

Project Transition Plan

Task A – Enhancing Community Engagement

Executive Projects (EP), Office of the DHS Director and Child Welfare Program (CWP)

Unified Child and Youth Safety Implementation Plan

PROBLEM STATEMENT AND PROJECT SCOPE

While pockets of great collaboration exist, DHS Child Welfare does not effectively include all community partners to create safe and stable outcomes for children and youth.

DHS Child Welfare acknowledges a need to increase quality community engagement that is inclusive of race, class, and culture. The purpose of this project is to enhance state and district level community engagement to work towards building trust and increasing responsiveness and collaboration between DHS child welfare, bio families, foster and adoptive families, relative caregivers, children, youth, Tribes service providers, community partners, and historically marginalized populations.

DHS Child Welfare recognizes that families involved in systems experience trauma caused by navigating the systems. DHS Child Welfare will intentionally collaborate to create trauma informed approaches and communications. This project recognizes the role of adverse childhood experiences on the behaviors of staff and families alike.

This project focuses on creating a framework for engagement, acknowledging barriers, and jointly searching for solutions. It will incorporate input from all people to enhance relationships in service to children, youth, and families.

This project considers trauma exposure, resiliency, and healing as foundational information in successful partnerships. The scope of this project will also include developing measures for equitable engagement and participation. It will enhance a vision around child welfare and its partnerships recognizing service to children, youth, families, and community while supporting a culture of transparency, responsiveness, accountability, follow-through, and respect.

This project will coordinate efforts with the Office of Equity & Multicultural Services.

For this work, “interested parties” includes DHS child welfare staff, Tribes, biological, adoptive and foster families, relative caregivers, children, youth, service providers, community partners, and historically marginalized populations.

WORK ACCOMPLISHED AS OF AUGUST 1, 2018

1. Developed back cast (high level strategic process) for 5 elements of Vision of Community Engagement (June-August)
2. Completed 2 youth focus groups with 24 participants in Eugene and Portland (April 2018)
3. Completed Staff Listening Sessions in Multnomah County at Alberta and Midtown branches (March 2018)
4. Convened workgroup to develop a vision for Community Engagement in Child Welfare (February 2018).
5. Planned and executed District Tours Bend, Oregon City, Beaverton, Roseburg, Klamath Falls, La Grande, The Dalles, North Bend, Salem and Portland (January 2018)
6. Developed and Executed post event evaluations for staff and community members (January 2018)
7. Developed partnership with child welfare staff focused on equity and/or community engagement to join work together (September 2017)
8. Held over 100 meetings with community partners to engage them in the Unified Child Safety Plan (August 2017).
9. Developed tools for EP team to use in building and facilitating work teams that include equity and trauma informed principles, as well as community engagement best practices (June 2017))

OUTSTANDING PROJECT WORK AS OF AUGUST 1, 2018

TASK	Next Steps	Owner	Deadline/Frequency
1. Hold August meeting to complete Backcasting for 5-part vision of Community Engagement.	Prep agenda and materials.	Pamela Heisler, PM	August 27, 2018
2. Update Backcasting PPT for vision and send to workgroup for review.	Edit and send.	Pamela Heisler, PM	September 7, 2018
3. Work with workgroup to determine priority focus area for implementation from Backcasting.	Develop facilitated process by which priority is identified.	Workgroup and Stacy Lake and Melissa	October 1, 2018

4.	Develop proposal detailing 5 elements of community engagement.	Stakeholder feedback on the proposal detailing 5 elements of community engagement	Sampson-Grier Stacy Lake and Melissa Sampson-Grier	December, 2018-january, 2019
5.	Finalize proposal		Stacy Lake and Melissa Sampson-Grier	February 2019
5.	Close out project and transfer to program for implementation of the 5 elements of community engagement.		Stacy Lake and Melissa Sampson-Grier	March 2019

PROJECT TRANSITION TASKS

TASK	Owner(s)	Deadline
1 Co-develop transition plan	Pamela Heisler, current PM Stacy Lake, Melissa Sampson-Grier	August 31, 2018
2 Update and organize electronic files	Pamela Heisler, current PM	Ongoing until all updates are submitted
3 Transfer electronic files	Pamela Heisler, current PM	September 15, 2018
4 Transfer hard-copy project materials	Pamela Heisler, current PM	September 15, 2018
5 Orientation for new project manager	Pamela Heisler, current PM	September 15, 2018
6 Develop transition communication message for workgroup members	Pamela Heisler, current PM Stacy Lake, Program Lead	October 1, 2018

CURRENT PROJECT HEALTH AND MANAGEMENT STATUS

In the Summer of 2018, it was determined that projects would transition from the DHS Director's Office to Child Welfare Program. The new executive sponsor will be Marilyn Jones, Child Welfare Director. At the time of transition from the Director's Office, there was consensus on the health of this projects. Project health will be displayed below with both Executive Projects (EP) and Child Welfare (CW) reported project health below.

Project Health (EP Team)	Project Health (Child Welfare)	Project Status
<input type="checkbox"/> Closed <input type="checkbox"/> On Schedule <input checked="" type="checkbox"/> Proceed w/Caution <input type="checkbox"/> At Risk	<input type="checkbox"/> Closed <input type="checkbox"/> On Schedule <input checked="" type="checkbox"/> Proceed w/Caution <input type="checkbox"/> At Risk	<input type="checkbox"/> Initiation <input type="checkbox"/> Planning <input checked="" type="checkbox"/> Executing/Monitoring <input type="checkbox"/> Closing

RISK AND MITIGATION STRATEGY

RISK	DESCRIPTION	MITIGATION STRATEGY
Resources	Due to changes across the agency and OEMS, resource for this project is unclear.	
Stakeholder Concern	This body of work has engaged a number of passionate stakeholders. Maintaining movement and communication is essential to continued partnership.	

RECOMMENDATIONS

To ensure that the Child Safety project portfolio is accomplished on-time and is sustainable by program staff, the DHS Director's Office recommends the following:

- Ensure clear sponsorship, decision-making structure, and clear roles and responsibilities at all levels of the project.
- Employ transparent and consistent communication about project progress to stakeholders, including posting key project management documents to public websites.

In this project specifically, the DHS Director's Office recommends:

- At this time in the life cycle of this project, it is highly recommended to have a single person maintain oversight of the project in partnership with Central Office Program Managers and District Managers. The next phase of the project will require direct work across child welfare to move towards the community's vision for community engagement and much is yet to be fleshed out for impact on practice or policy. It is also important at this juncture to clarify a path forward to merge community engagement and racial equity work in child welfare and then align it with transformation underway in the Office of Equity & Multicultural Services.

The following documents are attached to this transition document:

- Project Charter
- Workgroup Participant List
- Project Status Reports
- Vision for Enhancing Community Engagement