

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 keeps 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 promotes, practices, and models 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 actively participate on the committee and any working subcommittees as requested;
- Support and further the goals and objectives of the CWPC;
- Act as a liaison between the CWPC and the local service area; 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 agencies that provide contracted child welfare services in the state of Iowa.
2. There will be seven (7) Department of Human Services (DHS) members who will be made up of the Child Welfare Division Administrator, the Chief Financial Officer or their designee, the Child Welfare Bureau Chief, at least two DHS Service Area Managers (SAMs), and two (2) 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 Division Administrator, the Chief Financial Officer or their designee, and the Child Welfare Bureau Chief who will serve by virtue of their position.
2. Terms will run from July 1st through June 30th.
3. Members are limited to two (2) terms in succession, including any partial terms.
4. Unexpected vacancies will be filled as they occur.

Co-Chair Terms

1. By virtue of position, the DHS Child Welfare Division Administrator is the public co-chair of this committee with no term limit. The Child Welfare Bureau Chief is the designated backup co-chair when the Division Administrator is not available.
2. The provider co-chair is nominated and selected by the Child Welfare Partners Committee.
 - a. Provider co-chairs will serve one (1) year terms and are limited to two (2) terms in succession, including any partial terms.

Application Process for Membership

1. DHS members are appointed by the DHS Child Welfare Division Administrator.
2. The application is the same for both Coalition and Non-Coalition members.
3. The Coalition Board makes the appointment of the Coalition provider members.
4. The Child Welfare Division Administrator notifies 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 selects the person to fill any openings 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 group care services or only SP/FSRP services.

Date Adopted and Approved by CWPC: December 4, 2009

Date Revised, Adopted, and Approved by CWPC: July 18, 2013; December 10, 2015