

## **Child Welfare Partners Committee (CWPC) Membership Committee Guidelines**

**Our Beliefs:** Both the public and private child welfare agencies have critical roles to play in meeting the needs of Iowa's children and families. A stronger public-private partnership is essential to achieve positive results. The children and families we jointly serve deserve no less than our best collaborative effort.

**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.

**Our Primary Purpose:** This committee exists because both public and private agencies recognize the need for a strong partnership. The Child Welfare Partners Committee will promote, practice and model the way for continued collaboration and quality improvement.

### **Duties and Responsibilities**

Each committee member should:

- Be willing to commit time to attend regularly scheduled committee meetings and to actively participate on the committee and any working subcommittees as requested;
- Support and further the goals and objectives of the Child Welfare Partners Committee; and
- Fulfill committee assignments on a timely basis.

### **Committee Membership**

1. There will be seven (7) provider members, five (5) of which will be members of the Coalition for Family and Children's Services in Iowa (Coalition) and two (2) of which will not be Coalition members.
  - a. All provider members should be from provider agencies who provide contracted child welfare services.
2. There will be seven (7) Department of Human Services (DHS) members, which will be made up of the Child Welfare Administrator (CWA), the Chief Financial Officer (CFO), at least two DHS Service Area Managers (SAMs), and three (3) other identified DHS staff.

## **Membership Term**

1. Provider and DHS members will serve three (3) year terms that are staggered except for the DHS Child Welfare Administrator who will serve by virtue of their position.
2. Terms will run from July 1<sup>st</sup> through June 30<sup>th</sup>.
3. Members would be limited to two terms in succession, including any partial terms.
4. Unexpected vacancies will be filled as they occur.

## **Current Membership Term**

1. The initial appointments for terms beginning July 2010 will be one Non-Coalition member, two Coalition members, two DHS members for three year terms; one Non-Coalition member, two Coalition members, two DHS members for two year terms; one Coalition member, one DHS member, for a one year term.

## **Application Process for Membership**

1. DHS members will be appointed by the Child Welfare Administrator.
2. The application will be the same for both Coalition and Non-Coalition members.
3. The Coalition Board will make the appointment of the Coalition provider members.
4. The Child Welfare Administrator will notify all Non-Coalition providers that have Child Welfare contracts of any openings and the application process for a Non-Coalition member. The Child Welfare Partners Committee will then select the person to fill the opening from those who apply.
5. The two Non-Coalition members will represent agencies with contracts for different services within the Department; for example, both of the Non-Coalition members could not be from contractors providing only shelter services or only FSRP services.

Date Adopted and Approved by CWPC: December 4, 2009

Date Revised, Adopted, and Approved by CWPC: November 9, 2011