

**Resource Family  
Training Advisory  
Board**

**Date: June 6, 2008**  
**Time: 8:30am-12:00**  
**Location: BSU Child Welfare Center**  
**300 Mallard, Boise**

**MEMBERS PRESENT:**, Kathy James, Scott Burlingame, Susan Dwello, Kathy McCarroll, Julianne Rinard (by Phone), Fred Kirn, Dana Kelly, Pharis Stanger, Susan Amaral, Lorrie Breshears

**MEMBERS ABSENT:** Oscar Morgan Alan Lamb, Marilyn Thompson, Ross Edmunds, Cameron Gilliland, Brent Porges

**GUESTS:** Julie Pratt, Rick Phillips

**FACILITATOR:** Kim Fordham

**RECORDER:** Robert Hernandez

**TIMEKEEPER:**

**REVIEW OF MINUTES (approved/or changes): NA**

REVIEW OF AGENDA (additions/deletions):

**ANNOUNCEMENTS:**

- \* Due to the move, the ICWRTC staff's DHW email accounts will be changed to email accounts from EWU
- \* The hiring process is going smoothly and will begin on July 1<sup>st</sup>, 2008. There will be a different process in place involving the time sheets.
- \* **EXPANDED ACCESS TO COLLEGE FINANCIAL AID FOR FORMER FOSTER YOUTH.** Under this new law, youth who are adopted from foster care at any point after their 13<sup>th</sup> birthday will not have to include their parents' income in the calculations for determining their need for financial aid on the FAFSA. This information should be shared with others.
- \* The NIC is doing a recruitment DVD which is moving along. They should have a draft out by August, 2008. A DVD can be sent to the board for feedback.
- \* Foster Care T-shirts were brought by Susan Dwello and available to those present.

Agenda Item	Presenter		Identify Outcome/Action in Bold & Note Time Frame
Introductions 1.Roxanne 2.Julie 3. Robert 4. Anyone else? Announcements Updates	Kim		Along with introductions by each board member, new Partnership members were introduced including Robert Hernandez who is facilitating the Communications Project and providing administrative support for the Partnership and Julie Pratt who is the new recruitment coordinator and overseeing the PEER Mentor Program.
Specific Issues			Julianne gave an update on the recent conference events that took

			<p>place and here are some of the activities reported:</p> <ul style="list-style-type: none"> <li>➤ The bylaws were completed and the final draft was done while in Atlanta and now they are ready to go to a vote in June 28<sup>th</sup>, 2008.</li> <li>➤ The website up and recently had as many as 500 hits which included inquiries and contacts by those interested in Idaho adoption. A donation of blankets from an organization in Hawaii was sent and curriculum for helping children was sent by an organization in California.</li> <li>➤ Four committees have been established with the next tasks of formulating the articles of incorporation, working on the website's membership application, and targeting legislature and informing them about the cost of bringing up a child.</li> <li>➤ Kickoff for the walkathon is in September.</li> <li>➤ There were various meetings throughout Idaho and next one in Pocatello on June 28<sup>th</sup>, 2008.</li> <li>➤ Bi-weekly meeting are starting with the board to keep the momentum going and to stay focus.</li> <li>➤ They were accepted as recipient for the pajama project thanks to Susan Dwello and they have received box of stuffed animals from Kohl's.</li> <li>➤ They have pins for foster care month and are able to distribute them in order to increase the awareness.</li> <li>➤ The two goals recently established are: 1.) Legislative action to raise the needed funds; 2.) Having identification badge for foster parents. She would like board support for this.</li> </ul>
Chair nominations and elections	Kim		<p>Because the Operations Board mandated that each board needs to rotate positions, the chair position was now open.</p> <p>The chair responsibilities include facilitating the board meetings and disseminating board information to the Operations Board. Because Kim's responsibility as a convener is to ensure that this meeting is properly prepared, she would help the new chair.</p>

			<p>It was brought up that the Practice Development Board has recently elected a co-chair and that this could be a possibility for the Resource Family Board so it was unanimous to have Susan Dwello co-chair with Kim as chair.</p>
Membership	Lorrie		<p>A suggestion for having a licensed worker as part of the board membership was considered by the board. The following concerns were brought up in response to the suggestion:</p> <ul style="list-style-type: none"> <li>➤ Having a contractor on the board could be a conflict of interest.</li> <li>➤ Where to draw the line once one contractor is selected</li> <li>➤ Having field staff doing committee work.</li> </ul> <p>It was concluded that the board can get their perspective without the time commitment. This means there will be one perspective from one region and not the broad scope.</p> <p>Casey has hired a youth advocate and perhaps this youth can be part of the board.</p> <p>It was agreed that there should be a kinship and an advocate on the board. Dana knows of someone who would be highly qualified for this position and is specific to Boise region. Before submitting anything, she can first confirm with this potential candidate.</p>
Process Mapping			<p>DHW is currently doing process mapping for adoption, foster care, risk assessment and permanency and plans to come up with good working standards and then supply that information to the Partnership. Questions from the Resource Family Board can be submitted. The results of this work can help the board prioritize as well. The process mapping is currently only around FACS and will be meeting with Casey for utilizing their system.</p>
Logic Model/Activity Plan	Rick		<p>At PIP meeting Emerging Themes information was given out and these handouts were distributed.</p> <p>Improving Child Care, Enhancing Child Permanency, and Engaging Families are the emerging themes.</p>

			<p>The PIP can aid in working on the logic model and in strategizing. These should work around the PIP with the thought of what does the Resource Family Board want to present at the November 2008 annual meeting.</p> <p>It was brought up that it is important to have inclusion when activities are worked on (CMH, Navigation, etc.) so that all can bring something to the table and take something back.</p> <p>The next meetings should show where they have been and where they are going so now there will be more involvement with work and not just the logic model. This means doing tasks that align with the PIP. The board is to see itself in the areas of the PIP.</p> <p>The Preliminary CFSR-2 Review Results and Preliminary CFSR-2 Systemic Factors Results were reviewed with the board with the following items listed lowest on the report:</p> <ul style="list-style-type: none"><li>➤ Safety Outcome 2 (Safely Maintained in Child’s Own Home)</li><li>➤ Well-being Outcome 1 (Enhanced Capacity to Provide for Children)</li><li>➤ Permanency Outcome 1 (Permanent and Stable Living Condition)</li><li>➤ Case Review</li></ul> <p>Items that were brought up during this time were:</p> <ul style="list-style-type: none"><li>➤ Foster and Adoptive Parent Licensing</li><li>➤ The need for a statewide plan for recruitment and reflect ethnic and racial disparity.</li><li>➤ Delays in the adoption process</li><li>➤ FGDM and Quality Assurance System revealed that one candidate attended three FGDM and did not follow FGDM principles, but did what they wanted to do. This impacts placement. Information for what FGDM is done has been set up in Regions 1 and 2. This information should be given to the ones who did the contract.</li><li>➤ Contractors may not be involved in principles that have</li></ul>
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			<p>been set. The model is that if families are not included to make decisions then it is not pertinent. Yet there is still a need to move the system with limited resources along so corners may be cut.</p> <ul style="list-style-type: none"><li>➤ The process of engaging families is an outcome and this message needs to be conveyed.</li><li>➤ Push the practice and make a hard demonstration that the outcome can be driven and resources are brought in with concrete data. What is our strategy to influence public and legislative opinion to get needed resources? One way is by going back each year with more relevant data. A competent healthy responsible adult is the desired outcome. So what is involved in producing this outcome in such programs as FGDM? The case for increased funding can be made when needed data is provided.</li><li>➤ Process mapping and the logic model will help get the same or better outcomes.</li><li>➤ How does work with board translate to the field with case workers? If the board is not able to do this then it is job for the Operations Board.</li><li>➤ If we cannot say what a foster parent role is and means, how can those who are foster parents. How are they included in this? This first area of focus can be part of process mapping. Need to define how Idaho defines foster parent.</li><li>➤ Have a standard developed and approved by April 2009 on what the role of the team members are and the mission of team</li></ul> <p>The board needed to consider what things are of higher importance on the logic model and narrow the list in order to have focus and instant measures of success. The challenges from the logic model were placed on the walls so that these can be reviewed and prioritized. Each board member was to choose the top three challenges by placing a sticky on each challenge they believed should be the top three. Everyone present from the board selected the top three challenges. The ones that had the most votes were:</p>
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			<p>Focus #1: Improve Retention Of Work Force and Resource Families  Outcome #2: RF's will view themselves as an essential member of the service delivery team  Challenge #2: No common definition of a service team member (valued, professional, etc).</p> <p>Focus #2: Improve Recruitment  Desired Outcome #2: A sustainable, comprehensive recruitment effort for RF's and therapeutic foster care will be developed  Challenge #1: Lack of Funding</p> <p>Focus #3: Mitigate Disparate Outcomes for Youth of Color  Desired Outcome #1: Increase efforts to recruit a culturally diverse resource family pool.  Challenge#2: Recruitment is in the beginning stages.</p> <p>These three chosen align with the PIP and so now the board will focus on these three and put the others aside until later. Between now and next meeting work will be done to accomplish the challenge. The goal is that today each person takes an action and works on it and brings a report at the next meeting.</p> <p>During this phase, the need for data is needed and if there is data that cannot be obtained then contact with the Evaluation Board should be done in order to collect any needed data.</p>
Board Actions			<p>The following actions were assigned from the focus: Improve Retention of Work Force and Resource Families:</p> <ul style="list-style-type: none"> <li>➤ Process Mapping by end of July with board questions forwarded to Kathy by the end of June (Kathy, Frances, Marion)</li> <li>➤ Utilize student to place this process mapping in document form (Kim)</li> <li>➤ Foster parent needs information and definition (Sue A- for next meeting agenda)</li> </ul>

			<ul style="list-style-type: none"><li>➤ Define goals of the team and purpose worker and foster parent (Scott- for next meeting agenda)</li><li>➤ ID badges for foster parents (Susan D and Julianne)</li><li>➤ Develop a standard for confidentiality best practice (ICWRTC)</li><li>➤ Resource Family feedback (Julianne)</li><li>➤ Specialties Defining concepts (Farris- for next meeting agenda)</li><li>➤ Licensing standards and academy standards (Kathy M.)</li><li>➤ Foster parent exit interviews (ICWRTC &amp; Kathy M)</li></ul> <p>The following action was assigned from the focus, Improve Retention:</p> <ul style="list-style-type: none"><li>➤ Region Questions and Data Collecting (Julie/Kim/Susan)</li></ul>
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**NEXT MEETING DATE: August 7<sup>th</sup>, 2008; 8:30-12pm at the BSU CWC**