 No: 0 Abstain: 0	None
<b>Strengthening Families Framework</b>	<b>Grace gave a presentation on the research behind the Strengthening Families Framework.</b>	None	None
<b>OJJDP Promising Practices</b>	<b>Joni explained the OJJDP rating process including details on criteria and raters. Could we create a process to allow organizations listed as Promising Practices by OJJDP to apply for Tier 2 status with a fidelity chart?</b>  <ul style="list-style-type: none"> <li>OJJDP’s criteria for evaluations is more rigorous than ours.</li> <li>They do not require the equivalent of our literature review, logic model and manual.</li> </ul>	Motion not to allow programs rated as “Promising” on OJJDP to apply for Tier 2 status with a fidelity chart.	Staff will provide TA to impacted organizations.

Topic	Discussion	Decision	Next Steps
	<ul style="list-style-type: none"> <li>• Could we ask organizations to submit a literature review, logic model and manual, but not an evaluation if they are an OJJDP Promising Practice?</li> <li>• We wouldn't be able to see the connection between the literature review, logic model and evaluation if we did that.</li> <li>• Do we require fidelity for Tier 2 programs? Table this discussion.</li> </ul> <p><b>Promising Practices on OJJDP will need to submit standard Tier 2 applications.</b></p>	Yes: 8 No: 0 Abstain: 0	
<b>Public Comment</b>	None	None	None
<b>Next Meeting/Final Comments</b>	The next meeting will be on March 18 at 490 Mendocino Ave.	None	None
<b>Adjourn</b>	Adjourned at 3:00 pm.	None	None