



Scholars Advisory Board
2/22/07

Agenda Items	Time	Name	Decisions/Notes
Introductions & Brief Announcements	10:00	All	In attendance: Mardell Nelson, Kathy Tidwell, Ray Mullenax, Bri Watkins, Patty Gregory, Kris Richards, Mary Jo
Minutes Approval and Review Agenda	10:05	All	Approved
<u>Work Updates:</u> *HR Update *CFS Updates *Annual Partnership Meeting & Work Plan Development *IVE Practicum Design Workgroup Update *Alignment *Student Institute *Student Manual	10:06	Bri Mardell All Ray Ray Ray Ray	<p><u>HR Update:</u> HR has planned their annual conference around the student institute to help increase HR/student contact. It would be helpful if students were able to bring their resumes to share with HR. HR staff are planning their presentation around what existing employees need versus non-employees. Ray and Bri will work on the student report from last year.</p> <p><u>CFS Update:</u> Michelle is signing student contracts. There continue to be recruitment and retention issues, particularly for Region IV. BSU stipends spread out around the state, not just in Region IV. Managers are increasingly looking to the Scholars program for potential employees. Kathleen Allen and Michelle met with Mardell and they both support continued integration between CFS & BH. Children’s Mental Health IVE activities not yet defined. That needs to happen as soon as possible. New governor reappointed Dick Armstrong as DHW Director. Region IV and others are hiring current students into psr positions.</p>

			<p><u>Annual Meeting/Workplans:</u> Logic model work plan process needs to be clarified at the Operation meeting.</p> <p><u>IVE Enhancement:</u> The business process has been defined. Wes Engel will generate a IVE report for the Chiefs. The Chiefs will inform the supervisors in re to student case assignment. The students will then complete time sheets that identify cases using the FOCUS # not the family names. Ray, Kathy & Carla met with Patty to learn more about the IVE Washington model. It was decided that we need to better define the IVE activities in Idaho by getting input from supervisors. A conference call with them will be scheduled asap because of pending TANF cuts. The IVE enhancement plans will be presented at the next Chief's meeting to get their input.</p> <p><u>Alignment:</u> Mary Jo, Kurt and Mardell will work on this. Ray is working on the Student Contract and he will send to the Advisory Board and program managers for input.</p> <p><u>Student Institute:</u> Planning almost done! Judge Murray will be the keynote speaker.</p> <p><u>Student Manual:</u> Ray & work group will work on this over the summer. He has a couple of models from other schools. Work group = Patty, Mary Jo, a program manager, or chief, student, and IVE coordinators.</p>
<p><u>Policy & Procedure Issues</u> *When Scholars are not successful through probation</p> <p>*Paperwork for practicum students standardized? Volunteer applications?</p>	<p>11:00</p> <p>11:10</p>	<p>Mardell +</p> <p>Ray + All</p>	<p><u>When Scholars are not successful through probation:</u> Two new employee scholars were presented today to decide upon policy re when we will expect them to pay back the stipend. In one case, the scholar did not seem to make an effort to address performance problems and in the other case, the scholar tried very hard to work successfully in child welfare. The program manager in the first case recommended paying back ½ the stipend and in the other case the program manager did not recommend any payback. There was also some discussion re. helping supervisors see scholars students as future employees and to handle performance and poor fit issues as early in the process as possible.</p>

			<u>Paperwork for practicum students:</u> After checking in each Region, it appears that all Regions are having students complete the Volunteer Application. This ensures they will be covered under Workman's Comp in the event that there is a problem.
<u>Work Assignments</u> Logic Model Development	11:20	All	<u>Logic Model Development:</u> Operations will clarify plan <u>Work Plan Development:</u> Operations will clarify plan.
Work Plan Development		All	
<u>Temporary Staff Rotation/Rover Unit</u>	11:25	Mary Jo	<u>Temporary Staff Rotation/Rover Unit:</u> The questions was asked whether IVE funds could be used to fund a Rover Unit of some kind to help cover the workload of student employees who wish to return to school.
Next meeting & Agenda		All	Next meeting scheduled for 3/23/07