

Attending: Janet Arenz, Iris Bell, Pamela Butler, Leola McKenzie, Mickey Serice

Minutes recorded by Pam Pearson

MINUTES

The 10/13/10 FIWG minutes were approved.

NOTE: Chair Mike Balter was not able to attend today's meeting. In his absence, the work group focused on setting the January 12 CWAC agenda. The two primary topics for discussion at that meeting will be:

1. FIWG's recommendation to CWAC on how to manage the suspension of the CJA Task Force and put the oversight of the CJA under a CWAC subcommittee.
2. FIWG presenting a draft CWAC response to the Foster Care Safety Team's recommendations.

The Child Welfare Equity Task Force's final report is not ready at this time, so FIWG is not able to frame a CWAC discussion of the task force's recommendations.

BRIEFINGS – LEGISLATIVE ACTIVITY

Mickey will provide a written report for distribution with the January CWAC agenda.

BRIEFINGS – FEDERAL POLICY DISCUSSION

Erinn will be asked if she has anything to report.

BRIEFINGS – CASEY PARTNERSHIP

Benjamin Hazelton will be asked to provide a written update.

CROSS OVER REPORT – FOSTER CARE SAFETY TEAM

In the agenda packets is a document showing CAF's work to implement the Foster Care Safety Team's recommendations. Pam Pearson reported that Lois Day expects to have it updated by the end of the year and available before the 1/12/11 CWAC meeting.

CROSS OVER REPORT – CHILD WELFARE RACIAL EQUITY TASK FORCE

If a cross-over report is given, it would be to announce the status of the task force's work. Any work CWAC will do in response to the task force's report/recommendations will be under Goal 1. Janet Arenz reported that the task force will form smaller groups after their final report is released so cross-over reports will continue.

CJA TASK FORCE

MEMBERSHIP

- Serice: A primary task today is to develop one or more recommendations to present to CWAC on the role of CWAC assuming the CJA, including recommendations on how funds are allocated and committee membership. A few task force members have expressed interest in joining CWAC. Both CWAC and the CJA Task Force lack a health professional representative, which is a CJA requirement. Kevin Dowling, a former CJA member, represents the Oregon Network of Child Abuse Intervention Centers and has written to request that the Network be considered for CWAC membership. It may be that such a member could meet the health professional requirement.
- Arenz: If we have an interested person, she could support stretching the definition of health professional.
- Serice: The CWAC statutes say the committee shall consist of 21 members. It may be possible to have more than 21.
- Arenz: CWAC currently has three vacancies, so the Network could fill one of those if not for the CJA health professional slot.
- McKenzie: At the last FIWG meeting, CJA member Mike Maryanov indicated an interest in having the Crime Victims' Services Division (Cynthia Stinson, Director) on CWAC.
- Serice: Explained how other agencies and organizations have their directors as the official CWAC appointment and the directors delegate the membership to someone else. He offered to contact the four interested people to ask that they submit a letter of interest. They will be invited to attend the 1/12/11 CWAC meeting as observers.

OVERSIGHT OF CJA WORK

- Serice: FIWG may want to offer more than one recommendation for CWAC to consider as ways to meet the CJA guidelines.
- Butler: Have we seen the CJA guidelines?
- Serice: They are pretty straightforward. The full text of the Children's Justice Act was not included in the packets.
- Bell: Don Darland may be able to help with the transition because he has served on the CJA for a long time. Perhaps he could chair a CWAC subcommittee.
- Serice: Technically the CJA has been a CWAC subcommittee since 2000. We have been using Don as a member of both to keep CWAC up to date.
- McKenzie: One option would be to use the existing CWAC membership to form a subcommittee that would be responsible for the annual CJA report and 3-year report and to recommend projects or programs to receive CJA funding. Those draft reports and recommendations would go to CWAC for approval.
- Arenz: Another option is that the subcommittee could invite non-CWAC members to join them and that could capture some of the talent that we may not be able to add to the CWAC membership.
- McKenzie: Cautions against recreating what just happened with the CJA. They were a separate entity and CWAC did not get reports from them as much as they perhaps should have.
- Serice: CWAC needs to consider what type of involvement they want to have and how to structure that. He will find out what the funding cycle is. When CWAC agreed to assume the CJA, they agreed to continue current projects.
- McKenzie: Without the staffing level CAF had in the past, we need to be careful of resources and how much staff time gets spent on this. Asked when the next annual and 3-year reports are due.
- Pearson: The annual report is due May 2011 and the 3-year report is due May 2012.
- Bell: Could we ask Don Darland to chair a subcommittee to get working on the annual report?
- Serice: If the four former CJA Task Force members who are interested became CWAC members, there may be an opportunity to have them work on the annual report. With Mike Balter not here today, suggested any proposals be routed through him to consider.
- Bell: Proposes a subcommittee that includes former CJA Task Force members that keeps CWAC informed on the reports.

- Arenz: Agrees, but the subcommittee should also include current CWAC members, especially any that fill a CJA membership requirement.
- Serice: So the recommendation is to form a subcommittee and ask them to develop a game plan.
- Butler: CJA has money that it grants out to projects and organizations. The subcommittee would bring recommendations to CWAC on that.
- Arenz: Yes. If the funding cycle is on the federal fiscal year, would the funds be already committed through September 2011? If not, we might be able to shift some.
- Bell: The proposals would come to CWAC to decide if they are the right ones. Would like to see a tighter process for CWAC's oversight of the projects, Requests for Proposals, etc.
- Arenz: For this funding cycle, those decisions may already be made.
- Bell: If so, we could at least get an update on the status of the projects and funding in January.
- Butler: But we also need to plan ahead for the next cycle. So, do we have only one recommendation to present to CWAC – that of a subcommittee?
- Bell: We also have a recommendation for a process in the future for the subcommittee to bring recommendations to the full CWAC and a request for an update on projects and outcomes for the current funding cycle.
- McKenzie: Also, a recommendation that the subcommittee be responsible for drafting the annual report. The 3-year report requires more study and assessment, so the subcommittee's recommendation for that may be about how to get it completed.
- Bell: Asked to see previous CJA reports.
- McKenzie: Believes they are available online. *[NOTE: CJA Task Force reports are available at: <http://www.oregon.gov/DHS/children/committees/cja/cja.shtml>]*
- Arenz: Some CJA funding may have been used to prepare the 3-year report.

At this time in the discussion Jan Slick joined the meeting.

- Slick: CJA funds are received annually on the federal fiscal year cycle. We have two years to spend the funds. They must be spent at the end of two years, not just committed. The amount varies each year. The funding we received in October 2010 has not been allotted to projects yet. Previous projects have all been completed. She can provide final reports to CWAC.

- Butler: Were the previous projects short term or ones that were continued and funded over several years?
- Slick: They tended to be projects that could be completed in a year. Some that were particularly successful were funded again, such as community summits to look at child welfare issues. CJA also historically provided funding for the Shoulder to Shoulder conferences. She will get FIWG the exact amounts.
- McKenzie: The document in our packets shows funds for 2010 were approximately \$200,000 with \$134,000 for projects/training and \$70,000 for staff support.
- Slick: The grant also requires us to send two people to an annual grant meeting.
- McKenzie: Does all the staff support end on December 31? Asked for an explanation why the CJA Task Force had to be disbanded if staff were funded by the grant.
- Slick: Michelle Weber, the .5 FTE grant assistant is retiring in February and we may not be able to fill that position. Helen Hoang has been identified to fill a very limited role.
- Serice: Helen's salary is not coming from CJA. This shift is adding duties to her position. As for Michelle, while her position may not be abolished, we still may not be able to fill it for a period of time.
- Slick: Under the old scheme, half of Michelle's position was funded by CJA and half by CAPTA.
- Serice: Creating a CWAC subcommittee for CJA and possibly another one to address the Foster Care Safety Team's recommendations adds workload to CAF Administration with no staff to cover it.
- Arenz: We have two years to spend the October 2010 allotment so perhaps we can wait a bit to make these decisions. Perhaps a subcommittee could be organized to meet in February and report to CWAC in March 2011.
- Bell: How are the funds worked?
- Slick: Historically, the task force had three subcommittees to develop projects, each having about \$40,000. Sometimes we contracted out or used intergovernmental agreements.
- McKenzie: Has the data been gathered for the 2010 report?
- Slick: The material on what has been done is there, but not formulated into a report.
- Bell: A subcommittee would have a lot of work to do.
- Serice: CAF can track funds, but a subcommittee is needed to move things forward. If we don't spend the funds, we lose them.

- Slick: Yes, we do lose them. Ron Swenson in Accounting has been helpful in moving funds from one project to another to get them spent, but if we have fewer projects, we have fewer options for that.
- Bell: This provides for good opportunities for the funding to align with CWAC goals, however there is a workload that comes with it.
- McKenzie: Was a member of a CJA Task Force subcommittee on the courts. They had recommended some rule changes that were made. Is there a need for training on the revised rules? Mentioned as a possible place to target CJA funds.
- Slick: The appropriate program manager could better answer the question about training needs.
- Serice: Training is often one of the first things to go when budgets are cut. And we always struggle to follow new rules with training. Plus we have Oregon Safety Model training needs and the ongoing training for new staff.
- Slick: We don't have enough staff skilled on client engagement and motivation and how to work with family members. This takes ongoing consultation. A one-time training does not get staff skilled in these areas.
- Arenz: The Child Welfare Equity Task Force's report may also have opportunities for where CJA funds could go.
- Serice: CAF is pretty good at providing one-time trainings, but we don't meet all the training needs of workers and foster parents. We are keenly aware that training is a key issue of concern.
- Slick: We tend to train to the rules and not to the practice issues. She will send FIWG additional information on projects, funds and budget.

ACTION: FIWG will present a recommendation to CWAC on 1/12/11 on how to provide oversight of the Children's Justice Act through the establishment of a subcommittee. All, do we know how the recommendation will get to CWAC and who will provide it? I don't think we discussed that.

CROSS OVER REPORT – HB 2009 AND THE DHS/OHA TRANSITION

Bill Bouska and Benjamin Hazleton will be asked to provide a written report on the impact to health services for foster children.

CROSS OVER REPORT – JUVENILE DEPENDENCY INTERBRANCH WORK GROUP

Not discussed at FIWG today.

UNFINISHED BUSINESS – Report on Workload Staffing Model

No report to CWAC until the report goes to the legislature.

ASSISTANT DIRECTOR'S REPORT

Not discussed at FIWG today.

CWAC WORK PLAN

Goal 1: To advise the Department of Human Services (DHS) on development and administration of child welfare policies, programs and practices related to reducing over-representation of children of color in the child welfare system.

When the Child Welfare Equity Task Force report, recommendations and action plan are ready, it will be sent to CWAC. FIWG will frame the report in context for CWAC discussion. Depending on the report, CWAC may want to send a committee response.

Goal 2: To expand the representativeness in CWAC discussions.

No discussion at the November CWAC.

Goal 3: To coordinate and leverage state and local efforts to improve policy, program, and practice.

No discussion at the November CWAC.

Goal 4: To advise DHS on the practice of the Oregon Safety Model (OSM).

FIWG is assigned the task of developing a recommendation to CWAC on how CWAC may be able to respond to the Foster Care Safety Team's recommendations specific to CWAC.

FROM the Foster Care Safety Team Report:

The FCST did not have adequate time to fully study some of the recommendations. We believe that they are important to explore and strongly encourage CWAC in collaboration with CAF to create and empower subcommittees to investigate the following preliminary recommendations.

Further study the transfer of abuse investigations to OIT or another independent body. Create pros & cons for each model and make recommendation to DHS.

Create a formal, quarterly review process for founded abuse in foster care reports utilizing DHS staff and representatives from identified stakeholder groups.

Explore creation of an external group to review foster care founded dispositions at least every six months and generate a report of findings & recommendations.

Regularly review a random but statistically relevant number of closed at screening files to provide outside oversight for the screening process.

- Butler: Suggested CWAC from a subcommittee of the CWAC members who were on the FCST to continue the work the FCST was unable to finish.
- McKenzie: What is the difference between the second and third FCST recommendation to CWAC? Are the two suggested groups both looking at the same cases, with one described as a combination of internal DHS staff and external stakeholder groups while the other is described as external only? Could these two recommendations be combined?
- Butler: Does not recall the discussion leading to why they were separate.
- McKenzie: As to the first recommendation asking for further study of the possible transfer of abuse investigations to OIT or another independent body, she asked if that was also a recommendation in a recent CIRT.
- Serice: Yes it was. He will check with Lois Day on the progress made. It may have been added to one of our Policy Option Packages. Once the CIRT recommendations are made, Stacey Ayers and his team track them closely, so it should be possible for CWAC to get an update.
- McKenzie: Recommends CWAC get an update on CAF's work of examining the use of OIT. It may be that CWAC will not need to act on this first FCST recommendation if the department is already moving forward.
- Arenz: The second and third recommendations do represent two different points of view, so the two groups should at least interface and share goals.
- Butler: The third recommendation is to get an outside look from people with no vested interest in the cases. The second recommendation includes both DHS staff and external stakeholders. Perhaps a CWAC subcommittee could be

formed to fulfill the second recommendation to look at cases quarterly and then an external group would do the same every 6 months.

- Serice: Would the external group look at the same cases or a subset?
- Butler: Doesn't know.
- McKenzie: Her concern is that this FCST report has been out for a year and we have not done much with this piece. She hears the horror stories and feels it is important that CWAC take a closer look at the "closed at screenings" and founded dispositions.
- Butler: A subcommittee could invite non-CWAC members to join them and that group could decide if/how an external group could do the 6 month review.
- Serice: So the recommendation to CWAC is that a subcommittee be formed and the subcommittee will address the logistics such as number of cases to review, how often to meet, etc. He will talk with Lois Day about providing files and the restrictions on how they are shared and about assigning staff to help with those details.

- ACTION:**
- **Lois Day will be asked for an update on CAF's work on the recommendation to use OIT for abuse investigations.**
 - **FIWG will present a recommendation to CWAC on 1/12/11 on the establishment of a subcommittee to follow through on the FCST's recommendations specific to CWAC.**

Meeting adjourned.