

**Administrative Advisory Board Meeting
and Funding Consultation
DRAFT Minutes
September 25, 2007
Casey Family Programs, Boise, ID**

Administrative Advisory Board Attendance:

Mardell Nelson – IDHW
Mike Scholl, Casey
Butch Rodenheiser, BSU
Mike Frumkin - EWU
Patty Gregory, ICWRTC - EWU
Kathy Tidwell, BSU CWC
Michelle Britton – IDHW
Frank Seseck, IDHW

Cameron Gilliland, FACS
Shirley Alexander, IDHW
Lori Yellon – IDHW
Erica Ynina - ?
Kathy McCarrol – IDHW
Oscar Morgan – IDHW
Brian Baldwin – IDHW
Larry Bierle, BSU CWC
Julie Stevens, Casey
Ken Perry, IDHW
Sandy Cobb, ICWRTC-EWU

Guests for Training Portion of Agenda:

Don Schmid, Funding Consultant

Topic	Who	Discussion/Action
8:30 am Introductions and Partnership Overview	Mardell/All	Don gave his professional history and background with Medicaid, H&W, tribal & IV-E. Introductions around room.
9:00 am Funding Overview – “Federal Funds Supporting Permanency & Post-Permanency Services”	Don Schmid	<p>Money framework, various federal funding sources – all money is the way to reach a goal: improved, enhanced, better quality services to families and children. Money is not the goal. If feds can pay more of cost, it can allow us to grow or at least not cut programs. Most of presentation will be about Title IV-E, which is an open-ended entitlement with no limit, as long as state agency expenditure. There are basically only two entitlements left – Medicaid and IV-E.</p> <p>IV-E Eligibility for Foster Care. IV-E changed way agencies did practice. Previous to 1980, for kids in care, there was no limit to how long they were in care and no case planning requirement. There was no requirement to go back into the court system. IV-E brought about 21 protections for kids that weren’t previously there. Congress passed the measure with built-in good practice requirements. It required that no more than 12 months between court orders and required a case plan. It changed practice. AFDC was root with eligibility requirements. IV-E eligibility is based on state requirements for AFDC. During month of petition – family income (varies by state), family resource limit (same in every state), US citizen</p>

or qualified alien, must have lived in the home of the parent (or specified relative) within six months of the eligibility month, deprived of the parental support during the eligibility month (absence of parent, death of parent, mental or physical incapacity of parent, un- or under-employment of primary wage earner).

Court Order Language must be in the first order or the child will never be IV-E eligible: “continuation in their own home would be contrary to the welfare of the child” and “reasonable efforts were made to prevent removal of the child from their family” and “placement and care of the child is the responsibility of the state IV-E agency or other public agency (including Tribe or Tribal Corporation) with whom the state IV-E agency has made a IV-E Maintenance Agreement which is still in effect” and “reasonable efforts were made to address permanency goal at 12 month permanency finding (i.e. facilitate the return of the child, guardianship, adoption, placement with a relative or other permanent living arrangement.”

IV-E Eligibility for Adoption Assistance. Child may be eligible for Adoption Assistance even if not IV-E eligible for foster care. Criteria: Must be identified by the state as a “special needs child” (child cannot or should not be returned to the home of his parents; and there is a factor that makes it difficult to place the child without subsidy; and the State has made a reasonable, but unsuccessful effort to place the child without a subsidy, except where it would be against the best interest of the child). If in home of foster family, can make eligible for adoption assistance. If SSI eligible, child of minor parent who is IV-E eligible, or in foster care and initially met AFDC related requirements.

IV-E Foster Care Maintenance and Adoption Assistance Payments. Maintenance is the board and room payment made to foster parents, group homes, or residential foster care facilities. Adoption assistance is the payment made to parents who adopt a special needs child and cannot exceed the maintenance amount had the child been in a family foster home. The foster home or facility must be fully licensed. The Federal Financial Participation (FFP) same as the Medicaid FMAP (Federal Medical Assistance Program) and ranges from 50% to 83% based on state eligibility (per capita). It is an open-ended entitlement. For foster care, the base amount is set, but there may be an additional “difficulty of care” payment. For adoption, the amount may be as much, but not more than the maintenance amount paid for foster family care (including “difficulty of care” payment). For adoption, the amount is negotiated and may be changed by an Adoption Assistance Agreement.

Title IV-E Administration. Administration includes the expenses of the IV-E agency staff that work with children in foster care or adoption program (including “candidates for foster care”) and their families, related purchase of service contracts and other related operating costs. FFP for administration is 50%. Examples of reimbursable activities are specified in 45 CFR 1356.60 (c): determination of IV-E eligibility, referral to service, preparation for and participation in judicial determinations, placement of the child, development of the case plan, case reviews, case management and supervision relating to foster

children, case management prior to final degree of adoption, case management performed after finalization when done to implement Adoption Assistance Agreement, recruitment and licensing of foster homes, recruitment and home study of adoptive homes, costs related to data collection and reporting, and a proportionate share of related agency overhead. (Translates to child placement activities and practice/social worker participation.) Feds will pay for everything on list. Can apply to candidates for foster care and keep kids in home. FGDM case planning fits, it incorporates best practice principles and can find IV-E words to support claim.

Determination of Allowable Administrative Costs. IV-E reimbursement for personnel and their related expenses is limited to the proportion of the time agency staff spends on allowable administrative (child welfare practice) activities. This is determined by:

- Agency – Random Time Study (RMTS)
- Contracted Agencies (Private) – Contract-Based or Time Study (University Contracts Note: Foster Parent Recruitment is calculated at a different rate than Foster Parent Training. Allocation of costs and personnel may require time study.)
- Time Study Conducted (Typically Tribes) – 4 weeks per quarter, every 15 minutes answer the question, “What are you doing now?”

Time in car counts toward IV-E.

Administration Reimbursement Funding Formula. Total allowable expenditures X (times) Results of the RMTS X (times) IV-E /non-IV-E eligible caseload ratio X (times) 50% FFP

This gets watered down. Example: \$100 allowable expenses X 80% (RMTS) X 50% IV-E eligible caseload X 50% FFP = \$20 net administrative reimbursement.

After applying the formula’s it is not unusual for the state to recover 20-25% of the total cost through this formula.

Title IV-E Training. FFP for Title IV-E training is 75%. Training for:

- Agency staff and those preparing for employment (also new rule – those moving to new job)
 - Initial training
 - Training workshops, conferences, seminars, courses etc,
 - MSW & BSW stipends, tuition, educational supplies.
- Current or prospective foster parents
 - Initial/basic training (i.e. PRIDE)
 - Foster/pre-adopt conferences, annual training, seminars specific to a child’s needs
- Includes cost of travel, per diem, registration fees, trainers.

Training Reimbursement Funding Formula. Total allowable expenditures X (times) IV-E /non-IV-E eligible caseload ratio X (times) 75% FFP

State / Public University Training Partnerships. University-based training for:

- Initial in-service training (Academy)
- Training current IV-E agency staff who are promoted or transferred to another position within the agency
- Training on IV-E allowable topics for current or prospective agency staff such as family group decision making, interstate compact, impact of child abuse and neglect on the child. It will not be on how to do an investigation, but everything around it: impact on the child, family and elements of child abuse and neglect. This is a new development (4/10/2007) and this is now reimbursable. Feds have added additional examples of allowable training. (Don referred to following list from Federal Child Welfare Policy Manual (CWPM), Section 8.1H,Q/A#8.)
 - Social work practice, such as family centered practice and social work methods including interviewing and assessment.
 - Cultural competency related to children and families.
 - Title IV-E policies and procedures.
 - Child abuse and neglect issues, such as impact of child abuse and neglect on a child, and general overviews of the issues involved in child abuse and neglect investigations, if the training is not related to how to conduct an investigation of child abuse and neglect.
 - Permanency planning including using kinship care as a resource for children involved with the child welfare system.
 - General substance abuse, domestic violence, and mental health issues related to children and families in the child welfare system, if this training is not related to providing treatment or services.
 - Effects of separation, grief and loss, child development, and visitation.
 - Communication skills required to work with children and families.
 - Activities designed to preserve, strengthen, and reunify the family, if the training is not related to providing treatment or services.
 - Assessments to determine whether a situation requires a child's removal from the home, if the training is not related directly to conducting a child abuse and neglect investigation. Training on how to conduct specialized assessments such as psychiatric, medical, or educational assessments are not permitted.
 - Ethics training associated with a Title IV-E state plan requirement, such as the confidentiality requirements in section 471(a)(8) of the Act.
 - Contract negotiation, monitoring or voucher processing related to the IV-E program.
 - Adoption and Foster Care Analysis and Reporting System (AFCARS), Statewide Automated Child Welfare Information System (SACWIS) or other child welfare automated system functionality that is closely related to allowable administrative activities in accordance with 45 CFR 1356.60(d) that the State has chosen to claim as Title IV-E training rather than as

SACWIS developmental or operational costs (see AT-ACF-OISN-001).

- Independent living and the issues confronting adolescents preparing for independent living consistent with section 477(b)(3)(D) of the Act and the Child Welfare Policy Manual (CWPM), Section 3.1H,Q/A#1.
- Foster care candidate determinations and pre-placement activities directed toward reasonable efforts in 471(a)(15), if the training is not related to providing a service.
- Training on referrals to services, not how to perform the services.
- Includes cost of travel, per diem, registration fees, trainers for agency staff (45 CFR 235.64).
- Includes cost of travel, per diem, registration fees, trainers for current and prospective foster and adoptive parents (45 CFR 1356.60(b)).

States are putting in their cost allocation plan being able to train foster and pre-adoptive parent training. What this does is increase the ratio number of IV-E eligible kids from the foster care rate of 57-58% to a blended rate of adoption and foster care rates. The adoption rate in Idaho is probably about 75-80%. You add the two populations and the resulting ratio bumps up significantly. Once the justification hits nationally, over 60% of all adoptions through public systems are made by foster parents. When you're training a foster parent, you may well be training a prospective adoptive parent.

State / Public University Training Reimbursement Funding Formula. Direct Cost X (times) IV-E Penetration Rate X (times) 75% FFP

plus *

University Indirect Cost: Direct Cost X (times) indirect instruction rate X (times) IV-E penetration rate X (times) 50% FFP.

* Here's the key to the university – state partnership – added revenue based on the university's indirect rate.

Tribal Funds Qualifying to Match IV-E. Tribes can use Federal ICWA money and their 638 administrative funds for match if the Tribe is running program (not BIA). The law says they can use federal money to match with federal money. Other Tribal funds can be used as well: gaming, tribal business profits, private property, private funds from foundations or individual contributions, or other Tribal controlled funds that are considered to be non-federal for matching purposes. State/Local funds can be used for match. State contracted funds if not already matched by the state. The Tribe's penetration rate tends to be higher than the States, so results in more federal dollars.

Title IV-B Sub-Part 1. Is a long-time federal grant program, not entitlement, limited by congress and vulnerable to budget cuts. Can be spent on wide variety of child welfare services, but clamping down. Based on state population under age 21, though there is a minimum amount to cover infrastructure.

(Flaw: there is a minimum that all states get, so smaller states get a disproportionate higher amount of money.) Tribes have direct access to the state allotment and the Tribal allotment is based on tribal population, but has increased weight for each child (times 3). FFP is 75% with a required 25% match from State/Tribe. State /Tribe share can be cash or in-kind, including in-kind expenditures of private agencies. States / Tribes must have a federally approved 5 year Child Welfare Services Plan.

Title IV-B Sub-Part 2 – Promoting Safe and Stable Families Program. Capped entitlement. Congress must appropriate \$345 million per year. Includes funding for case worker monthly visits with foster children (can carry forward). Idaho’s allocation \$188K. Can use for non-IV-E eligible cases. Includes funding for competitive Methamphetamine and Substance Abuse Regional Partnership awards. (Idaho has been awarded one of these grants.) Must show how being spent – accountability requirement. Plus, there are Discretionary funds (non-entitlement), where the FFP is 75%, requiring a 25% match from State/Tribe (can be case or in-kind from private source, such as Casey). The State allocation must be spent (usually a minimum of 20% on each) on:

- Community-based family support services
- Family preservation
- Time limited family reunification services
- Adoption promotion and support

No more than 10% can be spent on administration and have to be able to justify time claimed. If you used it for a staff person in Central Office, that’s not considered administration.

Tribal allocation can be spent on any of the four categories without a specific 10% requirement. The state share is based on the average number of children receiving food stamps benefits for most recent 3 years. So, if the state is restrictive on food stamps, IV-B Sub-Part 2 money will suffer. Tribal share is based on tribes number of children under age 21 as compared to all federally recognized tribes. Tribe eligibility is limited to Tribes who would be eligible for at least \$10,000. And the Tribe allocation comes from a “set aside” that does not come out of the state allotment. (3% of IV-B, sub-part 2 mandatory and discretionary appropriation). States and tribes must have a federally approved 5 year Child Welfare Services Plan. There is a provision for reallocation of funds to participating Tribes and States. If you’re not going to spend it, it will go to other state or tribe.

Chafee Foster Care Independence Program. Is capped entitlement that Congress must appropriate, requiring a 20% state match from general funds, private funds, or in-kind from a private agency. Casey providing funds for match for Idaho’s \$500K. Allocation is based on the number of children in foster care for the most recent fiscal year. Use of funds allows a really broad application, in any manner that meets the purpose. Eligible child: any foster child without regard to IV-E eligibility likely to remain in foster care until age 18, including children in a private foster care program. Must serve former foster care children ages 18-21 who left foster care before the age of 18 or who aged out of foster care. States may

use up to 30% for room and board of former foster ages 18-21. Provides for optional Medicaid for youth up to age 21. States struggling how to do, liability. Contract with private agency.

Don will send Citation regarding Medicaid. Is a unique allowance for foster kids, not open for everyone 19-21.

Chafee Foster Care Independence Program: Education and Training Vouchers for Youth “Aging Out” of Foster Care. \$60 million authorized, but is not an entitlement. Congress appropriated \$46 million in FY2006, since the full \$60 million was not being used. It requires 20% non-federal match of cash or in-kind. Eligibility:

- Youth otherwise eligible for Chafee
- Youth adopted from foster care after age 16 (some families who would otherwise adopt a child at 15, will wait until the child turns 16 so the child will be eligible for these benefits)
- Youth participating in the Voucher Program on their 21st birthday until they turn 23, as long as they are in post-secondary education or a training program and are making progress.

Is an independence program and the goal is to help youth make smooth transition to self-sufficiency and help youth receive education and training so they can secure a job.

Again, there is a provision for reallocation. If you don't spend it, it will go to other state who will use it.

Title XIX – Medicaid. Open ended entitlement. FMAP (Federal Medical Assistance Program) is based primarily on states per capita income and ranges between 50-83% (Idaho 70-71%). A new rate is set at the beginning of each federal fiscal year. Program provides a broad range of “mandated” and “optional” medical services based on each state's unique plan, including physical health, behavioral health, rehabilitation services, and targeted case management. Services must be authorized by “practitioner of the healing arts”. States use EPSDT to add services. All IV-E eligible (foster and adopted) have automatic eligibility. State has the option for coverage of non-IV-E eligible children. Recommend that this funding source is used whenever possible because of the “open ended” entitlement status.

Title XIX – Medicaid: TCM (Targeted Case Management) Impact of 2005 Deficit Reduction Act. Targeted case management services are case management services specific to classes of individuals or individuals who reside in specific areas which will assist individuals in gaining access to needed medical, social, educational, and other services including:

- Assessment of an eligible individual to determine service needs
- Development of a specific care plan
- Referral and related activities
- Monitoring and follow-up activities.

With respect to the direct delivery of foster care services, TCM does not include such services as:

- Research gathering and documentation required by Foster Care program

- Assessing adoption placements
- Recruiting or interviewing potential foster care parents
- Home investigations
- Serving legal papers
- Providing transportation
- Administering foster parent subsidies
- Making placement arrangements. (These are all IV-E items).

States shall allocate the costs of TCM which are reimbursable under another federally funded program (OMB Circular A-87) under an approved Cost Allocation Plan.

TCM has been under a lot of fire recently – good record-keeping of referrals and proper documentation is the key. OIG disallowances – lots of them due to poor record keeping, on particular child. Is insurance company, needs good documentation of services and costs. Some used random time study- not specific, being disallowed. Must be specific about which of these four activities are being addressed on a specific day for a specific child by the authorized services, just like with any insurance claim for a doctor’s office. July 2000 – letter from head of CHS defining TCM what included and what not. 2005 Deficit Reduction act – CMS discouraging states from using, with OIG. Committee (Senator Grassley) included Clinton letter so still have the list as part of law. After challenges and conflicting federal guidance on TCM, should see new proposed regulations any day now. They can’t go beyond the law, but they may try. Some states are dropping use. Rumor is new rules coming, but law allows as shown on slide. (Don has letter to clarify intent of Senate) State defines (kids in foster care, and juvenile corrections under discussion not SED, DD – those allowed not challenged. ICPC kids, candidates can do fee for service. ICPC person can be billed to IV-E.

Proposed Changes in Medicaid: Rehabilitation Option. Therapeutic Family Foster Care is a Model of Care, not a medically necessary service as defined under XIX of the Social Security Act. Cannot have package of services or bundled rate. States must define all the services that are to be provided, provider qualifications, and payment methodology. Provider qualifications for those who furnish care to children in foster care must be the same as those who furnish the same care to children not in foster care. Not include services that are “intrinsic” elements of programs other than Medicaid (foster care). States are challenging. Would not include provider recruitment, foster parent training, and other services as responsibility of foster care program (IV-E). North Dakota does 40 hours over normal training for Therapeutic Foster Parents and bills to IV-E. IMD (Institution for Mental Disease) with more than 16 beds that does not meet the requirements. Difference of opinion on what the 16-bed issue means. 42 CFR 449.160) Not been claiming in Idaho, so whatever is decided, you get will be new money. Other states may lose money. Some states changed rules under pressure not under law. Providers are making same money, but it costs the states more.

Title IV-A: TANF (Temporary Assistance for Needy Families). Replaced AFDC, and is a capped state entitlement (not individual entitlement). Block grant of \$16.5 billion, plus some supplemental and incentive grants per year. Not as closely scrutinized, but meant for four purposes:

- Provide assistance to needy families (means test).
- End the dependence of needy parents by promoting job preparation, work and marriage (means test).
- Prevent and reduce out-of-wedlock pregnancies (no means test).
- Encourage the formation and maintenance of two-parent families.

There is great latitude in determining eligibility, benefits levels, and services provided to families. Can get creative with funding social service in case plan. Limit is the number of dollars.

Services for 3rd and 4th purpose include:

- Mental health treatment
- Social Skills training
- Special camps
- Adoption/relative search

MOE (Maintenance of Effort) requirement. There is a 30 or 40 page manual with examples of how to show in the case plan how attending a camp will reduce pregnancy out of wedlock (self-esteem issue). That's the connection to bill TANF to social services to kids in the child welfare system. The limit is the amount of TANF funding available, but it is very flexible.

Prior Emergency Assistance Program (EA).

Since Idaho had a prior EA program, can bill pre-TANF services to TANF. This only works for states who had a EA plan in place in 1995 or 1996. Under EA, there is a very broad eligibility policy – could include a child who has been adopted, is with a guardian, or who has been reunified with their birth family. Services would include:

- Case management
- Counseling
- Respite care
- Training
- Child care
- Family support

Title XX – Social Service Block Grant.

Not entitlement, very flexible, can serve candidates, authorized for \$2.38 B, but appropriated less each year, states eat difference. Vulnerable to congressional “balance the budget” focus.

Leveraging Funding. Use of private funds to claim additional federal reimbursement (Title IV-E) and

multiply the size of program and services provided. Also, the use of in-kind from a private provider to serve as federal match for such federal funding streams as IV-B, subparts 1 & 2, and Chafee Independent Living money. Feds have granted authority to use donated funds to match federal funds. NYC got Kellogg grant, regional office disallowed claim, won appeal. Clear that donated funds can be used as match for IV-E. Private university can use in-kind voucher for match. Title IV-E can only be matched with cash, but IV-B and Chafee can be matched with in-kind (requires letter from private agency documenting cost).

Blending Funding. When one type of federal funds are used for a portion of the claim of the expenditures and one or more other federal funds are used for the balance of the expenditures. For example, IV-E funds are used for the administration costs (50% FFP) of recruiting foster parents and IV-E training reimbursement (75% FFP) for training foster/pre-adopt parents for the % of children who are IV-E eligible and IV-B, subpart 1 funds are used for the non-IV-E portion. The result is a higher federal financial participation.

Family Resource Centers: Michigan, Oregon, Massachusetts:

Provide range of services to current foster/adoptive/guardian parents, including:

1. Recruitment, home studies, referral, research, and pre- and post-permanency case management (IV-E Admin 50% FFP)
2. Training (IV-E Training 75% FFP)
3. Respite Care (IV-A-EA, IV-B)
4. Behavioral Treatment (XIX, IV-A-EA)

Keep track of time, so don't double claim. Different services from same agency.

Blending Funding: Child Welfare Training Institute (Rutgers).

1. Foster/Adoptive/Guardian Families (IV-E Training 75%, Blended IV-E ratio – IV-B, XX, Waiver at balance of ratio)
2. Public Agency Staff (IV-E Training 75%, IV-E ratio – IV-B, IV-A-EA, XX)
3. Private Contracted Providers (IV-E Administration 50%, IV-E ratio – IV-B, Chafee, XX)
4. Clinical Treatment Providers (IV-E Administration 50%, IV-E ratio – IV-A-EA, XIX, IV-B)

Training for foster and staff at 75%, others at 50%. Can take ratio of audience and apply to training costs. Look at curriculum and break apart (math formulas) cost based on what part had what focus. If public provider, can include public employee training in unit cost or if clinical can be 50% Medicaid (not for private). Private can only get reimbursed if in unit cost. In Medicaid section. Don believes that CMH clinicians in Academy learning child welfare stuff, breakout clinical curriculum, could bill Medicaid for clinical and IV-E for non-clinical. Will look for us. Chafee for private or public agencies. Don would rather protect Chafee and IV-B funds and use IV-E. Can make more money.

A variety of federal funds can be used when a Center/Institute provides more than one service BUT the staff must be able to allocate their time and costs to the various services.

- Time study.
- Flat rate for the product (ie. adoption home study \$5000).
- Isolation of costs (cost centers).
- Formula driven spreadsheet.

State claimed federal money based on the time study. Because involved in different programs, need to prove distribution of time.

Braiding Funding.

Similar to blending. When two different federal open ended entitlement funds are used for the same service. Example: Targeted Case Management for Children in Foster Care. Process:

- Expenditures for children who are IV-E eligible are claimed to IV-E at a straight 50% FFP.
- Non-IV-E portion of the expenditures are claimed to Medicaid for child who is NOT IV-E eligible but who is Medicaid eligible.
- IV-E portion claimed based on the Random Moment Time Study (RMTS)
- States – Maine, Washington, North Dakota

Waiver Funds. Being able to use any combination of federal IV-E maintenance, administrative, and training funds for various specified child welfare services, including those that are not usually IV-E reimbursable, regardless if the recipient of the service is IV-E eligible as long as the total federal expenditures are budget neutral. New waivers were discontinued on March 31, 2006, but states that had an approved IV-E waiver prior to that time are able to continue with their waiver. No longer available.

Premise: Every State Can Increase Federal Revenue.

Areas that have been under claimed:

Review Random Moment Time Study Definitions:

1. Train staff to participate in the RMTS annually.
2. Evaluate the results of the RMTS (should be 70% - 80% claimable it IV-E /XIX) Have found 20% error on how coded. Who looking at and questioning. Management of RMTS.

Review IV-E Eligibility Policies and Manual Guidance

1. Evaluate if state policies for IV-E foster care and adoption assistance are correct. Every state has some internal policies that are more restrictive than federal requirements.

Review How Funding Source For Purchase of Service Contracts is Determined:

		<ol style="list-style-type: none"> 1. Establish a team of program and fiscal staff to review all purchase of service contracts. 2. Common to claim IV-B, General Fund, or XX instead of IV-E. (Chapin Hall Research) <p>Establish IV-E Quality Assurance Protocol</p> <ol style="list-style-type: none"> 1. Re-determine sample of previously determined IV-E and non- IV-E eligibility cases monthly. <p>Don will ask for sample of 20 non-IV-E cases, commonly finds 20% error. Look at all non-IV-E as a second set of eyes and always do random sampling of all.</p> <p>Donald L. Schmid, ACSW, LCSW 930 N 8th Street Bismark, ND 58501 Phone: 701-223-9295 Email: donschmid@bid.midco.net</p>
10:50 am Funding Options/Tasks	Michelle	<ul style="list-style-type: none"> ▪ Update IV-E/RMTS Descriptions ▪ Audit and Train to RMTS ▪ Medicaid 10-21 ▪ Chiefs CQI and Training ▪ Recruitment at 50% by universities (how fund?) ▪ Blended foster/adoption? ▪ Private universities for match ▪ Screening team – re EPSDT (other XIX service outside the plan) ▪ Medicaid XIX & ICPC & Candidate & CMH ▪ Targeted Case Management – special POPS & clinician positions. CFS bill for clinician activities and services. ▪ TANF activities and guidebook. ▪ Clinical TX – XIX using Medicaid in Academy. ▪ IV-E eligibility age 18-19. ▪ CRWs and Prevention and review ▪ Candidates for foster care, early intervention ▪ Methodical approach to therapeutic foster care. ▪ Chappin Hall Admin Data of IV-E. ▪ Funding matrix
11:00 am Maximizing	Mardell/Don/All	Reviewed agenda from yesterday’s review with Don. <ul style="list-style-type: none"> ▪ IV-E Funding Legal Representation

University Match –
How to claim
faculty as match

- IV-E Funding Guardianships
- IV-E Funding Candidates
- Academy Financing (Bill staff salary during defined learning period, billing staff trainer time)
- Leveraging IV-B with Casey In-Kind
- Implications of FACS/CMH Split: Academy, Treatment Foster Care, Scholars Program

Conclusions:

- Immediately take expenses for legal representation, already getting and use IV-E match for legal partnership issues (public/cash can use) apply penetration rate (salary/fringe/op) may require hourly log/value and bill in increments of “real” costs including support (legal) staff.
- Guardianships – not IV-E option – who are they? What age? Define who eligible for guardian program. Apply to foster parent population – separate IV-E from non-IV-E. Could be budget neutral to move from non-IV-E population. May increase IV-E ratios. You don’t know until you know who, what, and how many. Run the numbers to determine. Example: \$375ish for teen family – with guardianship, pay \$300 – real savings, but how many and what impact. May reduce caseloads, fiscal will be looking for real dollar savings. Fed ob? Reduce burden on case load – guardianships may still have case management, but not same level as IV-E obligation. Could have different work force do visits. State program, no federal mandates.
- Funding candidates: Candidate for FC is child who stat’s been involved – absent services, the child (serious risk) would enter foster care program. Case plan, goals and objectives, can treat as candidate. Case management, review, etc. Bill to IV-E. 58% penetration of kids in care. Front end services to prevent foster placement. 50%. Case plan – determine IV-E eligibility AFDC guidelines relatedness. Court ordered supervision – only comes when court sees serious risk. Candidates for foster care and determine eligibility – put in Training units – 75% plus indirect. Better education experience for future state employees. Dollar-wise is same, but better training experience with potential better delivery. Strengths based best practice, find money to fund it.

Mike F – on WA program, running prevention program at school, wanted to get to kids with kids. Few potential candidates wanted to expose themselves to AFDC. Formal decision – serious risk and case plan. Resistance from family. Would like to brainstorm the process and language. Not soft kids. If we don’t intervene, the kids are going into foster care. 1987 MO decision. 6 months eligibility update, include note: “absent of services, serious risk” apply Penetration rate. Federal policy allows.

Patty – candidate program, case plan, reasonable efforts (define efforts), statement of serious risk - makes IV-E eligible. Template on state system, but can be on hard copy. If for university training unit – straight 75% without penetration rate. Do eligibility of candidate. No court order – fill in background info, same questions in eligibility that state does, on family of candidate. Agency operated or university case management – can do social work case worker activity apply penetration rate. Students = Scholars.

	<p>Scholars program refinanced for 75% claim. Limits activities. Adds to capacity and educational experience.</p> <p>Ken – keep in mind navigation – capacity of workforce to identify candidates. Students do eligibility, find not eligible, can't serve that group, but reduce federal pull-down. If you want 75%, must be assigned to non-students. Wes runs reports, gives to chiefs, assigns to students based on eligibility.</p> <p>Mike F. in schools, kids with kids (Don - can't use general factor like that!), encourage that population, encourage them to determine eligibility, find new candidates to service in schools. Students provide services in schools. Need school involvement. Not open case, but to prevent an open case. Need case to be candidate. Serious situation – going into foster care for IV-E. Not eligible for prevention.</p> <p>Ken - Previous referrals or return to foster care – can be candidate. Need case plan – if not serious enough for this, not need to be candidate served by public agency. Student engagement – working with whole families, preventing foster care – FGDM. Agency would determine eligibility and candidacy. Students can do data collection, but not determine eligibility. Better deal for state, students can serve a population, expand capacity, use navigation unit to support relative care giver. Student not have to be placed in state department. Faculty field supervisor – expand program – 75%.</p> <p>Use state penetration rate for capture of costs of portion of field director? Universe of 150 students, ratio of IV-E to supervisor, waters down dramatically, not zero, can be claimed. Doable. Mike – bills percentage (10% of students are IV-E take 10% of salary.) FTE calculation.</p> <p>Butch – not matching faculty dollar at BSU. Shouldn't we be?</p> <p>Academy – BSU. State purchasing from university training for new hires – some agency staff training, some Casey, some university – claim of certification of expenditure, apply penetration, Academy 1.75 FTE. TANF for non-IV-E eligible. PRIDE – foster pre-adopt. Penetration rate (combined Cassette Mills – blended rate – revise policy) increases money for state decreases TANF funds. Scholars – pretty close to 100% by going IV-E. EWU – scholars (subcontracts) pride (subcontracts) BSU – have one or two rates indirect rates for research and other.</p> <p>Resource Library should be billed at 75%, not 50%. In-service training – faculty as trainers, contract for speakers, and per diem 75%.</p> <p>Employee students – salary and fringe 75% claim.</p>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>Federal definition of stipend is basic living expenses – don't call it stipend, call it funding for travel, tuition, books, education expenses. Existing employee, full time, out of admin claim, full-time student, salary moves from 50% to 75%. No Random moment time study applies. Can back fill position. Segregate student population, no job duties with state. No assigned, out of cost pool, and we can charge full 75% for salary, benefits, etc. per charge.</p> <p>BSW – one year commitment to MSW. No stipend, but get salary. Not usually do both. Roll up savings in administration. Can make money or backfill. Student can do practicum at agency or can be placed outside to have wider educational experiences. Need to have new expanded learning. Pick staff to develop for larger role in agency. Agency can't backfill at full level, but will be able to fill at a reduced rate.</p> <p>No random moment and full 75%. Joe wants to be a star – advanced standing – field placement at Casey – obligation at agency (can be longer work requirement). Pay salary and benefits – only IV-E activities for 75%, wider apply penetration rate. Become part of Scholars student unit.</p> <p>Could offer advanced and foundation – long term training = eight weeks or longer.</p>
12:15 pm	Lunch	
12:45 pm IV-E Tribal Workforce Collaboration Without IV-E Tribal Agreements		<p>We do not have a IV-E tribal agreement. Student placements – social service workers - tribal employees, foster parents recruit and license by tribe and agency – some are trained by us and some by tribes. They could use their money and be reimbursed. Their foster parents are not serving agency's kids. State could train tribal staff and claim at 75%.</p> <p>Tribal Social Services is considered a public agency. If serving agency kids, could be IV-E eligible. Could do ratio based on numbers of kids. Apply to training costs for tribal foster parent training. Waters down, but absence a IV-E agreement, only way to do it. Nez Perce may be ready to consider a IV-E agreement. For kids that are tribal IV-E eligible, IV-E comes from state. Tribe pays for non-IV-E pay with 638 dollars. Incentive to tribe to get as many on IV-E. Penetration rate goes up 2-3% for all field and central office staff. Gain for state. May take a while to get proper language on the court orders and case plans, but BIA requires many of the same.</p> <p>August report to fiscal will show IV-B subparts 1 and 2 and what tribes it went to. Guidance for the tribe to write plan – can pull up on computer.</p> <p>Word of caution – tribes may not have infrastructure. They are part of auditable population. In IV-E agreements with tribes – state determines eligibility. Review claims from tribes. Model tribal community</p>

		<p>colleges for Tribal non-profits – under board, not tribal council politics – less turnover – less politically driven – staff can attract. Better meet CFSR for tribal ICWA, but belief driven. If want it to be successful, will be. Initial and ongoing eligibility, 12 month on reasonable efforts. State manages it, if it doesn't meet the requirements, reverts to 638 dollars. Can really be mutual gain.</p> <p>Can tribal scholar's commitment be to tribe or state? IV-E agreement would be easy, could be on or off reservation. When don't have a IV-E agreement, like private agency, at 50%. State either offers a job, or no openings in that part of state. Or – student is going to work for another agency that meets the state's interest.</p> <p>Is in state's interest for tribe to have strong social service program. Could do private agency 50% claim rather than 75%. Service memorandum agreement. Serving some IV-E some not. Or could do case management for tribe and fill with a tribal person, but many tribes will say we want to do it ourselves.</p> <p>Memorandum of agreement with tribe – educational experience – work obligation at tribe – ICWA cases – 50% claim.</p> <p>Frank - Lots of logistics to hammer out on a IV-E agreement. Needs collaboration and believe best for both to have it.</p> <p>May have ability to move funds around regarding the source of foster parent payments/general funds/ Chaffee funds 638 currently used. Need to review impact to budget to determine cost to agency. With penetration rate increase, may offset the other costs, without having to get more general funds.</p> <p>Next steps: Should pursue tribal agreement, but have challenges to discuss. ICWA and AFSA are parallel. For this child termination not in the best interest for this child. – respectful of tribal culture – can't be across the board, but individually applied. Not need to pursue termination of parental rights if placed with relative. (15-22 months limits) Some tribes terminate and handle adoptions. If in tribal code, the Tribal court can have an adoption without termination and still qualify for IV-E.</p> <p>Tribe, Casey and agency discuss and explore funding options.</p> <p>Mike F – our experience is that tribes have education money.</p>
<p>1:45 pm Part-time scholars students</p>	<p>Mardell</p>	<p>Majority of students - not paying salary now – if students going to graduate school, they quit or are going 2 or 3 years in structured part time programs while working full time. What claimed? Chart: 50% salary & benefits, 75% of everything else. Part of random moment – claiming already in cost pool. From federal perspective, no payback requirement, but state's implement one. Any courses that lead to BSW or</p>

		<p>MSW, not just child welfare coursework. Nothing in federal requirement requiring a BSW or MSW, could be AA for secretary. Could use to find tribal students in BSW programs in community colleges.</p> <p>Any current employee who wants to get masters, with penetration rate and 75%. Could use for clinicians or other applicable degrees.</p> <p>Don't call it stipend. Rural placement uplift works well to incentivize the students.</p> <p>Children's mental health – IV-E academy scholars – working with IV-E clients and therapeutic foster homes. In scholars, could clinicians be scholars? Case managements – assessments – in IV-E, it's not what you're called it's what you do. If case management, billable to IV-E. May have to argue with auditor. If on time study, then going into non-billable code. Random time study, completely defensible.</p>
<p>2:00 pm Maximizing University Match – How to Claim Faculty as Match</p>	<p>Butch</p>	<p>Faculty matches to support school in training IV-E – historical recollections. How much currently available? Definition on pages 19 and 20 of 235.64: students are “employed by or preparing for employment”. Big audits – University of Minnesota. How relate to child welfare, etc.? University took look at curriculum to foster care /adoption, etc. People employed by or preparing for employment – distance education – cost of instructor, etc. Larger percentage of employees in these classes. Utah and North Dakota– evaluated pre-requisition courses leading to bachelors. Faculty cost that relates to foster care. Took out gerontology or other non-IV-E.</p> <p>University benefits from this. Mike F - In Washington, we do this, but donate it back for match for cost neutral program.</p> <p>Mike F - If we do this in Idaho program, suggests a split, so part goes to state for match and part back to university. Shared risk and shared benefit.</p> <p>Don: State would get, becomes flexible money for state for program expansion. IV-E reimbursement, revenue, needs legislative authority to receive and spend.</p> <p>Coded: Federal*</p> <p>*federal money that's matchable – to be used to match with other money. Reimbursement from money you already spent. Just like IV-B money and Chaffee can be carried forward. Made category.</p> <p>Partnership planning about how spend to strengthen partnership programs. BSU, how you going to use? IDHW how you use? EWU, how you use? Take money and make a difference with it.</p> <p>Administrative Board will discuss and plan on how to use the funds. MOU define the goals of the money.</p>

		<p>Interdependence – financial. Subcontracted universities could be brought in on this.</p> <p>Increasing number of stipends, and sponsored employee students. University sets up, budget. Agency makes claim. Each quarter, submit what actually cost. IV-E reimburses. Lift out dollar amount of IV-E direct and indirects entry onto column one on IV-E 1 claim form. Suggest Child Welfare Director should sign claim rather than fiscal manager.</p> <p>Program side should know what money side looks like.</p> <p>Utah or North Dakota best format? Don compare and make recommendations. ND patterned after Utah. Might want to take a look at real budgets, and figures, may not be worth the effort.</p> <p>Bachelors more close to 100%. Acceptable coursework topics defined in State / Public University Training Partnerships section above.</p> <p>Clarification on sources of budget. State plan would need to include this and cost allocation. Call Kathryn Kahn and show how Oregon doing.</p> <p>Stipends only to BSW seniors? Most common, but could give to juniors as well.</p> <p>Risk – annual review of costs: areas of exposure: what in cost pool, what base stipend percent on – what percent of course content – indirect rates verifiable.</p> <p>75% requires documentation and validation – more scrutiny. Defensible fitting rules.</p> <p>Next steps – get methodologies formats, universities to figure whether worthwhile. Plan due next June (for October) but can be amended any time. Target fiscal 2009. Administrative Board by November meeting. Include ISU and LCSC in discussion. Receipts authority and cost allocation/state plan. Don to provide documentation to show how to carry forward from year to year.</p>
<p>3:30 pm Peer Mentor/Recruiter program</p>	<p>Mardell</p>	<p>EWU hiring Recruitment Peer Mentors (RPMs), reimburse costs local plans to recruit and support new foster parents. 50% for recruitment. Need to allocate peer mentoring (training) at 75%. Be prepared to defend that it is training. Job description and employee manual clearly define role and claim clean.</p> <p>Contracting gives more control than internal. Capacity issues – use university match to maximize FTEs states interests are protected and manageable. Don – described experience where by law, Public system cannot do adoptions – done through contracts. Contain it – control quality. Required training expectations built into the contract. Created embedded trainers in agency to support PIP, now need to move trainer</p>

Convert FTEs to university employees to maximize staffing needs		<p>function to universities, and “give back” those chief positions.</p> <p>Training and research most vulnerable to cuts. Protect delivery by moving to universities.</p>
4:00 pm Funding Diversity Center	Kathy	<p>BSU’s fledging project. Needs in community Treasure Valley using interpreters. Parents with English speaking kids. Community based website to find interpreters in whatever language they need. Bosnian student. Address other blocks to care. Recruiting diverse foster parents. Not representative of local population. Center BSU employee.</p> <p>Board committed to addressing disproportionality, recruitment, retention of staff and foster parents (all three are IV-E related). Might have vulnerability on the diverse staff outside of foster care or candidates. Might be good for Casey to contract with BSU with direct and indirect. Agency claims from IV-E. Butch can give \$ to Center and provides a billable service plus indirects, agency bills feds on IV-E 1 page. 50% at penetration rate.</p> <p>Interpreter services for foster care families and candidates would be IV-E eligible at penetration rate.</p> <p>Likely going to have other foundations to put money as Chapin Hall administrative data. Several foundations want to contribute to public welfare. Don: do as much as you can through the university setting.</p> <p>Agency need to get authorization to receive money, needs contract to do Diversity Center.</p>
Adjourn 4:20 pm Next meeting		November 13 - Boise