

**IDAHO CHILD WELFARE PARTNERSHIP
ADMINISTRATIVE BOARD MINUTES
February 20, 2007**

DRAFT

Present: Michelle Britton, DHW; Mardell Nelson, DHW; Patty Gregory, ICWRTC/EWU; Frank Sesek, DHW; Mike Frumkin, EWU; Mike Scholl, Casey; Butch Rodenhiser, BSU; Kathy Tidwell, BSU; Bill Clouser, LCSC; Kathleen Allyn, Division of Behavioral Health; Chuck Halligan, CMH Program Manager.

Christy Claymore, Recorder

Topic	Who	Discussion	Action
Welcome, Introductions, Announcements	Michelle/ All	<p>The group made the following announcements.</p> <p>Kathy Tidwell—BSU:</p> <ul style="list-style-type: none"> • Boise State’s Child Welfare Center is now moved in the 300 Mallard location. • The Center’s Open House was last week, and the staff entertained and educated a steady flow of visitors. • The Academy training room has accommodated two sessions of Academy and two sessions of PRIDE, to date. • The training room is available for meetings and other Child-Welfare-related events. To reserve the room call (208) 426-5935. <p>Patty Gregory— ICWRTC/EWU</p> <ul style="list-style-type: none"> • The ICWRTC is working on the CMH Conference being held at BSU. There will be a good array of opportunity for parents and others to be involved in the program. • University Partners are working on the Student Institute Conference on March 6 & 7, which Ray Mullenax is heading up. <p>Mike Frumkin — EWU</p> <ul style="list-style-type: none"> • April 17 is the dedication of EWU Senior Hall. From 9AM to noon Lynn Hoffman, a renowned family therapist, will give a workshop for all attendees. The President will 	<ul style="list-style-type: none"> • The Operations Board is scheduled for 4/17 at EWU, following the dedication.

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		<p>do the ribbon cutting around noon. The next day, Lynn Hoffman will present again. Contact hours will be given for the sessions.</p> <ul style="list-style-type: none"> • 3,000 alumni have been invited anticipating 300-400 to people to come. <p>Bill Clouser – LCSC</p> <ul style="list-style-type: none"> • New Social Work Director – Eleanor Downy. • Heath Walters, who sat in last meeting on behalf of Bill, is interested in a faculty position. • Seven people are interested in Scholars stipends, which mean some are not going to receive them. Certain candidates have great potential, and will thus drive up the competition for the awards. • Kelly Loftus is now heading up PRIDE, and teaching Child Welfare classes – previous instructor had to leave the position because of diagnosis that turned out to be a misdiagnosis. <p>Mardell Nelson – DHW</p> <ul style="list-style-type: none"> • Competency Based Learning Contract (CBLC) Training was completed for Child Welfare Supervisors, statewide. • Family Centered Practice Supervisor training was completed in January for new supervisors. Casey and University Partners participated. This is prerequisite training for upcoming Family Centered Practice (FCP) training-of-trainers sessions being scheduled. • North Carolina FCP trainers are returning to provided additional training to the training team, in preparation for a statewide role out. • Between March and May this consultation model will be rolled out. • In May Dee Wilson from University of Washington will train supervisors on critical thinking and managing 	<ul style="list-style-type: none"> • Would like to advertise on the Health and Welfare site to inform workers of this event.

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		<p>workloads.</p> <p>Mike Scholl – Casey Foundation</p> <ul style="list-style-type: none"> • Casey helped the Department train 15 trainers on the Ansell-Casey life skills assessment, to promote youth sustainability. • On April 5 & 6 – Casey is sponsoring “Better Together” training. The audience will be community-based partners, state workers, as well as alumni. • Casey is working on revising practice standards, and is working to mobilize staff around their expanding focus to include more than foster care. • [Michelle] in April, Mike is being recognized with a national award from the Administration of Children and Families at the upcoming Child Abuse Prevention Conference in Portland. <p>Frank Seseck – DHW</p> <ul style="list-style-type: none"> • Frank convened the first Practice Enhancement Team. The team is to support TAP Integration into FACS Practice. They are overseeing the use the \$200,000 Casey contributed to the FACS budget and how to use this money for foster care enhancements that are not covered by IV-E. The group will work on how to train staff how to finance services most effectively. They are developing a funding Matrix tool for this purpose. • He is overseeing a workload study being conducted by American Humane Association. This will be a rich source of information about staffing needs and allocation patterns. Results will be brought to next Administrative Meeting. We will be better able to respond to the criticisms received about the program. Data will be used to reallocate current staff and seek more staff through legislation. • The oversight committee is discovering ways to compare 	

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		<p>regional performance on CFSR outcomes, based on staffing resources.</p> <p>Michelle Britton—DHW</p> <ul style="list-style-type: none"> • Good information is being derived from CQI reports. • Staff turnover rates are slowing down. Staff is leaving primarily because of workload. The Division is undergoing a workload analysis. • A small summit was held on legal representation. The problem is that there is no legal standing for workers when bringing a civil case forward. Prosecutors feel they represent the people, not FACS. Following hearings, prosecution back away from cases, this slows future permanency hearings. This is frustrating for workers. In addition, courts do not always implement correct language required to receive IV-E funding. • The Department needs consistent, statewide legal representation. Some regions have good representation and have future hearings scheduled at the time of initial hearing. More often, inexperienced prosecutors are assigned to these cases, as well as inexperienced workers. • [Mardell] Child Welfare does not have adequate control of the front gate to the system in order to manage capacity or to be able to implement our philosophy of family centered practice. • We also need consistency in training supervisors. North Carolina is returning to help establish standards. [Patty]: Family Group Decision Making provided good tools for these issues. • FACS is tracking disturbing proposed legislation. The sponsor wants affidavits signed by the person reporting abuse or neglect. This barrier would be a legal process before entering the actual legal process. • During the initial split of CMH from FACS, residential care 	

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		<p>funds we put in the Division of Behavioral Health. Michelle has been successful in getting that reversed, since FACS has approximately 80% of the children in residential care.</p> <ul style="list-style-type: none"> • Feds want to have Idaho's next CFSR in March of 2008. FACS is trying to move this to April 2008 to avoid spring break. [Mardell] In a move for more alignment, the Chiefs have recently adopted the Federal CQI tool rather than Idaho's version. Staff and Partners were trained and they are starting to use this tool. <p>Butch Rodenhiser-BSU</p> <ul style="list-style-type: none"> • BSU is experiencing more Social Work applicants – Up 30 to 40% 	
Revisit Rotation Sequence	Mardell	<ul style="list-style-type: none"> • Bill has decided to stay on the board, so there was a need to modify the Co-leadership sequence. • Mike Frumkin revisited the need for Frank to have a vote. The Operations Board requested this topic be delayed until the Operations Report, since they have a proposal that addresses this issue. 	Rotation sequence was modified. EWU will move into leadership in the third year and the University Partner will assume leadership in the fourth year. (SEQUENCE)
Review of Minutes/Agenda	Michelle	<ul style="list-style-type: none"> • The minutes from the last meeting were reviewed. Michelle motioned to approve minutes. • The board reviewed and approved the agenda. 	Minutes from November 14, 2006 were approved unanimously.

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Vision/Governance Discussion	Mike Scholl, Mardell	<ul style="list-style-type: none"> • Mardell: Handout and review of Operations Proposal (Attachment). Discussed the function between the Admin Board, Operation Board, and the other boards. The advisory boards are taking on operations functions and there is confusion between Operations and Administrative Boards. This prompted Operations Board to develop the proposed organizational role/responsibility clarifications and changes. • Patty: Ohio is interested in Idaho’s model. They commented on our web info and how the partnership is structured. • Mike Scholl: Our partnership is unique in size and scope, and is an instrument for change. • Mike Scholl: The Partnership’s link with Health and Welfare is very clear, but it is not so clearly linked with the universities. • Patty: The University Partners are displayed on the boards (diagrams), but they lack participation. • Mike Frumkin: suggested linking University Partners, not only to the Schools of Social Work, but also to other university departments to tap their expertise. • Mardell: the Department still needs to be fully represent—specifically the Division of Behavioral Health. Discussion on this will proceed later in the meeting. • In light of language change (e.g. Operations “Board” to “Committee”) the MOU will not be revised – “no substantive change.” • The Admin Board is done with setting the Partnership goals for the logic model process. • Disproportionality holds implications for the partnership. Mike distributed handouts and a DVD on the topic for discussion at the next meeting. 	<ul style="list-style-type: none"> • The Administration Board accepted the Operations Board proposal to make Operation Board a standing working committee of the Administration Board. The status of the remaining boards will change from advisory to full operations boards. (See Attachment for detail of this action). • The new Operations Committee of the Board will assume primary responsibility for integrating the Advisory Board work plans into the Partnership logic model. Administrative Board

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		<ul style="list-style-type: none"> • Mike would like the Partnership to participate in an “Undoing Racism” workshop, a 2.5-day event, sometime in 2008. 	<ul style="list-style-type: none"> • Board Members will review the materials in preparation for a discussion on the topic of Disproportionality at the next meeting.
Operations Accomplishments	Mike, Patty, Kathy	<ul style="list-style-type: none"> • Outlined also in handout “Idaho Child Welfare Partnership Board Accomplishments – Winter Quarter” • Patty – Evaluation Accomplishments: NCFAS-R family assessment tool training completed for Family Group Decision Making evaluation. <ul style="list-style-type: none"> - Regions 1 & 2 are focus. Some data from Regions 3 & 4 will be incorporated. - Supports worker to make professional judgments - Family-centered tool - Can be computer based - Doesn’t take a long time - Fits the environment of math. and other addictions - Connects case plan and assessment - Examines environment - Very easy switch w/ how staff has been trained - Post-judiciary tool - Assists with case plan, and takes from what is developed at the family group meeting - Evaluation of training - Staff found it helpful - Mike Scholl: Good vehicle for standardizing FCP - Butch: Is it more client-focused? - Patty: It is being catalogued. This tool considers economic situations under the banner of ‘environment.’ - Michelle: staff has complained that it seems that their jobs involve terminating parental rights on day 1? - Mardell: Dr. Kirk covered the reunification scale. • Mike Scholl – Practice Enhancement (handout): 	

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		<ul style="list-style-type: none"> - Merging moving older youth in foster care to permanency - Each region will have its own team. • Kathy – Academy Accomplishments - New brochure - Written curriculum is due by May 1st - Mike Frumkin: Is there a suicide assessment topic? - There is not. - Mike F.: EWU has an online course for this that could be available. - Mardell: We can bring this up with CMH. - Kathy: There is a new Indian Child Welfare online course implemented through NICWA. It is serving as pre-requisite for the Cultural Competency topic. • Patty – Resource Families: The Peer Recruiter/Mentor Initiative started that highlights partnership. - Blends and leverages Casey and Department funds. - Using EWU’s contract to hire foster parents to do recruitment. - The project will be affiliated with regional advisory groups comprised of Regional Directors, Managers, licensing staff, U. Partner and community members. - Some are reaching Native American and Latino groups and trying to fill gaps. • Kathy – Scholars Accomplishments: - Redesigning IV-E plan to seek more funding –higher claim - Sought input from Chiefs, then staff and supervisors - Our Challenge is to make sure that approved IV-E activity is translate into program - Ray Mullenax is finishing the proposal and submitting it to Mardell for review by Region X. - A higher claim means a lower match for Department 	

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		<ul style="list-style-type: none">- The effort meets our goals of retention and recruitment.- Chiefs expressed no concerns with this plan- Students cannot be placed in in-take units.- Mardell: we are still exploring CMH implications-- whether or not they can tap into funds- Pure IV-E funding will constrain some service activities students can do.- It was suggested that Don Schmidt might be sought for consultation.- Mike Frumkin noted that we could provide proper training/experience through educational requirements, rather than on completely relying on IV-E funding to cover all the necessary instructive bases.	

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Diversity Program	Kathy	<ul style="list-style-type: none">• BSU Child Welfare Center is holding a community meeting on the 27th of this month. Various community members affiliated with interpreter services will come to discuss how to make these services more accessible to those who need them.• CW is in need of the services.• Program is aimed at launching a site to network people involved and affiliated with these services.• They are in the process of hiring a grant writer.	<ul style="list-style-type: none">• The outcome of this meeting will be an agenda item for next quarter.

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Preliminary Discussion re: CMH Issues and membership	All	<ul style="list-style-type: none"> • Brainstormed and prepared questions and topics to discuss for Kathleen Allyn arrival. 	
Status on Jeff D Lawsuit, Interim Committee	Kathleen Allyn	<ul style="list-style-type: none"> • Jeff D. Matrix handout distributed. The action items are listed by #. The Department was not in compliance w/ 21 action items. At the next court session, the Department wants to allege compliance and move to vacate. • A budget request was submitted to the legislature this session to expand #30.D – day treatment capacity. Historically the money has not all been spent. The idea is to change the formula-- to reallocate funds so that balance may be made available upon school district’s need/requests. • Much energy is being expended to get consent order vacated and to end the lawsuit. This is not the end of what CMH needs to do, but rather the beginning. The suit needs to be dismissed, so the program can finally get on with the work. • Interim committee- The final report is now posted on the DHW website. The meat of the report are the recommendations: <ul style="list-style-type: none"> - Standardize statewide assessments on substance abuse and mental health - Establish a secure mental health facility - Service plans - Grants to develop community-based projects/programs • Mike Frumkin: How many children is CMH serving? Chuck: Many are treated by outpatient services, thus no good data on outcomes. • Kathleen: Previously directed Medicaid – questions remain about Medicaid coverage. • There are on-going efforts to support a psychiatric residency program, for about six residents at a time. Dr. 	

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	<p>Group Discussion about CMH role in Partnership</p>	<p>Dewey at the V.A. is promoting this program.</p> <ul style="list-style-type: none"> • Review of Idaho CMH directory program • Creation of mental health and substance abuse treatment center • Increase number of probation officers • Senator Stagner is looking at health district models • Michelle: What are your main priorities at this time? Kathleen: 1. Getting Jeff D. resolved, 2. the ATR grant, 3. a Data system in Adult Mental Health. It is not good – not putting people where they should go...some hospitals not equipped to serve certain patients. • Chuck: Jeff D. #31.I identifies need for more therapeutic foster homes. Not strong on recruitment piece in presentation • Michelle: One plan is to recruit for therapeutic foster homes from pool of established foster parents, and train them and pair them with a clinician. • Mike Frumkin suggested that students could also work with these families. There is a concern about stability since students will only cycle through. Mike suggested that families could also be paired with the students' supervisors, so that there would be a constant in the arrangement. • Chuck: Foster parents should work with birth parents. Mike F: What is the overlap of foster care kids also in CMH? A small number, because they are seen by PSR private-sector providers. There could be funding implications with this. <ul style="list-style-type: none"> - Mike S: SED, voluntary placements. • Chuck: In CMH, there is very little direct therapy since they look to the private provider for many cases. CMH mainly deals with initial assessment, but treatments, like psychotherapy, are left to the private provider sector that serves Medicaid cardholders. • Michelle: CMH deals with many open cases, most are not 	<ul style="list-style-type: none"> • Patty: We can offer support for workforce and treatment foster care.

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		<p>CW cases. Chuck: 98-99% of the children are on Medicaid.</p> <ul style="list-style-type: none"> • Michelle: Medicaid deals with private sector, so those numbers are not readily available to Chuck, and thus, they do not know the overall outcomes with Medicaid cardholders, except from PSR assessments. It is feasible to obtain this data, but not before a couple years of work. • Chuck: CMH is using the wraparound model. • Also, training curriculum is being developed for foster parents. CW is also working on foster parent recruitment. University partners are to direct that initiative. • Mike Scholl would like work on CMH link to youth in care outcomes. • Michelle: CMH to partner with common needs and then not with separate needs? Mardell: CMH was part of Child Welfare a couple months ago and continues to be viewed as part of the Child Welfare System of Care. The CMH System of Care grant incorporated partnering with Child Welfare as a key collaborator • Michelle: What about IV-E funding? Mike Frumkin: We could include CMH assessment in safety assessment. • How can we merge sharing Academy and Scholars with CMH? Chuck: Is not speaking for the Administrator – but he would like to be conjoined with the Academy and Scholars projects. • Mike Frumkin: Students can be placed in CMH and the Scholars program could be expanded. • Kathy: CMH could be assigned to each of the boards. <ul style="list-style-type: none"> • Scholars Program: Needs to engage CMH Program regarding recruiting students and training them on eligibility processes and allowable services, funded by IV-E. • Mike Frumkin: Suicide assessment mentioned again. Implementing this in Academy will lend a little more to 	<ul style="list-style-type: none"> • Academy Board already has as an agenda to work with Mental Health curricula. Kurt and Ritchie are on Academy Board and Chuck is on the Evaluation Board.

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		<p>CMH.</p> <ul style="list-style-type: none"> • Michelle: CMH posed the question of CMH joining the join partnership?--Taking into account: Academy, Scholars, workforce development, career ladder, respite, foster care Recruitment, System of Care grant, Medicaid – residential care, PSR oversight, CFSR outcomes, workload study, transitioning youth • Chuck noted the following is also to be considered: Academy for AMH, Substance Abuse • Mardell raised the issue of a broader Children’s Academy including DJC • Some sort of consensus is needed, before work on Jeff D. is completed. Mardell and Chuck are to put together a proposal for Kathleen’s review. • Mike Frumkin: Develop outcomes in helping children-4 goals/ child-focused outcomes to be assessed in order to bring things together and to sell politically. • Behavioral Health’s seat on the Operations Committee remains an open question. Question-- if Chuck is to be brought into Operations Committee? 	<ul style="list-style-type: none"> • Seek DBM Support to engage CMH Chiefs on recruiting students and training them on allowable services funded by IV-E. • Chuck will speak with Kathleen on this after Legislative session. • Therapeutic Foster Care Plan and workforce development Plan are to be put on the Operations Committee agenda for purposes of developing a Jeff D. proposal. • Chuck and Ross with work with the Committee on these topics.

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Partnership Site	Patty	Partnership website should be up in March.	
CW/CMH Workload Study	Frank	<p>Distributed Workload Study handouts:</p> <ul style="list-style-type: none"> • Regional comparison of the CFSR-23 Assessment Items compared to Staff Retention • Quarters 1 through 11 of data. Facets examined were safety, permanency and well-being. Percentage of ‘highs’ and ‘lows’ vary, and are evaluated from a bell-curve perspective. Region 6 scored consistently better than other regions, and will thus serve as a standard. Caseload size has apparent implications for retention of workers. Higher staff retention generates higher outcomes. • Region 3 does not need more positions, just needs to fill their open ones. Vacancy does not necessarily reflect turnover. • Michelle: See if we can relate caseloads and retention to vacancy rates. • Mardell: early figures show we can make an argument for 67 new staff in child protection and 10 staff in CMH. • We need to come up with a top number/standard for caseloads, then figure out the difference with current number of case loads/workers – rationale for creating positions. • Butch: This data is a way to justify School of Social Works’ existence – • Frank: could particularize to specific region. Region 5 has 	

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		<p>no School of Social Work within it. We have a need in the southeastern part of the state.</p> <ul style="list-style-type: none"> • Butch: We could bring a model to Twin Falls at CSI (from BSU or ISU). • The group questioned CMH relationship to CFSR. Chuck: Unsure of how CFSR standards relate to CMH. CMH is a resource – their kids will end up in CFSR. • Mike Scholl: Child Welfare needs to evaluate mental health outcomes of children and improve employment and education outcomes for older youth. • FACS asked for extension of Medicaid coverage for youth 19 to 21 aging out of foster care. Medicaid indicated there was a Federal rule that said no. If extensions are made for certain kids, they will have to be made for all kids. 	
Other items	All	<ul style="list-style-type: none"> • This is the Partnership’s one-year anniversary. Discussed media coverage in newspapers and student papers. Mike Scholl has a recent write-up that could be used or modified. In addition, there is the recent BSU “Open House” announcement and last year’s announcement that can be worked with. • The West Coast Child Welfare Trainers Conference is in August. The Partnership is likely to submit a presentation Also, CSWE is in October, in San Francisco. This would also be an option for presentation. • Michelle is doing focus groups with staff regarding FACS business process improvements. She inquired if the Universities could help with a 6-sigma process improvement analysis. • Mardell suggested requesting technical assistance from the National Resource Center for Organizational Improvement. We have used them before and they serve as a clearinghouse for such resources. 	<ul style="list-style-type: none"> • Michelle and Mardell to send an update to Tom Shanahan at DHW.
Next Steps		<ul style="list-style-type: none"> • Michelle to clarify CMH involvement with the Partnership • Diversity Project – Community meeting report 	<i>Next meeting May 23, 2007</i>

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		<ul style="list-style-type: none"><li data-bbox="632 191 1352 261">• Mike to check on possibility of having Don Schmidt consult with the Partnership about financing	<i>Location Boise- Casey Family Program Offices</i>

**Idaho Child Welfare Partnership Administration Board
Attachment to 2/20/07 Minutes**

DRAFT Operations Proposal

- Recommend merging of the Operations Board with the Administrative Board. The current Operations Board would become the working committee of the Admin Board, while the expanded Admin. Board would focus on leadership and policy change.
- The Admin Board continue meeting once per quarter, while the working committee would meet monthly. Additionally, on a quarterly basis, the working committee (Operations Board) would include the Chairs of the working Boards. This would significantly enhance communication and support to the working Boards.
- If the current Admin Board members want to keep a one agency-one vote balance of power, then the working committee (Operations Board members) would become ex-officio/ non-voting members of the Admin. Board. In essence they would be staff to the Admin Board.
- If since the Admin Board decided on a consensus process rather than majority voting, then maybe the issue of voting members versus working committee members is mute.
- Recommend changing the name and function of the Advisory Boards to full working Boards that plan and carry out their respective operations.
- Recommend the designees from the four Partnership member organizations, who serve as conveners per MOU, remain in their convenue roles (meeting and conference call logistics, minutes, financing, follow-up details etc.). However if they are also serving on the current Operations Board (propose Admin working committee) and serving as Chairs of Advisory (working) Boards, we recommend they resign this dual role and facilitate elections of new Chairs. This would expand the leadership responsibilities/opportunities. The elected Chairs would be responsible for the agendas, meeting facilitation and leading implementation of their respective Board's work plans.
- Recommend the current conveners, who are not on the Operations Board but are serving as Chairs, remain in their Chair role for one more year and then hold elections for a new Chair.
- Recommend the charters of these new working Boards designate elections every two years, in June. Chairs of the Practice Innovation and

Resource Family Boards would be elected in odd years and Evaluation, Academy and Scholars Board Chairs would be elected in even years. This would set up a rotation of leadership amongst the Board, while maintaining continuity in the leadership. The Operations Board (working committee of the Admin Board) would be responsible for orienting the new Board Chairs within the quarter following elections (by September of each year).

- Recommend the Operations Board (propose working committee of the Admin Board) work with the Chairs of the working Boards to translate and operationalize the Admin Boards direction provided in the following three (3) identified premises of change:
 1. Collaboration is the most effective means of achieving long-term change
 2. Activities should strengthen communication as they proceed
 3. Disproportionate outcomes are unacceptable in the child welfare system

Additionally, the Operations Board (propose working committee of the Admin Board) would work with the Board Chairs to refine and implement their respective work plans following the logic model Partnership goals set out by the Admin Board to improve Child Welfare practice in Idaho by:

1. Improving retention
2. Providing quality education
3. Using data to inform practice
4. Integrating best practice into the workforce
5. Providing quality training programs
6. Improving recruitment
7. Mitigating disparate outcomes for children and youth of color.