

**PROGRAM MONITORING AND
EVALUATION SUB-COMMITTEE**



Palm Beach County Governmental Center
10th Floor, Criminal Justice Commission
301 N. Olive Avenue

West Palm Beach, Florida 33401

<http://www.pbcgov.com/criminaljustice>

Tuesday, April 28, 2015

12:00 PM

- A G E N D A -

1. **Welcome / Opening Comments**, Nellie L. King, Chair
2. **Roll Call & Introduction of Guests**
3. **Approval and/or Additions to the Agenda**
4. **Approval of November 20, 2014 Minutes**
5. **Proposed Chairman's Comments**

Welcome members and guests to the Program Monitoring and Evaluation sub-committee meeting.

6. Old Business

- A. **Domestic Violence Training Proposal** – Clay Walker, Domestic Violence Coalition Representative. Staff has reviewed the proposal and performance measures and we recommend that the PME approve the proposal and performance measures submitted by the National Family Justice Center Alliance (The National Training Institute on Strangulation Prevention) and The Domestic Violence Council of Palm Beach County.

7. New Business

- A. **Request for Proposal Questionnaire** – Damir Kukec, Research and Planning Manager. In order to facilitate a request for proposal process for new contracts, staff has prepared a draft template that providers would be required to complete. Staff requests that the PME review the attached questionnaire and provide staff with comments at the meeting. Staff also recommends that a similar survey be completed by existing providers which would be used for the PME annual report.
- B. **Performance Measure Icons** – Damir Kukec, Research and Planning Manager. Staff will request direction on how best to display whether providers are meeting or have met their performance targets. Options will be presented at the meeting so that PME members can visually evaluate how staff should describe performance in summary format.
- C. **Match with FDLE** – Damir Kukec, Research and Planning Manager. Recently, staff has been attempting to update privacy agreements between Florida Department of Law Enforcement (FDLE) and the Palm Beach County Board of County Commissioners. Staff recommends that the match of program participants with the FDLE be completed once per year - after the end of the fiscal year rather than each quarter. The actual recidivism computation would remain the same.

8. Member and Guest Comments

9. Attachments

- A. November 20, 2014 Draft Minutes
- B. Domestic Violence Training Proposal
- C. Request for Proposal Questionnaire
- D. Performance Measure Icon Options

Next Meeting: to be determined