

**IDAHO CHILD WELFARE PARTNERSHIP
ADMINISTRATIVE BOARD MINUTES
November 14, 2006**

DRAFT

Present: Michelle Britton, DHW; Mardell Nelson, DHW; Patty Gregory, ICWRTC/EWU; Frank Seseck, DHW; Mike Frumkin, EWU; Mike Scholl, Casey; Butch Rodenhiser, BSU; Kathy Tidwell, BSU; Heath Walters (for Bill Clouser), LCSC; Rick Phillips, ICWRTC/EWU.

Sally Blackwell, Recorder

Topic	Who	Discussion	Action
Welcome, Introductions, Announcements	Michelle/ All	<p>Mike Frumkin:</p> <ul style="list-style-type: none"> • EWU has a new President, Rudolfo Arevalo (MSW from University of Michigan, 1st Hispanic President of a four-year University in WA State.) • Enrollment is currently at about 10,000 • The School of Social Work has 700 students, with about 35 full-time faculty • Have two new part-time BSW programs. Newest at Clark Community College in Vancouver will start in January. Fits in with goal to recruit a more diverse workforce. <p>Patty Gregory – ICWRTC</p> <ul style="list-style-type: none"> • Completed all site visits to NNU, ISU, CSI, NIC, and LCSC. • Doing a lot of training on PRIDE <ul style="list-style-type: none"> Two different websites for parents to get online and get their 2-hour continuing ed credit Holdings for the library are at 1600 and they have over 200 patrons. They are planning a regional bookmobile effort in February • Doing exit interviews on resource families and evaluations for Academy, Family Group Decision Making, and Children’s Mental Health • CSI and NIC will offer credit for PRIDE. <p>Butch Rodenhiser—BSU</p> <ul style="list-style-type: none"> • Planning stages for some interdisciplinary distance education delivery of mental health types of curriculum in rural areas. • Have 12 faculty • Supervisory class very well received—90 registered and they have a waiting list for the next one when it is scheduled. <p>Heath Walters—LCSC</p> <ul style="list-style-type: none"> • Eleanor Downey will be new Program Director • Bill Clouser is now the Division Chair 	

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		<p>Kathy Tidwell—BSU</p> <ul style="list-style-type: none"> • Just moved into their new space on Park center in Boise • The training center will be available in January • Dawn Brown was hired as event planner • A part-time Scholar’s person will be hired to help Ray • Lois is on family medical leave <p>Mike Scholl—Casey Foundation</p> <ul style="list-style-type: none"> • Two new people-- David Sanders and David Burns, new Executive VPs. Strong background in Public Child Welfare • Mission by 2020– reducing # of youth in foster care by half; investing dollars saved by improving outcomes for youth in foster care in the areas of mental health, education, and employment. <p>Rick Phillips – ICWRTC</p> <ul style="list-style-type: none"> • Academy Evaluation – different “twist” -- embedding some real adult learning theory and transfer of learning theory into the process. <p>Mardell Nelson – DHW</p> <ul style="list-style-type: none"> • Changes in organization at DHW – new Division Behavioral Health, placement of Children’s Mental Health in the new division, new leadership— all challenges for the future • Working on Academy evaluation, building a training team, and writing curriculum for the training. Will be developing and writing curricula, which is due in May. Then we will look at how to revise and regionalize the Academy structure and logistics. <p>Michelle Britton—DHW</p> <ul style="list-style-type: none"> • Michelle told of the dramatic improvements in the child welfare system she has seen since she became regional director in 1989. • Expected shortage of TANF in 2009. Anticipated 11% across the board cut. Will be working on it in advance to be ready for cuts. • A Legislative Committee is considering what to do with behavioral health, whether to leave in the Dept. or separate into its own agency. • New Tribal Relations Program Manager for DHW – Pete Putra of Chippewa Cree heritage. Will be a great addition to the Dept. and the Academy. • Pressing need for manpower and 	

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		<p>foster care home shortage—a big challenge.</p> <p>Frank Sesek – DHW</p> <ul style="list-style-type: none"> • Frank reported on a workload study currently underway. The American Humane Association solicited time study data from all child welfare staff. The study was conducted between May 15 and June 16. 10,000 cases were involved. This actual data is being compared with data from structured estimation groups and analysis of the data will be used to help in understanding the allocation of staff and possibly to get more staff. There will be a preliminary report in December. Potentially will need help in interpreting the data and will have a set of questions that this group could help with. The hope is to have something to show the legislators this session documenting the child welfare workload. • Casey has indicated they will contribute \$200,000 a year for leverage and coverage—IV-E and other federal programs require private matches -- \$35,000 of Casey money will leverage \$35,000 of IV-E federal money for recruitment. Another allocation will be for training; one will be for enhanced services (services for foster parents and foster children not funded by IV-E). \$100,000 will be devoted to maintaining enhanced services. 	
Review of Minutes	Group	The minutes from the last meeting were reviewed.	Minutes from May 31, 2006 were approved unanimously.
Review of Agenda	Mardell and Patty	<p>Mardell outlined the tasks set out in the agenda for the board and reviewed the documents in the packets.</p> <p>The Administrative Board will be making decisions and providing support and direction for the participants at the Partnership meeting tomorrow, as they prepare for work with the Advisory Boards. Patty reviewed the Partnership agenda for tomorrow.</p> <p>Today, the Board will re-visit Partnership Challenges that were identified at May Board meeting and will address proposals from the Operations Board. Rick Phillips will facilitate discussion regarding the logic model during lunch. The Charters of the Advisory Board will be reviewed for approval. Mardell emphasized the need for the Admin Board to message the</p>	<ul style="list-style-type: none"> • Most Board Members are planning to attend at least part of

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	Rick	<p>the Senator and provided him with data and background information. Discussion on importance of outreach to high school students and teachers as mentors (Spokane program).</p> <p><i>Academy Evaluation</i> Review of Executive Summary</p> <ul style="list-style-type: none"> • Self Evals. show significant gain • Content well-accepted and meaningful • Directing content aligns well with competencies <p>Discussion--There will be a shift in the eval. from individual topics to focus on individually set goals, taking these back to the field and being assisted by their supervisor in these goals and then bringing this back to the Academy. Goals would be set after each week. This would individualize the learning and provide structure for supervisors.</p>	<ul style="list-style-type: none"> • Practice Development Advisory Board – will address and let Sen. Hill know that the partnership has the infrastructure to make this happen. • Community colleges could provide setting for pilot of this.
Advisory Boards	All	Discussion of Statewide Initiatives – Accountability, Deliverables	Consensus that advisory boards need to have meaningful goals to advance in order to make it worth their time investment.
Election of Board Chairs	All	<p>Discussion of type of structure for the Chair/Co-Chair system. Election of co-chairs to serve 1-year term beginning Jan. 2007.</p> <p>MOA was referenced to review membership status—confirmed (Page 2, 4.1 and Page 5, #5)</p>	<p>Consensus—</p> <ul style="list-style-type: none"> • Two people acting as Co-Chairs • Five candidates – One from BSU, One from Health and Welfare, One from EWU, One from Casey, One university partner’s representative. • Mike Frumkin nominated Michelle Britton and Mike Scholl as co-chairs. <p>Approved unanimously.</p> <ul style="list-style-type: none"> • Consensus for rotating list of five for one-year terms running January to January. • Drawing of names established the rotation: <ol style="list-style-type: none"> 1. Mike Scholl-Casey 2. Michelle Britton-DHW 3. Bill Clouser- (University partner representative) 4. EWU 5. BSU
Prioritization of Challenges	Mardell/All	<p>Discussion of Prioritization of Partnership Challenges</p> <ul style="list-style-type: none"> • Rick – handout - Priority Matrix—Score 3s for highest. Used for each Advisory Board 	<p>Consensus:</p> <ul style="list-style-type: none"> • Add “Mitigate Disparate Outcomes” as number seven.” • Change #8 to “Strengthen Communication” • Use Collaboration,

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		<ul style="list-style-type: none"> • Kathy – In the Operations Board they discussed possibility of prioritizing 1-3 of the goals for all the advisory boards, focusing attention on those. Recruitment and retention would be a suggestion as the top, most urgent priorities. 	<p>Communication, and Disproportionality as themes—universal for all.</p> <ul style="list-style-type: none"> • Advisory Boards will do specific goal setting with timelines. • Admin Board approved the proposal to prioritize recruitment and retention as the top challenges for this year’s work. • Mike and Michelle to convey the above direction at the Partnership meeting.
Website Demonstration	Sandy Cobb	<ul style="list-style-type: none"> • Demo of new interactive website for Partnership. Will go live at the end of November. • The website will provide access to the resource library, training calendar, and information on events. 	<p>Address of website—www.icwpartnership.org.</p> <ul style="list-style-type: none"> • Remove Sandy invited the group to send suggestions and requests to her by email.
Advisory Board Reports	Operations Board I	<ul style="list-style-type: none"> • <i>(Handout)</i> Patty reviewed roles of the Advisory Boards in context of the Partnership structure. Discussion on support for Advisory Boards for what they are doing, setting timelines; • Discussed process to use for tomorrow’s meeting. Review Purpose and Membership of each Advisory Board Charter. 	<p>Consensus—for tomorrow:</p> <ul style="list-style-type: none"> • Remove the outcome goals/measures from the Charters and move this to work plans, in order to have charters more fixed, while the work plans will change developmentally. Re-do work plans with new focus on retention and recruitment. • Create plans incorporating h Logic Model process. • Can use existing work plan in that process. <ul style="list-style-type: none"> • Approved Charters with the following noted changes and <i>Academy – Kathy</i> Purpose – replace “CFS social worker” with “Child Welfare social workers.” <p><i>Scholars – Kathy</i> Membership – add “Social Work” to Chief Liaison to read “Social Work Chief Liaison.”</p> <p><i>Evaluation – Patty</i> Membership – Change “FOCUS Manager and CDIU Representative” to “FACS Information Systems Manager” and add “Program Manager Liaison.”</p> <p><i>Resource Family Training - Patty</i></p>

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			Purpose – add “and ongoing training and support for resource families to promote a collaborative resource family model. Membership—add Children’s Mental Health representative. <i>Practice Development Advisory Board– Mike</i> Membership – Add Children’s Mental Health representative.
Logic Model	Rick	The group did continued work on the logic model in preparation for tomorrow’s meeting. The group was asked to provide direction for the Advisory Boards. Instead, the group decided they needed input on what the Advisory Boards need from them, in order to move forward. <i>(Handout)</i> Rick facilitated the group in “Activities Taken or Planned to Address Challenges” – documentation process, for sharing on a quarterly basis at meetings.	<ul style="list-style-type: none"> • Rick will incorporate asking the Advisory Boards for input on their needs as part of tomorrow’s facilitation at the All-Partners meeting. • Rick to email as an attachment, prior to the next meeting.
Meeting Evaluations	All	Comments from the group on the meeting--good communication, good progress on preparing for the partnership meeting. Discussion about presentation to groups tomorrow to reassure about re-doing charters.	
Next Steps			<i>Next meeting February 20, 2007 Location Boise-Training Center</i>