

CHINS Task Force Proposed Timeline

Date	Meeting	Goals	Group/Person Responsible	Status	Notes
March 7	Steering Com.	1. Mission statement 2. Timeline 3. Strategic Plan 4. Subcommittee assignments and chairs	Steering Com.	Meeting notes sent 3/16/06	
March 16, 9:30	Research - Statutes Subcommittee meets		Susan Dillard		
March 16, 1pm	Research - Best Practices Subcommittee meets		Maureen Ferris		
March 22, 10am	Court Process Subcommittee meets		Pat Cone		
March 29, 10-12	Data Collection Subcommittee meets		Sen. Spilka		
April 11, 12pm	Data Collection Subcommittee meets		Sen. Spilka	Meeting min. sent to subcom. on 4/18/06 EGB	
April 11, 1pm	Steering Committee	1. Subcommittee reports	Sen. Spilka		

April 11, 3pm	Court Process Subcom. meets		Pat Cone	Erin Attended	
April 21, 10-12 12-2	Research Subcom. Meets 1 st Best Practices & 2 nd Statues		Susan Dillard & Maureen Ferris		State House (House of Representatives Lounge) Room 348
May 2, 10:30am	Court Process Subcom. meets	Discuss finding from 4 areas of court process	Pat Cone		Meet at 3 Center Plaza, 5 th Floor, Suite 520
May 9, 11:30am	Data Collection Subcom. meets	Share data from all agencies involved	Senator Spilka	Sent minutes 5-29-06 egb	Meet at the State House, Room 222
May 9, 1pm	Steering Com	1. Subcommittee reports	Sen. Spilka		Meet at the State House, Room 222
May 15, 1pm	Front End Subcom. meets	Flushed out more of what and where the front end is	Robert Kinscherff	Erin Attended	Meet at DMH Charlestown Conference Room on the 5 th floor, Boston
May 15	Due no meeting	Data Collection Outline of work/goals	Data Collection subcommittee		NEVER HAPPENED
May 15	Due no meeting	Research subcommittee outline of work/goals	Research Subcommittee		NEVER HAPPENED
June 5	Front End Sub-Committee meeting	General status meeting	Robert Kinscherff	Erin Attended	1:00 – 3:00 DMH
June 13, 1pm	Informal Meeting	Research Statutes update	Erin, Mary Anne, Susan Dillard & Carol Fernandez		State House, here. Discussed current status of research subcom. & other subcoms.
June 26	Data Collection Sub-Committee meeting	VERA findings and review	Senator Karen Spilka	Never sent minutes b/c VERA handed out DRAFT	9:30 – 12:30 State House Rm.222

				data collection booklet	
June 26	Front End Sub-Committee meeting	VERA findings and review	Robert Kinscherff	Erin Attended	1:00 – 3:00 DMH
July 1		Research - Best Practices preliminary report	Research - Best Practices subcommittee		NEVER HAPPENED
July 1		Research - Statutes preliminary report	Research - Statutes subcommittee		NEVER HAPPENED
July 11, 1pm	Steering Com. meets	Sub-Committee Reports	Senator Spilka		1:00-3:00 State House, Rm. 222
July 17, 1pm	Front End Sub-Committee Meeting	Flushed out more questions about the front end	Robert Kinscherff	Erin Attended	1:00-3:00 DMH
July 18	Court Process Sub-Committee Meeting		Pat Cone	Not sure if happened	1:30-3:00 3 Center Plaza 5 th Floor
July 31, 1pm	Front End Sub-Committee Meeting		Robert Kinscherff	Erin Did NOT Attend – last day of session	1:00-3:00pm DMH
August 10, 10am		Best Practices Update	Erin & Maureen Ferris	Informal Meeting	State House
August 14, 1pm	Front End Sub-Committee Meeting		Robert Kinscherff	Erin Attended	DMH
August 15, 11:30 am	Data Sub-Committee Meeting	Review data findings from all agencies	Senator Spilka (JDV & MAJP led meeting)	Letter & minutes sent to everyone on subcom. Both electronically & snail mail	State House, Rm. 222
August 16, 1pm		Update DSS on status	Erin, Mia &	Informal	State House

		of CHINS	Mike Donovan	Meeting	
August 22, 11am		Court Process update	Erin, Mary Anne, James Morton & Pat Cone	Informal Meeting	3 Center Plaza
August 28, 1pm	Front End Sub-Committee Meeting		Robert Kinscherff	Erin Did NOT Attend	DMH
September 1		Front End preliminary report	Front End subcommittee		NEVER HAPPENED
September 1		Court Process preliminary report	Court Process subcommittee		NEVER HAPPENED
September 6, 3pm	Executive Steering Committee Meeting	Review committee status and Northeastern proposal/goals	Senator Spilka		State House rm. 511 conference
September 7, 1:30pm	Court Process Sub-Committee Meeting		James Morton/Pat Cone	CANCELED	3 Center Plaza
September 11, 1pm	Front End Sub-Committee Meeting		Robert Kinscherff	CANCELED	DMH
September 12, 11am	Data Sub-Committee Meeting	Review data from agencies and decide next steps	Senator Spilka	CANCELED	State House Rm. A1
September 12, 1pm	Steering Committee Meeting	1. Subcommittee reports 2. Timeline and expectations	Senator Spilka	Sent minutes, reminder via e-mail on 9-19-06	State House Rm. A1
September 20, 3pm		Northeastern student to go through documents	Erin, Mary Anne, Stacey		Here, Stacey and I went over the documents researched at this point
September 21, 10-4pm		CHINS Legislation Day	Erin, Mary Anne, Jill & KES	Drafted some of the legislation and	KES home

				answered questions pertaining to CHINS	
September 22, 1-3pm	Research (Statutes) Subcom. Meets	Start to go through statute Mass. and make suggestions / changes	Susan Dillard		State House, Rm. 511-Conference
September 28, 3-5pm	Research (Statutes) Subcom. Meets	Continue to work on statute Mass.	Susan Dillard		State House, Room 109
October 3, 1-3pm	Data Subcom. Meets	Determine proposal for Steering Committee, discuss data to be passed out, determine if more data has been flushed out	Robert Kinscherff		State House, Rm. 511-Conference
October 10, 1-3 pm	Best Practices Subcom. Meets	Finish proposal to steering committee	Maureen Ferris		State House Room 511 conference
October 17, 1-4pm	Steering Committee	Subcom. Make presentations/proposals	Senator Spilka		State House, Room 437
November 15, 1-3pm	Executive Steering Committee	Discuss proposals of subcoms. Go through draft legislation outline	Senator Spilka		State House, Room 511-conference
December 5, 1-3 pm	Executive Steering Committee	Discussion about legislation/review any new subcom. Proposals/ go over draft legislation	Senator Spilka		State House, Room 511-conference
December 12, 1-2:30pm	Steering Committee	Go over outlined draft legislation	Senator Spilka		State House, Room 437
December 12, 2:30-5pm	Executive Steering Committee	Go through legislation and review from steering committee meeting	Senator Spilka		State House, Room 511-conference

December 20, 11-1:30pm	Executive Steering Committee	Go through legislation	Senator Spilka		State House, Room 511- conference
January 10, 2007	FILED LEGISLATION		Senator Spilka Rep. Donato		State House
January 23, 2- 3pm	Meeting with Sylvia Smith DOE	Go over proposed legislation	Erin & Mary Anne		511-C
February 9, 12- 1pm	Meeting with CPCS (Josh & Mike)	Go over proposed legislation	Erin & Mary Anne		511-C
March 15, 2- 4pm	Steering Committee	Go over legislation with section by section	Senator Spilka		State House, B1
<u>OLD TIMELINE</u>					
October 10, 1pm	Whole Task Force meets	1. Subcommittees present recommendations			
November 21, 1pm	Steering Committee meets				
December					