

OPERATIONS BOARD MEETING

1-18-07

9:30-4:00

BSU Child Welfare Center

MINUTES

AGENDA	DISCUSSION	ACTION
Review Minutes and Agenda		
Web Site -Content -Distribution	The web site is scheduled to be up by the end of January. Discussed distribution of the web site	-Need to add disproportionality and disparate outcomes to the web site, goal and overarching theme sections of the page and on the flash. -Seek more input from the Practice Innovation Board on their section of the web site -List the partners under the logo and specify contacts. -Start sending all minutes to Dana that are not currently posted -Evaluation Advisory will not post reports until they have been reviewed by FACS Program Managers -Plan to Demo web site at April FACS Program Committee -Demo at the Admin meeting on 2/20 and also available for the BSU Open House on 2/14 -Mike to think about Casey opportunities to distribute the web site
Patty's Transition -Job Description	Mardell and Patty reported on meeting with Mike Frumkin to begin discussion regarding a national search for Patty's position. Also discussed Patty's ongoing role with the Center, once she retires as Director. -Group gave input to the job description	- Mardell to collate input and send recommendations to Mike Frumkin.
FGDM Evaluation -Training -Casey Funding	Dr. Kirk is training on FGDM assessment tool on 2/13, which marks the kick off	-Casey agreed to pick up the cost of meals and training room and they may pay for the cost of some of the assessment books. Mike and Patty will

	<p>of the evaluation. Marilyn Tucker will attend for Casey. Casey is willing to assist with evaluation costs, since this event is pricey</p>	<p>work out the details.</p>
<p>Discussion regarding outreach to the respective Admin Board Reps -Mike/Mardell-Michelle -Patty/Mardell-Mike Frumkin -Kathy-Butch</p>	<p>Patty and Mardell met with Mike F. He suggested that membership should be more not less inclusive. Also, he recommended giving the Board a policy issue to study and address, to see if the group takes up the work. -Mike and Mardell reported on meeting with Michelle. Continued logic model development not working. Left with lack of clarity about whether the Admin Board really wants to be a policy leadership board or advisory, since they really view the advisory boards as operations groups and they have deferred Admin functions to Operations Board. NOTE: this may result in need for MOU amendments. Additional organizational clarity is needed regarding the parallel entity in the Universities that receives/operationalizes Partnership recommendations projects and improvements. Discussed immediate policy issues: CMH and funding. -Kathy met with Butch. He is</p>	<p>-2/20 Agenda –Set Direction for the Partnership. Seek clarity/sanction from the Admin Board on role and function of each organizational entity in the Partnership. Clarify benefit of the policy “bully pulpit” to each partner.</p> <p>-Mike agreed to attempt drafting an organization chart the highlights the lack of parallel organization entities in the Universities, as a point for discussion.</p> <p>-Michelle asked Mardell to invite Kathleen Allyn to the next Admin Board meeting (2/20) and request she be on the agenda to present on CMH issues: Jeff D, Interim Committee and JFAC presentation. This may lead to discussion about CMH integration with CW, IV-E funding/program issues, CFSR/PIP issues related to child well being, CMH membership on Partnership, sustainability planning for the CMH Grant.</p> <p>-The Operations Board arranged for consultation on logic model next steps, later in today’s agenda. The question is how to move the Partnership logic model work forward and into the advisory boards, without continuing to have the Admin Board focus on this work. (See logic model section of agenda)</p>

	<p>maxed and not able to assist with further logic model development outside of the Admin Board.</p>	
<p>Planning the 2/20 Admin Meeting -Leadership Rotation -Bill Stepping Down -Invitation to Kathleen Allyn-CMH -Advance Review of Materials</p>	<p>-Heath Walters reported that Bill Clouser was too busy in his new job to continue serving on the Board. His plan was to have Eleanor Downy (the new LCSC Social Work Director) take over his role. Mardell wrote Bill to clarify his continued membership and raised the governance issue that Bill represented the other sub-contract schools, not LCSC, thus questioning whether the sub-contractors should be convened to elect a new representative.</p> <p>-The Admin. Board members agreed to rotate and co-chair the group. When they selected the order of rotation, the University Partner Rep. (Bill Clouser) was selected to serve the same year he is scheduled to leave the Board. This would result in a brand new representative coming on a chair.</p> <p>Kathleen Allyn has been invited to present on CMH issues at the next meeting. Agendas item for Admin</p>	<p>-Continue trying to contact Bill about his intentions. Patty may need to reconvene the sub-contractors regarding their direction about representation. Is the representative position held by the person selected or held by the school the person comes from?</p> <p>-Put this on the Admin Board agenda for another review.</p> <p>-Confirm Kathleen's participation in the meeting and send an information packet regarding CMH issues to Board Members.</p>

	<p>Board-discussion of sustainable CMH system of care; adding CMH membership to the Partnership, Funding a joint CMH/ Child Welfare workforce development system.</p>	
<p>Program Manager Meeting Agenda -Schedule -Standard Agenda Item -Scholars Presentation -Presentations to Chiefs Meetings</p>	<p>-Mardell distributed FACS Program Committee calendar for 2007 to Operations Members -Michelle has agreed to have the Partnership be a standing agenda item on the Program Committee. -Met with Ray Mullenax to plan the presentation of the plan to revise the scholars program in order to facilitate making a higher IV-E claim. The Chiefs presentation went well and they indicated agreement to assist in verifying that students are serving IV-E eligible cases. Program Manager presentation will be similar to Chiefs presentation.</p>	<p>-Mardell will forward this same information to Kim Fordham and Julie Stevens and ask them organize Board meetings and program updates around these dates, so relevant issues can be placed on the Program Committee meeting agenda.</p> <p>-Ray will lead on presenting the program changes. Patty and Kathy will also attend and present at the meeting. Other Partnership agenda items will include updates on evaluations being overseen by the Evaluation Board and Academy Issues.</p> <p>Handouts will include: IV-E approved activity (Washington’s list), Focus Group input, timesheet documentation related to RDU eligibility report.</p>
<p>Advisory Board Status/Updates -Operations Charter Review -Charters-finalized and posting -Work Plans-status -Projects Update -Other Formation Issues</p>	<p>-Operations Charter review – Tabled - Discussed need to add disproportionality and disparate outcomes language to the goals section of Charters. Also, Admin Board approved the charters pending removal of the outcomes and measures section from Charters and</p>	<p>-Patty is working with Sandy Cobb and ICWRTC staff to get the Charters edited for placement on web site. The goal is to have a web site demo for 2/20 meeting</p>

	transfer to the work plans	
Other Agenda Items		
Logic Model Implementation: Logic Model Consult with Rick Phillips -Partnership Administrative Board Response -Mike on Disproportionality -Messaging in the System -Next Steps	-Discussed strategies for completing the logic model, without further input from the Admin Board. The group agreed to begin with the framework developed by the admin board on 5/31. Operations will work with Kim and Julie to integrate the logic model into the Advisory Board's planning	Developed proposal for the 2/20 Admin. Meeting (see attachment)
Next Steps -Assignments -Meeting Schedule -Operations Meeting in N. Idaho to coincide with EWU Building Celebration (April)		March Meeting April 18, 2007 meeting at ICWRTC

PROPOSAL