



FINAL

DHS Children, Adults and Families
Child Welfare Advisory Committee
Future Issues Work Group
October 13, 2010

Attending: Janet Arenz, Mike Balter, Iris Bell, Pamela Butler, Benjamin Hazelton for Lois Day, Leola McKenzie, Mickey Serice

Guests: CJA Task Force members: Don Darland, Mike Maryanov and Carrie Rasmussen. PILOT Program: Savannah Kim.

Minutes recorded by Pam Pearson

MINUTES

The 8/11/10 FIWG minutes were approved.

CJA TASK FORCE

- Balter: For the benefit of today's guests, Mike explained the purpose of the Future Issues Work Group as an agenda-setting task force for the full CWAC. They sort out what is right for conversation and the stage of development of the conversation. As we look at cross-over reports from CWAC members that sit on other groups, we considered if there is an opportunity to bring CWAC and the CJA Task Force together, in light of staff time pressures resulting from hiring freezes and furloughs. The question was asked if there are enough similarities in the two groups to bring them together. There is no sense of pressure from agency administration or the volunteers who serve on these groups to decide this, but rather the current climate created the opportunity to explore the idea. Research found that there are no statutory obstacles.
- Serice: DHS is looking at efficiencies, mostly internally in the agency programs and divisions. However we are also looking at opportunities that involve partners outside DHS. The CJA Task Force is a subcommittee of CWAC. We researched whether a change to the current structure would violate statutes or jeopardize federal laws. The question we ask today is whether or not it makes sense for CWAC to absorb the duties of the CJA Task Force. He met with the task force earlier to discuss this idea and they raised several questions. Today, they were invited to share their perspective with FIWG.
- Balter: The biggest question is if this makes sense from both perspectives. If so, how would we proceed?
- Arenz: Having Don Darland on both creates a natural opportunity. Could we build on that?

- Darland: Another factor to consider is that Jan Slick is retiring and her position will not be filled. She has been a huge support to the CJA Task Force. Other staff take on quite a bit also. How the task force will look regardless of where it sits depends on what staff support will remain.
- Slick: At the end of December, only .5 FTE of a clerical support person will be assigned to the task force. The other staff person is being pulled off to work on other assignments.
- Darland: The task force has had subgroups that need staff support too. With the lack of staff support, he knows something has to change. Wherever it lands, he hopes some of the integrity of the work they have done will continue and they will be able to finish the work they started. For examples, he noted the Foster Club's "Foster Cub" coloring book and "Quick Start Guide" for teens and the judicial Bench Card. While a relatively unknown group, the task force has put out a lot of good products over the years. Gave special recognition of the work of their chair, Shary Mason. While we may not be starting new projects, he hopes support of what they have accomplished can continue.
- Rasmussen: Agrees with Don. She suggests that if CWAC takes this on, there be a district attorney added to the membership. She offered to fill that role.
- McKenzie: Also agrees with Don. The CJA Task Force has produced many good things and has been involved in supporting efforts and projects across the system. She hopes those contributions will continue.
- Balter: What are the key elements to those contributions? The DHS staff or the task force members? CWAC doesn't manage funds and is not project-oriented. It offers advice at a higher level. This would be much different work for us.
- Serice: The CJA Task Force has done some great projects and we have benefited from them. One of the things we found when we researched the federal requirements is that Oregon has a stellar program that goes beyond the federal requirements. We are suggesting dropping back to the minimum requirements. We are not suggesting CWAC do the voluminous work the task force did in creating, monitoring and funding projects, which is not part of the federal minimum requirements.
- Slick: The task force does more than what other states do and in the last few years has taken on more than in former years. About 15 years ago, it was only meeting the minimum requirements. There are many ways to meet the federal requirements. As an agency, DHS does not have the funding to provide the staff support as before. CJA is a broader system than only DHS child welfare. One of the federal requirements is a 3-year report within specific areas. In the past we have contracted that out.

- Darland: Some of what the task force has funded includes training, Neglect Summits in communities, trauma informed practice strategies, bench cards, and books for youth and children entering foster care. If staff is reduced, the federal funding could go toward continuing what has already been done.
- Slick: Some states use their entire CJA funds for ongoing training that is consistent with the federal requirements.
- Darland: This could support providing refresher training.
- Slick: The federal grant funds are specific to CJA requirements. DHS is the fiscal agent and has historically used the funds along the recommendations of the task force. This funding will continue. What we are losing is the staffing due to hiring freezes.
- Balter: It is not possible to maintain the integrity of the current work without staff. CWAC volunteers are not able to take on that role.
- Slick: There are projects already developed that would require minimal staff time to support. It is the development and fine tuning of new projects that requires more staff time, even small grant requests.
- Balter: If grants are released now, then someone will have to monitor them. CWAC has not done that before.
- Slick: The remaining ½ FTE support staff has the ability to track the budget and payments, but does not have the expertise to supervise projects and monitor grant work.
- Serice: On the economic end of this, as we look as an agency at the economy we see we will have to adapt to something different for the next several years. We don't want to jeopardize receiving the federal CJA funding. So how can we get to the minimum, understanding that we can ramp back up when the economy improves? As Leola said, Oregon was way above other states and we want to get there again, but we need a break for now.
- Balter: So the agency needs a representative body that oversees the incoming CJA money to make sure it is used appropriately, correct?
- Serice: Yes, that body must have a certain membership composition. He agrees that CWAC should have a district attorney added to its membership and also a medical person.
- McKenzie: Are the current CJA projects due to expire? Will their deliverables be at the end of 2010?
- Slick: Yes, current work will conclude at the end of this calendar year. She will provide FIWG with a budget for next year, but estimates about \$200,000. In the past the three subcommittees each had about \$40,000 for projects.

- Serice: In the proposal, the decision can be made that after the current projects are completed, new funding can go to training or be funneled to communities, not for new projects. We know CWAC is not able to continue what the task force has done. We are clearly thinking about much less while still meeting the federal requirements.
- Balter: The exciting thing for him is that this fits with one of CWAC's primary objectives: keeping kids safely out of foster care. In the past CWAC had no ability to influence. This would allow CWAC to be engaged in a material expression of that intent. Intellectual energy focused in a material way.
- Maryanov: Is relatively new to the CJA Task Force and has been struck by the depth of intensity, concern and passion to the work by its members. As he learns his role as CAMI grant coordinator in the Department of Justice, he will have more thoughts to share. At this point, he recommends keeping the dialogue open between DHS and CAMI. He or his supervisor (Cynthia Stinson) may be good additions to the CWAC membership.
- Balter: One approach could be to have the large dialogue in CWAC with subgroups for more detailed conversations. CWAC may be at a place now to have a subcommittee looking at the system at the point before children enter DHS care.
- Serice: Reminder that the CJA Task Force already is a CWAC subcommittee. CWAC has historically had subcommittees that ebb and flow as needed, such as the legislative subcommittee.
- Balter: Our teens subcommittee also. We brought in non-CWAC members to that subcommittee. That can be a workable model with subcommittee leadership as the go-between to the full CWAC. CJA could benefit from the clearinghouse of information that CWAC is. Are there any other comments to what we've heard thus far: the need to maintain integrity, the current model cannot be maintained under the current financial situation, and the recommendation to add a district attorney and possibly CAMI representative to CWAC.
- Arenz: At the juvenile justice symposium, they also talked about what the environment is going to look like. There are many opportunities to keep the dialogue open, but given the environment and lost staff, we may need a harder target than just the dialogue. There are many advantages to having all these perspectives at the table when giving advice, but we may need a harder target.
- Balter: Proposes the CJA work continue as a CWAC subcommittee and that CWAC be structured to meet the federal requirements for membership. The subcommittee could include members who have been participating in the CJA

Task Force that would not be official CWAC members. In a restrained environment, the subcommittee would propose projects that would go to the full CWAC for approval. This matches well with one of CWAC's major priorities of keeping kids safely out of foster care. Whose authority is it to make this recommendation to CWAC?

- McKenzie: Would it be an administrative decision of Erinn Kelley-Siel?
- Darland: We know CJA will be pared down. It makes for a natural fit to have a CWAC subcommittee with some members belonging to both. Would rather it stay with CWAC because it is the best fit in the agency.
- Balter: So Erinn will present the proposal to CWAC. CWAC will make a decision on whether it is a good match. If CWAC approves, FIWG can work out the mechanics during its December 8 meeting.
- Serice: Erinn's proposal will be to end the current CJA Task Force and create a CWAC subcommittee with a more narrow focus.
- Balter: It will be more narrow because of economic reasons. Otherwise, this proposal would not have to be made. That explanation establishes the reason why it is coming to CWAC.
- McKenzie: Encourages appointing a prosecuting attorney to CWAC. We now have defense attorneys represented by the Juvenile Rights Project. This will balance things.
- Balter: We have an offer of Carrie Rasmussen and we concur. We also recommend DHS pursue adding a medical representative.
- Hazelton: We need to clarify if the ORS has any requirements and limitations on CWAC membership.
- Darland: Do we have a CAMI person on CWAC?
- Serice: We do not have a Department of Justice person on CWAC. He will look into this. If we do add someone, the appointment would go to Cynthia Stinson as director of the Crime Victims' Services Division.
- Slick: As members are added, you can decide if they should be on the full CWAC or on the subcommittee.
- Balter: Today we need to decide who will be making the request and if it is a good idea. These other details can be worked out later.
- Serice: The CJA projects will end in December and we have no intent on disrupting that.

- ACTION:**
- **Erinn Kelley-Siel will propose to CWAC on November 10 to consolidate required work under the Children’s Justice Act (CJA) while still meeting federal requirements.**
 - **If the proposal is approved, FIWG recommends the addition of a district attorney (Carrie Rasmussen) to CWAC and suggests the agency also consider adding a CAMI representative. DHS will seek a medical representative to complete the CJA membership requirements. DHS can appoint these members to the full CWAC or to the CJA subcommittee.**

REVIEW AGENDA

- Balter: FIWG’s job is to set the agenda for the larger CWAC. The agenda includes a “Consent Agenda” and we do not spend a lot of time on those topics at the full CWAC. One or two major issues are given the majority of meeting time for bigger discussions.

DATA REPORT – DASHBOARD

- Balter: We will give a significant amount of time to practice using the Dashboard in a way that teaches members how to get data on the main policy issues CWAC has chosen as priorities¹. The Dashboard is available to anyone through the internet. If we are trained on how to use it, we can help our partners when they have data questions.
- Darland: A basic tutorial would include how to get to the Dashboard, how to bookmark the page, an explanation of what it tells you and how to tell if the data is important to the individual member.
- Balter: We will focus on how to get to it and how to use it. There were four questions asked during the September CWAC meeting when Lois Day was giving her Oregon Safety Model overview². One idea would be to have DHS

¹ CWAC priorities:

- Identifying strategies to reduce over-representation of children of color in the child welfare system.
- Preventing foster care placement;
- Assuring that children placed in foster care are safe and are thriving;
- Providing permanency for children placed in foster care in a timely manner

² Questions from 9/8/10 CWAC meeting:

- What is the percentage of children that are removed from their homes?
- What is the percentage of children that remain in their homes?
- What data is available to show the movement back home from foster care?
- What is the number of in-home cases that become foster care placements later?

staff use those questions as samples for how to find data in the Dashboard. It will show that some questions can be answered, some cannot and for some you can find something close.

- Bell: Is the intent of the Dashboard to someday be able to answer the first question of the four (What is the percentage of children that are removed from their homes?)
- Serice: It is intended to provide information to district and child welfare program managers that they need to do their work.
- Balter: The CWAC agenda also includes an OR-Kids presentation. How does that fit with the Dashboard?
- Butler: OR-Kids is being piloted in some branches.
- Serice: Janel Pettit, who is with OR-Kids, can come to CWAC for a discussion at any level. FIWG can decide what they want her to present.
- Butler: Suggested Janel re-educate CWAC on what OR-Kids is, what it is to achieve, what it is not able to achieve, and how it has changed since her last presentation. Then CWAC members can decide if they are capable of communicating with others about OR-Kids.
- McKenzie: The OR-Kids newsletter could be sent to CWAC.
- Balter: Would like to know what is currently used for communicating. Is there an executive summary on the progress? There seem to be two data ports, OR-Kids and the Dashboard. We need knowledge and access on how both work.
- Hazelton: There are not two data ports. Data will be pulled from OR-Kids to populate the Dashboard.
- Serice: OR-Kids is the electronic version of a case file. We will be able to pull some new data not currently available with FACIS.
- Bell: Will you be able to answer some questions CWAC asks with these tools?
- Hazelton: Some questions may not be currently on the Dashboard because the data is coming from FACIS. Also, some data could be reported monthly but it has not been prioritized to do so.
- Arenz: The likelihood of getting data pulled that is not currently gathered is either null or will require a long wait. So if there is something we really want we need to plan ahead.
- Darland: As in the past when CWAC asked for a particular piece of information, OR-Kids should be able to produce even more accurate and more types of data. Commended Anna Cox for her work in producing data for CWAC.

- Hazelton: It is important to hone in on what the priorities are for reporting so those reports can be built. Once the filter system is in place the reports are easier to regenerate. Cautioned though about the tendency to want more after getting some. The concept of a dashboard is to keep it as a broad spectrum look.
- Serice: District managers may take one data point that looks out of sync for their districts and drill down to look at why.
- Balter: If we agree, we can ask for a tutorial on the November agenda after 10:30 for an hour on both the Dashboard and OR-Kids, how they fit together and have DHS illustrate how to use them to answer sample questions. We need to decide what our most important data questions are. Are they retrievable? Also, we would like to know why the district managers picked the data points on the Dashboard to manage their responsibility and accountability.
- Butler: Some of the data points are related to federal reporting requirements.
- Serice: Yes, the CFSR's (Child and Family Services Review) timeliness to completion measurement is one we selected with the rationale being that if we measure it, we will get better.
- Balter: That is what we are interested in – the logic behind the decisions. Who should be invited to this portion of the CWAC meeting?
- Serice: He will find out who the best presenters would be.
- Bell: Let's be sure to stay focused on our four priorities and tracking data that answer to them.
- Balter: Yes, the data points that measure the progress of these priorities.
- Butler: Requested giving the list of priorities to the DHS staff in advance so they can prepare their presentation around them.
- Balter: The reason for the tutorial is directed at the four priorities.
- Hazelton: The four align well with the agency's priorities and the CFSR.
- Arenz: But each one asks the questions a bit different.
- McKenzie: That happens to us in the Judicial Department also. Explaining what the data means helps us all speak the same language.
- Serice: This will be a good conversation for both CWAC and DHS. It will move toward what could be a CWAC Dashboard.
- Balter: Yes, so that we see the same data sets on a regular basis that align to our four priorities.

ACTION: • Mickey Serice will forward FIWG's request for a tutorial on the Dashboard and OR-Kids to the appropriate staff. The

tutorial during the 11/10/10 CWAC meeting will focus on how these data resources speak to CWAC's four priorities.

BRIEFINGS – LEGISLATIVE ACTIVITY

Mickey will provide a written report for distribution with the November CWAC agenda. We won't know much about the December E-Board until after the November election.

BRIEFINGS – FEDERAL POLICY DISCUSSION

Erinn will be asked if she has anything to report.

BRIEFINGS – CASEY PARTNERSHIP

No update needed.

CROSS OVER REPORT – FOSTER CARE SAFETY TEAM

Discussion on the Foster Care Safety Team's recommendations will occur after the OR-Kids and Dashboard tutorial. CWAC will need to decide if they are willing to take on the work the FCST suggested go to CWAC. If not, who will? CWAC will be reminded to read the FCST report prior to the November CWAC meeting.

CROSS OVER REPORT – CHILD WELFARE RACIAL EQUITY TASK FORCE

The task force's report is being prepared. CWAC will provide feedback to the final report. It is anticipated that FIWG can receive it in time for their December 8 meeting. FIWG will structure the dialogue for the January 12 CWAC meeting on the implications of the task force report. If Kory Murphy is not available in January, Janet Arenz, Judge Nan Waller and Mike Ware may be asked to speak on behalf of the task force.

CROSS OVER REPORT – HB 2009 AND THE DHS/OHA TRANSITION

No report for November.

CROSS OVER REPORT – JUVENILE DEPENDENCY INTERBRANCH WORK GROUP

Leola McKenzie can give a quick update and share their document that describes their role.

CROSS OVER REPORT – CJA TASK FORCE

There will be a substantive discussion on what was discussed earlier today. Samples of their projects will be shown as visuals (FosterClub coloring book and teen book and the Bench Card).

UNFINISHED BUSINESS – Report on Workload Staffing Model

No report to CWAC until the report goes to the legislature.

ASSISTANT DIRECTOR'S REPORT

The agency budget will be the primary focus of Erinn's report.

CWAC WORK PLAN

Goal 1: To advise the Department of Human Services (DHS) on development and administration of child welfare policies, programs and practices related to reducing over-representation of children of color in the child welfare system.

No discussion at the November CWAC.

Goal 2: To expand the representativeness in CWAC discussions.

No discussion at the November CWAC.

Goal 3: To coordinate and leverage state and local efforts to improve policy, program, and practice.

No discussion at the November CWAC.

Goal 4: To advise DHS on the practice of the Oregon Safety Model (OSM).

This is the time on the November agenda where the discussion on the Foster Care Safety Team's recommendations and the tutorial on OR-Kids and Dashboard will occur.

The link to the OR-Kids website (<http://www.oregon.gov/DHS/children/data/sacwis/index.shtml>) will be provided to CWAC in advance, as well as a video presented at the September legislative hearings that features some of the reporting functionality in OR-Kids.

Meeting adjourned.