

## Child Welfare Partners Committee

### Meeting Notes

Wednesday, August 3<sup>rd</sup> 2011

9-11:00 p.m.

Hoover Building, 1 SE, Side 3

**Members in attendance:** Doug Johnson, Wendy Rickman, Mindy Norwood, Cheryl Goodwin, and Jean Slaybaugh

**Members by phone:** Evan Klenk, Brian Fox, Chris Secrist, Nola Aalberts, and Barb Gay

**Members not in attendance:** Julie Allison, Carol Gutchewsky, Gary Lippe, and Janice Lane

**Observers in attendance:** No observers in attendance.

**Observers by phone:** No observers by phone.

### **Purpose of the Meeting:**

The purpose of the meeting was to provide general updates and welcome new members to the committee effective July 1, 2011.

### **Summary of Meeting:**

The CWPC members welcomed Barb Gay of Foundation 2 as the new Coalition member for the term July 1, 2011 through June 30, 2014. Jean Slaybaugh, DHS Chief Financial Officer, who has replaced outgoing member Jan Clausen who retired from DHS in April 2011, was also welcomed. Jean and Barb both shared information about themselves and their background. Each member in attendance today introduced themselves and shared how/when they became a member of the CWPC. The membership of the DHS term for July 1, 2011 through June 30, 2014 has not been identified and will remain vacant at this time.

Children & Families of Iowa is no longer a Coalition member; therefore Janice Lane's term will end, and a Coalition member representative will need to be elected to replace the term through June 30, 2012.

There was discussion around length of service of the co-chair for the private sector as to whether it should be the full three year term or one year terms, etc. The public (DHS) co-chair serves by virtue of the position as Division Administrator for Adult, Children, and Family Services. There was discussion around the identification and approval of a process to elect the private sector co-chair. The following three options were identified for election by CWPC members:

1. Elected annually;
2. Elected for a specified/limited number of years; or
3. Elected for two years, with the opportunity to be elected for one additional year.

In order to maintain consistency and continuity, the committee opted for a two year term with the opportunity to be elected for one additional year (for a maximum of three years). All committee members were in agreement of this process and was approved this date. The co-chair from the private sector can be either a Coalition or Non Coalition member. Doug Johnson has served as the private sector co-chair for a two year term. The committee members must now make the decision to elect Doug for one additional year to serve as co-chair, or elect a new co-chair for the next two years. In selecting or electing a new co-chair, consider the remaining length of term for that member.

The Practice Bulletins on the Blue Print for Forever Families should be ready by or in November 2011. Practice discussions will occur with supervisors around the Blue Print. Each respective Practice Bulletin will incorporate reflective practice questions for supervisors to discuss with their staff. There was discussion around building in a review process on content of the Blue Print Practice Bulletins for feedback and comments. As the Practice Bulletins are developed, there will need to be formulation of reflective practice questions. The CWPC Joint Training Committee may be given the assignment to identify the practice questions for the bulletins.

The next conference call with the federal partners regarding the CFSR PIP is scheduled for Thursday, 8.4.11. It is hopeful that the PIP will be approved soon.

**Work Group Updates:** (The following updates were provided by each of the co-chairs in attendance) - As of this meeting date, the active workgroups are as follows:

*Performance Based Contracting* – The application for Training/Technical Assistance (T/TA) through the QIC was approved by DHS Regional Office. An initial conference call is scheduled for August 16<sup>th</sup> at 4:00 p.m. with Wendy, Doug, and Mindy to connect with Peter Watson and members of the QIC. The TA replaces the Strategic Planning Session that was canceled.

During the next scheduled meeting, there will be a discussion around the new direction that this workgroup has taken since inception. This may require the development of a new charter to realign the purpose of this workgroup, including assignment of a new co-chair (Anne's term ended) as well as membership.

*Family Interaction/Family Team Meeting* – The structure of this subcommittee remains as a workgroup under the CWPC: however, there is a smaller group of members that are working specifically on the CFSR PIP action steps. There is a face to face meeting scheduled for August 24<sup>th</sup> with the smaller committee members. The timelines of the CFSR PIP outline action steps for Family Team Decision Making to be completed first, followed by Family Interaction steps, followed by Training. Although the PIP flows in this manner, all will be discussed individually as well as mutually. There is representation across the state on this smaller committee, including two Parent Partner representatives.

*Training* – A meeting was held on July 18<sup>th</sup> with the next one scheduled for August 15<sup>th</sup>. After the June meeting, a note went out to all child welfare contractor agencies seeking nominees to expand membership of this committee so that all types of contracts and parts of the state are represented. The response was overwhelming and continued even after the deadline for nominations. The membership was limited to 20. Committee members were advised that their role is to initiate and maintain communication with their colleagues so that persons/agencies not on the committee have the opportunity to receive information and provide input. A

“communications tree” will be developed at our next meeting to ensure we have a coherent plan for sharing of information from the CWPC Joint Training Committee across agencies and contracts. This group will move forward with the PIP related training tasks once the PIP is approved.

All other workgroups have completed assigned duties identified in each respective charter.

### **Next steps:**

1. The “Journey of Partnership” will be an ongoing agenda item for this committee. The point of contact will be the CWPC and anyone who wishes to contribute to the journey by adding comments or sharing a story, should submit their request to Mindy. The requests will then be provided to the CWPC for a decision. Amy Juhnke has agreed to continue in her role in this process.
2. There will be a 30 minute orientation for new members prior to the next scheduled CWPC meeting.
3. Doug will notify Kristie Oliver (Coalition) of the need to identify/elect a new Coalition member to this committee through the application process.
4. The DHS Model of Practice and the Blue Print for Forever Families will be used as foundational tools.
  - a. Mindy will send out a copy of the DHS Model of Practice to the CWPC Joint Training Committee members as discussed – **email sent on 8.8.11**
5. Mindy will work with other DHS Program Managers and contacts to update the “Resource Family Tip Sheet” on workers and their roles.
  - a. Once the document is updated, it will be presented to this committee for additional review/comment/approval.
6. Update membership to the training document regarding the following committees: DHS (**done**), Provider (**in process**), and CWPC Joint (**done**).
7. Submit any interest or nominations for a new co-chair for private sector to Mindy.

There will be NO meeting in September. The next meeting of this committee is scheduled for Wednesday, October 5<sup>th</sup> from 10:00 – 2:00 p.m. This will be a face to face meeting in Des Moines.

### **Our Vision:**

The combined experience and perspective of public and private agencies provide the best opportunity to reach our mutual goals: child safety, permanency, and well-being for Iowa’s children and families. Collaboration and shared accountability will keep the focus on child welfare outcomes.