

Child Welfare Partners Committee (CWPC)

Steering Committee

Meeting Notes

Wednesday – March 3, 2010

10:00 a.m. to 12:00 p.m.

Hoover Building, 2nd Floor, O'Connor Room

Members in attendance: Doug Johnson, Wendy Rickman, Mindy Norwood, Cheryl Goodwin, Chris Secrist, Anne Gruenewald, and Jan Clausen; **By phone:** Janice Lane, Evan Klenk, and Brian Fox

Members not in attendance: Jeff Hackett, Gary Lippe Carol Gutchewsky, and Julie Allison

Observers in attendance: Amy Juhnke, Director of Marketing/Communications - LSI

Purpose of the Meeting:

The purpose of the meeting was to provide workgroup updates and identify strategies to improve readership of the CWPC's Journey of Partnership.

Summary of Meeting:

Amy was in attendance to facilitate the committee in identifying strategies to improve readership of the CWPC "Journey of Partnership". She presented examples of notification to staff through internal newsletters, intranets, and staff meetings as well as when sharing correspondence through contract meetings, project status updates, and when reports are shared. Other suggestions provided for general correspondence are through postings on external websites and a link added on email signatures.

The committee agreed that since the initial "Journey of Partnership" entries were from higher levels within the Department as well as the private agency, it would be beneficial to include comments/stories from both public/private front line staff. The two topics for the Journey of Partnership with front line staff: **Family Interaction** - Public/Private workers to discuss the successful partnership that occurred from implementation of Family Interaction. It would be great if it was possible to get a quote from the family to say how they felt about the interaction or some other aspect. **Safe Case Closure** - DHS and FSRP worker to take an actual case and share what transpired to move toward safe case closure.

The CWPC gives a big thank you to Amy for all of her hard work, guidance, and assistance in organizing the Journey of Partnership and entries.

There was discussion on the purpose of this committee around partnership and whether it was general or contract specific. The workgroups that are attached to this committee include some that are contract specific with others overarching across all contracts. This committee needs to clarify what issues should be addressed at what table. There were workgroups that were identified out of the FSRP All Contractor meeting but yet reported to the CWPC, specifically safe case closure. FSRP also has regular meetings where some of the same conversations take place. We are now looking at practice improvements in an ongoing way, so does oversight come out of this committee or out of the FSRP All Contractor meetings?

The following question was posed to the CWPC: "What is the specific function of this committee?" In some ways this committee is seen as the foundation for partnership and should steer away from contract specific discussions. This committee should also serve a connecting function across contracts.

It was agreed that we need to have conversations about the connections on roles across contracts, and then have discussions about child welfare in general and how we see all of the services fitting together. This committee should take on a leadership role and filter out the partnership conversations among all entities.

The committee agreed that for the most part, these meetings should occur on a monthly basis from 10-12:00 p.m. with the capability for attendance by teleconference call rather than face to face. If there is an identified need for work sessions or brainstorming, etc. the meeting would be extended in length and would occur face to face in Des Moines.

Workgroup Updates: (The following updates were provided by each of the co-chairs in attendance)

Safe and Timely Case Closure – Evan/Doug – At the last meeting, it was determined that the FSRP All Contractor meeting this spring would be used to begin the conversation around practice improvement and identify how we can be accountable to one another. Pat Anderson (DHS) and Rick Venenga (Families First) are working on developing the agenda with a large amount of time being used for service area groups on what the current status of practice is and what needs are identified. The end of the meeting would be identifying some sort of accountability structure to ensure that the conversation continues and that these improvements need to be worked out by both DHS and Contractor staff.

Understanding Roles Across Contracts – Wendy/Janice – This workgroup will modify the current document to include the roles of Group Care and Shelter Care and will then explore how we share this information in a way that it is meaningful and gets to the family level so they know what is going on. How do we know we are implementing that document and it is working?

Performance Based Contracting – Evan/Anne – The CWLA was presented the question in identifying what a healthy child welfare system looks like, including the key elements, critical points, etc. Once we are aware of what the system looks like then we will describe how to purchase services in performance based contracting.

Child Welfare Emergency Services (CWES) – Cheryl/Gary – This workgroup has the final draft of the CWES framework for review by this committee. The group reviewed the charter to determine if they covered the purpose and completed the planned outcomes that were assigned to them. The group believes that they have met their charge and are in maintenance phase.

Training – Carol/Chris – (2010 Summit) – A draft copy of the summit's logistics, vision, and tentative agenda was reviewed and approved by the committee. The tentative date for this summit is scheduled for Friday, June 11th at the Plymouth Congregational. Mid Iowa agreed to make a donation to Plymouth Congregational for the use of their facility. The four breakout sessions have been identified along with the facilitators of each group. It was determined that the target audience will be the line supervisors and will include DHS supervisors as well as supervisors under the FSRP and R&R contracts. A survey will be sent out to supervisors who will be invited to the summit as well as front line staff. Even though front line staff will not be in attendance, the information received from the survey would hope to provide a sense of whether management, supervisory, and staff perceptions align regarding the public/private partnership.

There have been discussions around identifying one oversight group for training in the next fiscal year, but keeping the training funds would be kept separate. This would allow for one way that strategies are integrated into curriculums, etc.

Family Interaction Plan – Wendy/Chris – The practice champions continue to meet monthly by phone and have altered the curriculum to include Group Care providers. Wendy will be stepping down from the co-chair on this workgroup and will be replaced by another Department staff, whether a Service Area Manager (SAM) or other. The meeting for this Friday will be canceled and the next meeting will be April 9th. The meetings occur on the first Friday of the month. There was a call in February with about ten of the Group Care providers which was positive will all very eager to get this implemented into their practice. A small committee of volunteers will review the curriculum and made adaptations to gear toward group care. There is another call scheduled for April 7th with Group Care providers.

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. Doug and Wendy will meet with Mindy to plan the agenda for the next meeting and base the length of time of meeting relative to the agenda items.
 - a. *Potential agenda items for next meeting:* How do we take part in describing child welfare services? How does the CWPC ensure that all partnership groups integrate recommendations into practice? Can we identify one strategy? Review CWPC vision statement. CWLA updates.
3. Wendy and Janice’s workgroup will add Group Care and Shelter Care to the current document.
4. Cheryl will send the CWES final draft to Mindy to send out to the committee for review/approval.
5. Evan will follow up with the SAMs to identify a co-chair to replace Wendy on the Family Interaction workgroup.
6. Chris will identify public and private staff to share successful partnership on Family Interaction for entries into the Journey of Partnership.
7. Anne will identify public and private staff to share a case example of partnership on Safe Case Closure for entries into the Journey of Partnership.
8. Chris and Anne will coordinate with and provide Amy Juhnke the names of the staff who will participate for the journey entries. Amy will assist the workers in gathering the information and put it in story form for posting to the Journey of Partnership.
9. Amy will provide all of the entries from both topics to Mindy who in turn will share with the committee for review/approval prior to any posting.
10. Chris will confirm with Plymouth that the June 11th date is open and if so, will reserve for the partnership summit.
11. Carol is planning to follow up on whether the DOM justification form needs to be completed. If there are no costs associated to DHS then there is no need for the DOM justification.
12. A meeting is scheduled with the Child Welfare League of America (CWLA) for Monday, 3.8.10. Once this meeting occurs, decisions will be made whether to include the CWPC in meetings when CWLA comes to Iowa for TA.

The next meeting of this committee is yet to be scheduled but is planned for sometime in April 2010.