



LAWRENCEVILLE

GEORGIA

RECAST ADVISORY BOARD

AGENDA

Wednesday, August 24, 2022
6:00 PM

Third Floor GwMA Conference Room
70 S. Clayton St, GA 30046

Call to Order

Approval of Agenda

Citizen Comments

To participate in the Public Comment part of this agenda, you must register with the Advisory Board Secretary prior to the beginning of the meeting. Presentations will be limited to two (2) minutes per person and the Board will not respond to comments.

Approval of Prior Meeting Minutes

- [1.](#) Approve Prior Meeting Minutes

General Discussion

- [2.](#) Board Member Check-In
- [3.](#) Program and Grant Updates
- [4.](#) Data Tracker and Evaluation Q&A
- [5.](#) Families First Progress Report
- [6.](#) By-Laws Subcommittee Update

Other Business

Final Adjournment



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AGENDA REPORT
MEETING: RECAST ADVISORY BOARD
AGENDA CATEGORY: APPROVAL OF PRIOR MEETING MINUTES

Item: Approve Prior Meeting Minutes

Department: Community Relations

Date of Meeting: Wednesday, August 24, 2022

Fiscal Impact: \$0

Presented By: Chanda Floyd-Bryant

Action Requested: Approval of Minutes

Summary: Chanda Floyd-Bryant will ask for approval of prior meeting minutes from July 27, 2022

Attachment:
ReCAST Advisory Board Minutes Document 7.27.2022



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AGENDA REPORT
MEETING: RECAST ADVISORY BOARD
AGENDA CATEGORY: GENERAL DISCUSSION

Item: Board Member Check-In

Department: Community Relations

Date of Meeting: Wednesday, August 24, 2022

Fiscal Impact: \$0

Presented By: Chanda Floyd-Bryant

Action Requested: Hearing how each member is doing

Summary: Because Mental Health is an essential part of the ReCAST Grant, Board Members will spend a brief amount of time hearing how each member is doing mentally, physically, and emotionally.



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AGENDA REPORT
MEETING: RECAST ADVISORY BOARD
AGENDA CATEGORY: GENERAL DISCUSSION

Item: Program and Grant Updates

Department: Community Relations

Date of Meeting: Wednesday, August 24, 2022

Fiscal Impact: \$0

Presented By: Marcus Thorne, Program Manager

Action Requested: Present Monthly Milestones/Updates

Summary: Marcus Thorne will provide an update regarding the Grant Process

Attachment:
ReCAST July Milestones



ReCAST GRANT MONTHLY UPDATE

GPO: Jennifer Winston

GRANTEE: City of Lawrenceville, Georgia

DATE: August 5, 2022

3.

Activities	Program Updates
Program Implementation Activities (Needs Assessment, Strategic Plan, MOU/MOA, Training, Mini Grant / Contract Activities)	• Summer internship program (Summer of Impact) is complete; a closing celebration was held on July 27 • Two new advisory board members have been added, returning our total number to 12 • We reviewed our Strategic Navigation Plan with the Advisory Board • Our Memorandum of Understanding between the City of Lawrenceville and Gwinnett County Public Schools is pending execution while both legal teams review • Additional activities/accomplishments included below
Coalition / Stakeholder Activities	City of Lawrenceville appointed two new advisory board members, Carol Caraballo (Director of the Office of Adult Mental Health, GA Dept of Behavioral Health and Developmental Disabilities) and DeVante Hudson (CEO of Unite / Former community partner with Central Gwinnett HS), filling both vacancies.
Youth / Family Engagement Activities	• The Lawrenceville Legacy Leaders (our youth advisory council) selection process is complete and welcome packets have been sent to the 20 selected youth.
Other significant activities/accomplishments	City of Lawrenceville: • Coordinated training for our software referral platform (Pokket) • Continued budget review with sub-grantee partners • Continued coordination with (and on behalf of) sub-grantee partners. Attendance and participation in ReCAST outreach calls and planning work. Coordination with Lawrenceville Police Department through their Community Engagement Officer regarding their training. Ongoing monitoring of budget with city staff and PD/PI • Continued outreach support and coordination with Impact46 and other sub-grantee partners • Advisory board members have participated in both the Summer of Impact Celebration and outreach events Families First: • Participated in 4th of July event and provide mental health and navigator consultations • Behavioral Health Specialist (BHS) provided Trauma Informed Care education every Wed. for the Summer of Impact workshops • BHS has formed relationships with the local schools, doctor's offices, and various community groups • Participated in the Back to School event and provided knowledge of services offered in Lawrenceville

- Continues to be on target for deliverables, consulting with 25 out of 50 individuals for T3 outcomes.
- Director of Navigator Services, Troya Jackson, joined the ReCAST Communications Committee
- Troya sent the Social Determinants of Health (SDOH) to Program Director/Primary Investigator for review and changes

Georgia Center for Opportunity:

GCO was not able to provide milestones prior to the last report's publishing due to previously scheduled commitments. Both June and July milestones are included below.

June 2022

- Attended ReCAST Partner Meeting
- Met with Paula Moody from Families First for transition update
- Attended ReCAST Referral Decision Meeting
- Recruited four new employers
- Continued BWG Portal updates

July 2022

- Attended ReCAST Partner Meeting
- Updated metrics and reports
- Attended Pokket (Referral tool) training
- Met with Dana Malament for Pokket account set up
- Recruited three new employers
- Recruited one new mentor

Impact46:

- **Outreach/Community Engagement:** Participated in the Prelude to the 4th with outreach materials; ReCAST flyers were put into all the backpacks given away at the city event; ReCAST intern and case managers went to every hotel and apartment complex within the city limits to distribute ReCAST flyers; ReCAST flyers distributed to every school within our two participating school clusters (Central Gwinnett and Discovery)
- **Summer of Impact:** Held 4 workshops; Students designed, planned, and executed a Community Impact Plan, presented and displayed at the Summer of Impact celebration dinner; Held a Summer of Impact celebration dinner; Lawrenceville Legacy Leaders (L3) participants were notified and given their welcome packets; L3 calendar finalized
- **Services via Lawrenceville Response Center (LRC) and referrals:** ReCAST referrals based on ReCAST intake appointments
 - week of (w/o) 7.11.22: 7 applications and 4 referrals for services: 4 Rental, 2 Utilities, 2 Employment; ¾ applicants needed multiple services
 - w/o 7.18.22: 8 applications and 5 referrals for services: 1 Shelter, 3 Rental, 1 Employment, 1 Utilities, 1 Food; 3 DNQ (already assisted and outside Lawrenceville)

	○ w/o 7:25: 8 applications with 8 referrals to ReCAST partners ● IV. Data/Reporting: Helped design and facilitate Pokket training; Trained all I46 staff on Pokket with GCO participating; Participated in reporting meeting with J. Balentine and B. Crane; Revised our reporting to no longer include wrap-around services; Updated referral tracker, uploading supporting documentation as requested; Uploaded L3 goals and objectives week of 8/1	3.
Evaluation Activities	We continue to use our data tracking tool, collecting new monthly updates from our sub-grantee partners.	
Disparities Impact Activities	Our Disparities Impact Statement named five needs. In addressing... ● <i>A lack of civics education and understanding of policies and procedures of local government:</i> Civics education has begun in the work of Summer of Impact and will continue through Lawrenceville Legacy Leaders (L3) ● <i>A lack of trauma-informed practices:</i> Trauma-informed training has begun with youth and law enforcement and will continue with our L3 cohort ● <i>A lack of a cohesive system to address social determinants of health:</i> Our collaborative referral system is in place and sub-grantee partners are actively beginning implementation ● <i>A lack of community engagement:</i> Community-based participatory approaches continue through our advisory board as well as through community outreach and awareness activities ● <i>A lack of diversity and cultural competency:</i> Implicit bias and diversity and inclusion training planned for City of Lawrenceville staff in September.	
Budget Update	ReCAST funds remain on track to be expended by the end of the grant period. Based on the ongoing communication with our sub-grantee partners, we have planned a year-end recap video, additional ReCAST-specific outreach materials, and are evaluating the costs of translating ReCAST materials into Spanish.	
Sustainability Activities <i>What remains when the grant period ends?</i>	Nothing new to report at this time.	
SPARS SAMHSA's Performance Accountability and Reporting System	● ReCAST Evaluator, Betsy Crane, submitted our SPARS quarterly report ahead of schedule.	
Testimonials of the ReCAST work	Please see testimonies from Summer of Impact interns, linked here . This video was shared during our Summer of Impact celebration on 7/27.	



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AGENDA REPORT
MEETING: RECAST ADVISORY BOARD
AGENDA CATEGORY: GENERAL DISCUSSION

Item: Data Tracker and Evaluation Q&A

Department: Community Relations

Date of Meeting: Wednesday, August 24, 2022

Fiscal Impact: \$0

Presented By: Betsy Crane, Data Evaluator for ReCAST

Action Requested: Review the ReCAST Data Tracker with the Grant's evaluator

Summary: Betsy Crane will help the Board understand the ReCAST Grant Data Tracker. The Data Tracker is a spreadsheet used to collect and evaluate the progress of the ReCAST Program.



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AGENDA REPORT
MEETING: RECAST ADVISORY BOARD
AGENDA CATEGORY: GENERAL DISCUSSION

Item: Families First Progress Report

Department: Community Relations

Date of Meeting: Wednesday, August 24, 2022

Fiscal Impact: \$0

Presented By: Troya Jackson, Director of Navigator Services and Sakina Huffman, Behavioral Health Department Manager

Action Requested: Hear ReCAST Program updates from Families First

Summary: Troya Jackson and Sakina Huffman will share ReCAST progress and updates from Families First.



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AGENDA REPORT
MEETING: RECAST ADVISORY BOARD
AGENDA CATEGORY: GENERAL DISCUSSION

Item: By-Laws Subcommittee Update

Department: Community Relations

Date of Meeting: Wednesday, August 24, 2022

Fiscal Impact: \$0

Presented By: Nancy Martin, ReCAST Advisory Board Member

Action Requested: Update

Summary: Nancy Martin will share recommendations regarding the ReCAST Advisory Board duties.

Attachment:
ReCAST Advisory Board Officer Duties - DRAFT



Advisory Board Officer Duties

Chair – shall convene regularly scheduled board meetings, shall preside at each meeting, and work with the Program Manager on strategic planning and activity evaluation, and mission impact.

Vice-Chair – shall fill all the duties of the Chair in the absence of the latter. The Chair may request the Vice-Chair to handle special assignments as needed for the good of the ReCAST mission.

Secretary – shall be responsible for keeping records of board decisions and actions, including ensuring meeting minutes are taken; sending board and meeting announcements; distributing copies of both the minutes and the agenda to each board member; and assuring board records are maintained.