



Board of Directors Meeting

June 13, 2013

JWB Council on Accreditation

Item VI.D.

Recommended Action:	Information Only
Issue:	Proposed JWB Policy Revisions
Strategic Plan Objective:	Plan, utilize and maintain a deliberate approach to respond to organizational change and emerging internal and external challenges

Background

Since March 2013, JWB staff has engaged in a thorough review of organizational policies, plans, and procedures as part of the self-study phase of the Council on Accreditation (COA) process. This intensive process further strengthens the on-going development of sound administrative policies and practices. The goal of this full-scale review process will lead to the national accreditation of JWB's administrative operation.

The self-assessment review provided staff the opportunity to identify the need for further improvement and modifications to current policies and procedures. Staff established a timeline that allowed for internal staff review and discussion of changes with JWB Executive Management and legal counsel.

Since October 2011, JWB staff has been engaged with representatives from the Council on Accreditation (COA), to negotiate a contextual review of our administrative operations against best practice standards. Through this process we were deemed to be eligible to be reviewed and accredited as a non-service providing entity. This opportunity allows us to individualize a review process that encompasses our unique role as a community funder, advocate, and partner in promoting the well-being of children and families though out Pinellas County. Staff created an operational plan and timeline to define the range of organizational activities necessary to prepare for this rigorous process.

Staff activities since October included: identification and negation of six COA administrative standards; staff participation in eight COA training webinars; providing communication and informational overview to JWB Executive Management team; creation of an internal COA web-based site to locate and share all relevant documents, assessment tools and self-study materials; sharing of COA related information with other interested JWB funded organizations; becoming accepted and trained as a volunteer Peer Reviewer for COA; conducting a preliminary review and assessment of JWB conformance to the COA administrative standards; and drafting an operational timeline for implementation of the full COA self-study and on-site review.

Status

The proposed policy changes undergoing legal and management review include: the Board, Personnel, and Security Policies. Final drafts will be brought to the Board at the July or September regular meetings for adoption.