Child Welfare Partners Committee (CWPC)
Meeting Notes
Thursday, August 8, 2013
1-3:00 p.m.
Hoover Building, 5 NE, Side 1

Members in attendance: Wendy Rickman, Mindy Norwood, Tom Bouska, Barb Gay, Vickie Frick, Mary Macumber Schmidt, Rick Venenga, Julie Allison, and Jennifer Sievert

Members by phone: Mike Mitchell and Dawn Turner

Members not in attendance: Pat Penning, Jean Slaybaugh, and Nola Aalberts

Observers in attendance: No observers in attendance or by phone

Purpose of the Meeting:

The purpose of the meeting was to review the Strategic Plan and provide general updates.

Summary of Meeting:

A copy of the Strategic Plan is currently posted to the CWPC website. As activities/tasks are completed, the updated plan will be posted so those outside of the committee can track the progress on achievement of identified goals and objectives.

In reviewing the plan to date, all tasks are on target for completion. Objectives 1.1.1, 1.1.2, and 1.1.3 were completed regarding the CWPC foundational membership documents and a completed communication plan. The next set of action steps to be completed is due November 2013.

Objective 1.2.3 which promotes sharing of practices and strategies is a standing agenda item for discussion. Wendy Rickman briefly discussed the statewide contract for Drug Testing and Collection. This is the first time for a statewide contract on Collection which creates a change in practice due to the accessibility on dates/times for collections. A "one page" document is being created which will provide a map on the accessibility of collections and will be shared so all have a sense of where to go for this process.

Specific to Objective 3.2.2, Wendy will utilize the developed communication plan to share information regarding Mental Health and Disability Initiative as it becomes available.

The primary focus of Objective 4.1 is whether incentives and disincentives impel the Contractors to the right outcomes. Objective 4.1.1 regarding fidelity of financial strategy to promote outcomes resulted in a recommendation to create a workgroup with an identified charter to focus on this goal and identified objectives. The committee voted and agreed that developing a workgroup to address this objective would be the most effective way to analyze and explore models to mitigate risks. Mary Macumber Schmidt and Tom Bouska are the co-chairs for this workgroup (additional information on this workgroup is provided below).

There was a brief update provided on Differential Response. Wendy had a conversation with the Chief Justice who is supportive of the family engagement process. Two of the five workgroups continue to move forward with charters and in achieving identified goals of each group. The Training workgroup meets for the first time on Friday, 8.9.13 and the Marketing/Communications workgroup still meets. A

second "Practice Bulletin" will be made available and distributed as identified within the developed communication plan. As a reminder, once the DHS website is updated, there will be a specific page on Differential Response which will allow users to sign up for a listserv for notifications on any updates made to this page.

A brief update was provided on the CFSR PIP. We are currently in Quarter 8 which goes through September 2013. A copy of all Executive Summaries can be accessed on the DHS website. As we get near the end of the PIP, the federal partners will begin looking at performance for each benchmark identified within the PIP.

During open discussion, Wendy shared the Department just completed a Federal IV-E audit last week where 80 cases were reviewed with preliminary data reflecting zero errors. She also identified three key strategies to include front line supervisors (both DHS and Contractor), streamline planning with FTDM, and family engagement/involvement. There is value added for time spent and being engaged with families along with facilitation of FTDMs that move to permanency quicker. There was some discussion on what the CWPC could do to facilitate and support these strategies.

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:

Child Welfare Services Contract Outcome Alignment – Mary Macumber Schmidt and Tom Bouska are the co-chairs of this committee with other members including Mindy Norwood, Christine Secrist, and Doug Johnson. The co-chairs and members of this workgroup will reach out to others as necessary to meet the needs of identified goals (i.e. DHS Program Managers, DHS Contract Specialists, Contractor representatives for specific programs/contracts areas, etc.). The purpose of this workgroup is to ensure that performance measures are aligned across contracts, contribute to positive outcomes, and appropriately balance accountability and risk. The goals of this workgroup are outlined in the CWPC Strategic Plan, specifically Objectives 4.1.2, 4.1.3, and 4.1.4. The first meeting of this group was held today prior to this meeting. In reviewing the charter, the current workgroup members agreed to initially focus on the following child welfare service contracts: Safety Plan Services, FSRP Services, Community Care, Foster Group Care, CWES, and R&R. This group will review current performance measures and outcomes identified in each respective contract and determine any need for clarification within definitions; review current payment structures; identify specific examples to clarify any problems or issues; and examine aggregate data to determine the scope of the problem. Upon review of the above identified child welfare service contracts, any patterns that may affect other child welfare service contracts will also be addressed through this group with recommendations made to the CWPC.

Family Interaction (FI)/Family Team Decision Making (FTDM/Youth Transition Decision-Making (YTDM) – All FTDM/YTDM and Family Interaction forms have been reviewed and approved by SBT but are awaiting publishing through the DHS Policy Analysis Division. Once the forms are published, there will be a 30 day notice to allow for the transition with an official implementation date to begin using the forms. These standardized forms are not to be modified by anyone for the purpose of consistency across the state as identified in the CFSR PIP. Mindy Norwood and Pat Anderson continue to work with CWIS and others in the development of a tracking system for FTDM/YTDM facilitators. A Share Point was developed in the interim to begin tracking. A meeting is scheduled later this month with the five service area contact persons to begin updating the Share Point to begin tracking. Once the "official" tracking system is developed, the information within the Share Point will be exported into the newly created system so there will be no need for additional manual entries as there are this time around. The FI/FTDM committee made recommendations for system changes which were completed and include:

- All current FTDM facilitators are no longer associated with individual counties but are now approved on a statewide status. This allows an approved facilitator to facilitate FTDMs anywhere in the state of Iowa, regardless of the service area they worked upon approval.
- Two fields were added to the facilitator screen in the DHS system to include indicators for YTDM and Coach/Mentor. These fields reflect facilitators who are approved to facilitate YTDMs and who are identified as approved coach and mentors.
- A new code was added to the contact list screen in the DHS system to reflect that a YTDM meeting was held. This aligns with the current practice of documenting on this same screen if the FTDM meeting occurred with or without the child present.

Pat, Chris, and Mindy received an email on behalf of SBT stating SBT reviewed the FTDM charter and believe that all CFSR PIP related tasks have been completed. At this time, it is believed the same is true for the Family Interaction CFSR PIP related tasks. A small group of individuals from the current FI/FTDM committee will continue to meet to address and follow up with things specific to FI and FTDM/YTDMs that go beyond the CFSR PIP. As of this meeting, the CWPC members agreed that FI/FTDM would no longer be included on the agenda for updates/discussions during future meetings.

Training – Mike Mitchell and Dawn Turner transitioned over as the co-chairs for this committee with the first "official" meeting as co-chairs held on 8.6.13. The committee members on the call reviewed the annual plan, discussed the need to increase attendance at the supervisory webinars, and identified the role of training on Differential Response as well as focus on Trauma training. These meetings are scheduled monthly.

Next steps:

1. The updated Strategic Plan with completion dates of achieved activities/tasks will be posted to the CWPC webpage.
2. The next meeting of this committee is scheduled for September 12, 2013 from 1-3:00 p.m.

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.