



Louisville, KY  
December 15, 2015

### **Attendees**

Rachael Ratliff, Patty Stocker, Barbara Carter, Kim Reynolds, Jay Miller, LaToya Vaughn, Tara Glover, Rashaad Abdur-Rahman, Tamara Brown, Sandra Mucker, Shari Christoff, Jennifer Williams, and Linda Handorf

### **Meeting Summary**

Jay Miller, Chair, began meeting with a recap of the November 17<sup>th</sup> meeting. He and the panel members discussed to goal of assessing the perception of the cabinet in regards to the general public as well as how practicum students and new employees perceive the pay of entry level social service/cabinet workers, and how both impact staff recruitment and retention.

Jay opened up discussion regarding the cross-panel collaborative to evaluate the public's perception of DCBS vs their perception of CPS. It was determined that a majority of the general public, as well as some cabinet employees, are not aware of all services offered by DCBS and as a result CPS and DCBS are often used interchangeably. The panel discussed the need to obtain an organizational chart of services offered by DCBS. After much discussion, the panel agreed to conduct face to face surveys as well as focus groups in order to triangulate the data on the public's perception of CPS. It was decided that the survey needed to be simple (yes/no and true/false questions) and kept to 7 minutes or less. Some of the information determined to be included in the survey included, but was not limited to: age, race, gender and zip code. It was suggest that surveys be conducted in public places such as Walmart, grocery stores, malls, etc. The panel agreed to keep the discussion of focus groups limited to 4-5 questions (to be determined at a later date). Members were encouraged to begin thinking about the following in regards to the focus groups: how many over the duration of study, who will facilitate the groups, group size goal, and location of these groups. However, it was determined that the survey must be solidified before the exact modality can be chosen. Jay informed the panel he will be applying for IRB (Institutional Review Board) approval from Spaulding University in order for this survey to meet compliance requirements.

During the November 17th meeting the panel decided to conduct a pay analysis of entry-level human services (including social work) positions to determine how DCBS front-line social service positions compare in Louisville with regards to starting salary and benefits (health and retirement). The idea is to develop an info-gram using the data collected that DCBS can then use to bolster recruitment efforts. Barb Carter supplied the panel with a list of practicum opportunities for BSWs at Spaulding University and Kent School of Social Work. The panel discussed the fact that many hiring agencies are not included on these list as well as many on the list do not hire BSWs. The panel came up with a list (18) of agencies (from these list and panel discussion) to contact regarding employee salaries and benefits. Barb and Kim will begin making calls once they receive info-gram/grid of questions from Jay.

### **Action Items**

- Jay will develop an info-gram/grid of questions by 1-30-16

- Barb and Kim will begin making calls to 18 agencies, in hopes of getting 10, once they receive prompt questions from Jay.
- Barb will email LaToya a copy of the 18 agencies to be contacted.
- Jennifer Williams will contact Lynette Ponder, SRAA of Jefferson Co., to obtain a list of benefits offered by the cabinet.
- Rachel will obtain an organizational chart of departments within DCBS and distribute to panel members.

#### **Next Meeting**

- **January 19, 2016 from 11:30am to 1:00pm** at the Kosair Cafeteria at Spalding University. The address is Kosair Shriner's Building, 812 South 2nd Street, 2nd floor, Louisville, KY.