



Evaluation Advisory Board Minutes
1-9-07

Purpose: To facilitate outcome identification, development and achievement, provide guidance and support for the implementation of service and outcome evaluation activities associated with the Division, and to promote and develop standardization of procedures.

Agenda Items	Time	Name	Decisions/Notes
Introductions & Brief Announcements	8	All	Mardell, Oscar, Frank, Patty, Kathy, Alberta, Rick0
Minutes Approval and Review Agenda	8:10	All	Minutes approved.
<u>Work Updates:</u> FGDM evaluation next steps	8:15	Patty	<p>FGDM evaluation: Use of Access Database: Benefits of the Access system for the NCFAS-R are twofold:</p> <p>1) It will auto score the instrument for them which some staff may really prefer, hence it will increase the diffusion of this instrument being used, hence the attention to family functioning in practice.</p> <p>2) It will allow for more efficient data collection for the evaluation.</p> <p>The second reason is not nearly as important as the first one. Our evaluation team can deal with data entry. The first reason is really important, and I think staff having a choice about how to score the NCFAS-R, and the anticipated increase in diffusion of the instrument in practice, is something to seriously consider.</p> <p>The negative side of this is twofold:</p>

Data work group update	8:45	Brian/Patty/Oscar	<p>1) IDHW I.T. staff will need to spend some time, but not a lot, installing access on some staff members computers. This is largely a front end issue, but some new hires may request this option as well.</p> <p>2) Since IDHW I.T. staff won't support Access then I will have to, and the only issue here is timeliness and resources. I may not be able to travel to, let's say Kellogg or Sandpoint, in a timely manner to trouble shoot Access problems if they are such that they need on site support. Additionally, I.T. support is not really part of my contracted services for this evaluation.</p> <ul style="list-style-type: none"> • If there is a way to balance IDHW I.T. support resources with the potential for improving practice, this would be ideal. I look forward to your thoughts on this. <p><i>Ed will load individual computers not connected to the network --- CD he would issue to staff and contractors and some training on how to use it.</i></p> <p>Patty needs to get the staff person identified from Casey. Update: staff identified.</p> <p>Dr. Ray Kirk training scheduled for 2-13-07 in Post falls</p> <p>No data from Casey for the work sheet. Move to Operations Committee.</p> <p>Data sharing work group will meet on the 19th.</p> <p>Round 5 & 6 data is complete. In moving to a summative evaluation format, may mean completing another round of data. Maintain the current collection until the time that we can substitute summative data. This depends on CBLC completion. Dissemination strategy will have to be developed following completion and submission of a report.</p>
	9:00	Rick/Kathy/Mardell	

<p>Academy evaluation - formulation of Academy reports for the managers</p> <p>Exit Interview Update Inclusion of Recruitment work order and interface.</p>	<p>9:30</p>	<p>Rick/Patty</p>	<p>Evaluation is showing competencies of team work may not be covered in the curriculum, particularly in core #4. Telephone conference is planned with that group to determine why team work is not showing up in evaluations as a competency CMH may be doing their own academy.</p> <p>Jessica Braziel out of NNU is assisting Rick with the evaluation. She will be connected to Scholars students and is developing a training packet and interview protocol for their use in interviewing exiting foster parents. Need to establish that link between Jessica and the Department and then the link between Jessica and the students. FFI's will also need to understand the process and eventually all students to be involved in the interview process and as a part of their learning.</p> <p>Turn around time will be important from the time evaluation gets the name to the time the interview happens. Success will be completion of the interview protocol. Looking for 5 to 6 interviews initially. Rick is unable to determine what the numbers look like based on the pilot. Address the back log no longer than 3 months. Contact names needed from each region. Licensing supervisor in most regions.</p> <ul style="list-style-type: none"> Recruitment: Rick is concerned about the ability of Regional community advisory groups will be formed by July. Directive from Michelle to the Managers to form these groups. Update: Most
---	-------------	-------------------	---

	9:45	Frank	<p>advisory groups initiated and contact has been made in each region with the Pride Trainer.</p> <ul style="list-style-type: none"> • Oscar is putting together the material for the contract for the scope for the University. Update: Scope of work completed and sent up for signature. • This contract is a pass through – job descriptions should be more generic that allows them to – may need weekly logs about what it is they are trying to do. Weekly logs should come from the recruiters. • Base line numbers, do we have this? Do we have numbers for the long term objectives. • Assignment to Kim and Lori to bring together the numbers of foster parents summary of the rationale that includes the baseline data and include some goals documentation of the numbers to begin with: • Increased foster parent involvement in recruiting (#) • Increased community recruitment contacts (#) • Increased general foster parent homes (#) • Increased foster families of color (#) • Base line data development <p>Regions can identify what strategies --- Regional advisory groups will send forward the strategies that seem to work. Learning issues about how to work with the Department to obtain access to groups that may not be available to Peer Recruiters Call on the 17th with the Resource Family Trainers. – May need process data.</p> <p>Frank will send email.</p>
--	------	-------	---

Work Study update			
Next meeting & Agenda items	10:15		Next Meeting: February 16 th Friday conference call.