

CQI Strategy Meeting	Date: 2/8/24
Present in Attendance: <ul style="list-style-type: none"> ○ Sign-in sheet available upon request 	Site: Marion CQI Analyst Assigned: Crystal Sneddon Next Mtg Date: June 2024 CQI Year 1 finish/CQI Yr 2 Kickoff

Problem Statement & Theory of Change (a hypothesis that connects the steps to the goal)
Problem Statement: Youth in Marion County who experience multiple placement changes during their time in substitute care impact the bond between parents and children; children's connection to their community; educational and developmental milestones and this may increase the time it takes to get to reunification and other permanency goals. Proposed Theory of Change: When children experience substitute care placements permanency rates increase, familial bonds maintain and/or get stronger, children stay connected to their community and they can reach or address educational and developmental milestones at a higher success rate meeting their overall well-being needs.

PLAN <i>What tasks will we take to attempt change? How will it impact the measurement? Who is responsible for the task? What resources are needed? How and when will this be communicated to staff?</i> Date: 11/30/23

****Note:** Action Step 1-4 are currently on pause due to staffing changes and increased workload. They will be brought back to the action plan when the branch is able to meet those needs. Action Step #5 can be found on page 2 of this plan.

****** See second page for new Action Steps

Action Step #6				Who else could be impacted by this plan? (programs, community, families)
<p>Develop a work group to create a training for the supervision plan process (how to write it, who is to be invited to the meeting/included, how often it is updated, etc)</p> <p>This is for all program levels, resources parents and community partners.</p>	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 11/30/23	Jennifer Brown	<p>First Check in 12/18/23</p> <p>12/19/23 Schedule a meeting to identify who should be involved in this process</p> <p>Training by Feb 2024</p>	<p>Crystal will check in with Jennifer.</p> <p>Training will occur in February 2024</p>	<p>Unknown.</p> <p>Community partners may want to be at the table but due to the lack of knowledge around what a supervision plan is and how they are used they may not know their impact on this.</p> <p>This is the same for Resource Parents.</p> <p>Staff who may not be able to attend the training.</p> <p>Use of Child Welfare language i.e. "Supervision Plan" with the community</p>
<p>Notes:</p> <p>Who Complete them</p> <p>Understand the time frames—</p> <p>Supervision Plans will be written within 30 days of getting the approved CANS plan</p>				

How can we include a community partner?
 Are workers invested and understanding the supervision plan?
 How are they written?
 Bringing in certifier and resource parent to build the plan together?
 Is there a date that can be set out to schedule a time for the team to create the supervision plan together and not wait?

Cydney will attend the meeting on 12/18/23

Goal is to reach out to community partners, program areas and resource parents to ensure they are in the training and understand the process/use of and creation of Supervision Plans

Quarterly Update as of **February 2024**: Multiple meetings were held to create the best action plan regarding how supervisors and staff will be trained and supported on how to write supervision plans. Supervision plans were also discussed again in the all perm meeting.

Perm Consultant: Will contact Holly to set dates to train Supervisors and CTS

FCC: Will contact Todd/Holly to set dates on talking to certification, PS, and Perm workers on the forms being written well. This will happen after the supervisors and CTS staff are trained.

CQI Analyst: Will continue to pull Supervision Reports monthly and send out monthly emails to supervisors. Mindy will take over in June but will also practice pulling each month and ask the CQI Analyst questions in the mean time

See Action Step #8 for a new action step created related to this action step.

Action Step #7				Who else could be impacted by this plan? (programs, community, families)
During Management Meeting with CQI Analyst a conversation will occur on how to track the information on how placement changes	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	
Date Created: 11/30/23	Crystal and Managers	By January 2024	CQI Managers Meeting will occur in January; outcome will be shared during quarterly	Community partners, resource parents and CW staff
<p>Notes: Will it be the 261, is there another place, unit, shelter desk placement—only changes that go through certification—placement coordinator</p> <p>Quarterly Update Feb 2024: Meeting was held and CQI Analyst has inquired with other districts how they are tracking these requests, second meeting will be scheduled soon, likely beginning of March.</p>				

Action Step #8				
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<p>Collaboration Between Mental Health CANS and Marion Child Welfare to start a piolet program to see if CANS Evaluators can write the Supervision Plans.</p> <p>Cydney, and one Program Manager (Todd, Holly or Drew) will schedule a Collaboration Meeting to discuss this and/or other ideas for this project</p>	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	Who else could be impacted by this plan? (programs, community, families)
Date Created: 2/8/24	Cydney, Program Manager, CANS evaluator	End of February	DM, PM, Community Partner will discuss at the next meeting	Spanish Speaking individuals may need additional assistance/language services

Notes: Goals and or questions that came up during the meeting :

1. is to schedule out when a Supervision Plan needs to be written at the same time the CANS get scheduled
2. Can CANS assessors be more clear about their recommendations when they understand the make up of the home AND the child's needs
3. Can an assessor write the plan

Measurements

What are we going to measure?

CQI Analyst will be included in notes/emails or updates during the monthly meetings with managers regarding the status of focus groups and work groups.

CQI Analyst will report the data points requested to the management team and quarterly strategy meetings.

Number of children who have CANS Levels and Supervision Plans created and in OR-Kids

How will we know the plan is working?

Supervision Plans will be in OR-Kids

Resource Parents and Community Partners will be able to engage in conversation about what a Supervision Plan is, and how they contribute to safety of youth

How will we determine all families are being impacted equitably?

If materials are written in languages that all families need.

If plans are written for Resource Parents and Community Members to understand.

Advisory Committee Review and Recommendations
Review/Recommendation (include date of review/recommendation): Supported the Action Plan
Notes: N/A
Site Response (date replied): N/A