



STATE OF TENNESSEE  
**TENNESSEE COMMISSION ON CHILDREN AND YOUTH**

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**COUNCILS COMMITTEE**

DOE Conference Room  
Andrew Johnson Tower, Sixth Floor  
Thursday, August 18, 2011  
1:00 p.m.

Commission Members Present

Phil Acord, Chair  
Sidney Bynum  
Janell Clark  
Joshua Conner  
Beverly Cosley  
Kelly Drummond  
Cindy Durham  
Erica Gilmore  
Denise Hobbs  
Wendy Shea  
Christy Sigler

Commission Members Absent

Harold Moses Love

Staff Members Present

Richard Kennedy  
Dana Cobb  
Lindsey Cody  
Rodger Jowers  
April Swoner  
Norma Tolliver  
Elaine Williams  
Diane Wise  
Gwendolyn Wright

I Welcome and Introductions – Phil Acord, Chair

Acord welcomed and facilitated introductions of current Commission members, newly appointed Commission members and staff.

The three new Commission members are:

- Kelly Drummond – Vice President, Boys and Girls Club of the Tennessee Valley
- Wendy Shea – Attorney and New Executive Director of Memphis CASA
- Christy Sigler – Attorney and Army Veteran

II Approval of May 2011 Minutes (ACTION)

**MOTION: IT WAS MOVED (COSLEY) AND SECONDED (HOBBS) TO APPROVE THE MAY 2011 COMMITTEE MEETING MINUTES. UNANIMOUSLY CARRIED.**

III Grant Monitoring – Rodger Jowers

Jowers reported on staff responsibilities outlined in the agency's Policy 22 monitoring plan. This plan addresses oversight of grant contracts we have in place within every region of the state. The busiest period of the year has ended and all monitoring has been completed. All reports will be complete and issued by the end of September. Program monitoring plans for next fiscal year will begin at that time.

Jowers is working on improving the effectiveness of desktop reviews. Kennedy reported as staff completes this process, much is learned which makes the process more thorough and effective for the next year's monitoring cycle.

Acord asked if there were specific challenges related to onsite versus desktop reviews. Kennedy and Jowers stated the most significant differences were about the timeliness of receiving information and completion of the reports. It seems to be more difficult to get responses as timely when staff has to wait on return calls and/or email. When onsite it is easier to have the grantees pull information from their files and provide it at that moment. However, the cost saving from completing desktop reviews seems to outweigh any challenges.

Acord spent time discussing the impact of the Regional Councils and stated he believes success of the Commission is, in part, based on the grassroots work happening in each of the councils across the state.

IV Review of Regional Coordinators' Activities

Information about individual council and coordinator activities were presented by Lindsey Cody, East Tennessee; April Swoner, Mid Cumberland; Elaine Williams, South Central; Dana Cobb, Northwest; Rodger Jowers, Southwest; Gwendolyn Wright, Memphis/Shelby and Diane Wise, Northeast. A detailed report and handouts from all coordinators were submitted to the Commission members.

Kennedy reported on staff vacancies for the Upper Cumberland and Southeast Regional Councils. The register has been opened and the applications have been received and scored. He is interviewing applicants in Cookeville on Monday, August 22 and applicants in Chattanooga on August 23 and 24.

He hopes to have the positions filled as quickly as possible.

Kennedy complimented the coordinators on all of their hard work, which happens on a daily basis.

V Children's Advocacy Days – Richard Kennedy

Kennedy provided a brief update about Children's Advocacy Days (CAD) 2012:

- CAD 2012 will be held Tuesday, March 13 and Wednesday, March 14
- The working theme is "Adventures in Advocacy."
- Sponsor letters will again go out in January 2012.
- TCCY will again attempt to work with many partner organizations.

Sigler attended CAD 2011 and said she was "blown away" by the youth speakers.

VI Miscellaneous

Durham reminded all commission members present of the books available for them. The publications provided were:

- *TCCY Annual Report*
- *Kid's Count The State of the Child in Tennessee 2008*
- *2011 Kids Count Data Book* and state specific sheet
- Tennessee Compilation of Selected Laws on Children, Youth and Families
- *107<sup>th</sup> General Assembly State of Tennessee*

Durham requested calendars from each coordinator so she can plan to visit them in the nine months remaining before she her term expires in June.

"Darkness to Light" training about Child Sexual Abuse was discussed as probable for the November staff retreat. If this training occurs, Commission members would be able to participate if they choose.

Meeting adjourned at 2:28 p.m.

Minutes Submitted by:

Minutes Approved by:

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Norma Tolliver  
Administrative Secretary

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Phil Acord  
Chair