

**BROWARD COUNTY
CHILDREN'S SERVICES ADMINISTRATIVE DIVISION
ONE COMMUNITY PARTNERSHIP
MANAGEMENT INFORMATION SYSTEMS MEETING**

Governmental Center Conference Room A337

MEETING DATE: April 20, 2007; MEETING TIME: 11:00am

Present: Michael Houghtaling, Smith CMH; Barbara Myrick, OCP Gov Brd; Ken Frederick, Camelot Community Care; Terrence McAtamney, 211 First Call; Denneshia Spratt, Spectrum Programs; John Bowman, OCP Gov Brd; Ben Pollack, The Starting Place; Veronica James, Our Children Our Future; Willie McKinney, Friends of Children

Staff/Administration Team: Michael Elwell, CSAD; Matthew Constantine, OCP/HS; Genevieve Earle, OCP; Gustavo Vilchez, OCP;

Agenda Item	Discussion	Cttee Action	Follow-up
Item # I Welcome & Introduction		Matthew Constantine called the meeting to order at 11:03am. Each person was asked to introduce themselves for the record.	
Item # II Review and Approval of Minutes		Barbara Myrick motioned for the approval of the minutes. Seconded by Michael Houghtaling. Motion was carried.	
Item # III BIN Update a. School Board Data b. CSMS Front-end for BIN c. CSC Data (SAMIS) available in BIN	Matthew Constantine reported on the BIN (Broward Information Network) and that they have made progress with the School Board data through the BIN which is now available. He also stated that there are 2 applications that		Matt to find out if

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	<p>are being utilized, the BIN and CSMS (Client Services Management System), and the suggestion was made to have one application available with CSMS being at the front-end and the BIN at the back-end. All data in the BIN will be available but will be seen through CSMS. SAMIS is a CSC application and the data is being uploaded into the BIN and will be available soon.</p>		<p>Providers who do not have a contract with the County but have access to the BIN be able to use the system.</p>
<p>Item # IV Inter-agency agreements a. Training b. BIN Access Forms</p>	<p>Barbara Myrick & Matthew reported that a presentation on the BIN was done a year ago, after which, some training classes were held at different training centers and the attendance was poor. A suggestion was made to have a presentation done at the next SEDNET meeting in May, showing the providers how to access the data.</p> <p>The BIN Application Access Form was distributed to each provider present to be completed and fax back to Matt at 954-357-5680 in order for them to be granted access to the data in the BIN. These forms need to be signed by the director of each agency before it is submitted.</p>		
<p>Item # V Creation of Common Assessment Tool - CSMS</p>	<p>Matthew informed the group that they need to develop a Common Assessment Tool where all the providers would share data, and there is a need to form a sub-cttee to discuss creating a CSMS Assessment Tool.</p> <p>The Sub-Cttee consists of Matthew, Barbara, Veronica James, Mike Houghtaling, & Ken Frederick. Meeting will be hosted by Mike H. at Smith CMH.</p> <p>Gustavo Vilchez suggested having family</p>		<p>Gustavo Vilchez to identify family members to be apart of the MIS sub-cttee that is going to discuss the intake format on CSMS.</p>

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	representation on this sub-cttee; they will be giving their input on the project.		
Item # VI Update on Case Mgr Tech Pilot Project Plan	Matthew updated the group (especially the new members) regarding the case manager technology pilot project. He informed them that 8 months ago laptops were purchased for Henderson case managers along with air-cards for them to have access to the internet while they are in the field. The purpose of the tools is for case managers to use the BIN, viewing the data from the School Board & CSMS in the different communities. So far, they are happy with the tools and the virtual counselor, but they are not utilizing the BIN as they should.		
Item # VII Review Dashboard	Members were asked to review the dashboard, especially, identifying gaps and duplication, needs and utilization of services provided in the County, make comments and notes for the next meeting.		
Item # VIII Open Discussion	Judge Bowman informed the group that as a dependency judge he has over 5000 kids that he is responsible for and has dealt with every agency represented at the table. His job is to analyze the information and he wants to know to what extent is the all this information applicable to what they do, because they do not get all the information and base on the information mentioned this is what the 5 judges need. He wants to know how they can access these information and services. Barbara mentioned that ChildNet has access to all the School data and they need to figure out how they can have more real-time information to you. Also, Angella Ryan &		Matt & Barbara to find ways in which the Courts can have access to the BIN & CSMS.

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	Debbie Wynters, the Dependency/Delinquency Liaisons with the School System should be able to get more real-time information to the courts.		
Item # IX Adjourned	Next meeting is scheduled for Friday, May 18 at 11:00am.	Meeting adjourned at 12:20pm	