

**MINUTES**  
PROBLEM SOLVING IN FAMILY SUPPORT MAGISTRATE COURT  
NEW HAVEN PILOT IMPLEMENTATION TEAM

**INTERAGENCY RESOURCES WORK GROUP**  
NOVEMBER 19, 2009

The Interagency Resources work group met at 235 Church Street, New Haven, CT.

Those in attendance: Family Support Magistrate Christopher Oliveira, and Mr. Joseph Greelish.

## **1- Develop Group Goal**

The meeting was called to order at 3:02 p.m. by Magistrate Oliveira. Mr. Greelish discussed all preliminary work done. Members agreed the best way to accomplish the work is by looking at the task in different parts: identify resources/state agencies and what they have to offer, including any assessment tools available. The specific goal is to determine which government agencies offer services that intersect with our non-custodial parent's needs; and what are the parameters of those services (eligibility requirements).

## **2- Develop Preliminary List of Interagency Resources**

The agencies identified are: Department of Correction (DOC), Parole, Court Support Services Division (CSSD), Department of Mental Health and Addiction Services (DMHAS), and Department of Labor (DOL). Mr. Greelish stated CSSD would like to ensure that the Problem Solving model does not conflict with CSSD's work. CSSD is willing to help leverage relationships with resources in New Haven. Mr. Stephen Grant or his designee will be invited to attend the next meeting as the CSSD representative.

DOC will provide their evaluation tool and a list of services. The work group members will also contact the Re-Entry Coordinator from the Mayor's office and Parole representatives.

A recommendation will be made to develop a "Release of Information Request" for non-custodial parents to sign in order to obtain their program information from cooperating agencies.

## **3- Work Group Assignments**

Magistrate Oliveira will contact DMHAS and DOL. Mr. Greelish is maintaining contact with CSSD and DOC. If deemed appropriate, they will be invited as guests.

The following may be some of the questions to be posed to representatives from other agencies when contacted by telephone:

- What services are offered relevant to education, rehabilitation, job training, and job finding (within the context of the public act)?
- Do you contract for services that the court may be able to order non-custodial parents to participate in?
- How do you determine a participant's needs?
- Do you use a needs assessment tool?
- Who administers the tool?

- Who evaluates the tool?
- How are the results tabulated?
- Is there a specific release of information requirement and/or form to obtain a participants progress in a program?

The final product of this work group should provide the large committee a summary of services available to the court and the participant criteria necessary to enroll in the program (as well as other relevant recommendations).

#### **4- Future Meeting**

The next meeting is scheduled for Monday, 11/30/2009 at 2:00pm at 235 Church Street, Room 301, New Haven.