Child Welfare Sub-PAC Meeting Minutes
April 7, 2011
FINAL

GROUP:	CW Sub-PAC	**DATE**:	April 7, 2011	**TIME**:	12:30 am – 4:30 pm	**LOCATION**:	Arapahoe County
Facilitator(s:	Co-Chairs: Lloyd Malone (CDHS); Marie Peer (Northwest Region); Colette Barksdale (Northeast Region)						
Attendees:	Guests: Connie Vigil, CDHS (DCW)**;** Ruby Richards CDHS (DCW); Chantal Smith, CDHS (DCW), Shirley Rhodus, (El Paso); Roni Spaulding (DCW)						
	Northeast Region		Jacque Frenier, Patricia Phillips		CDHS		Joe Thome (DYC)
	Northwest Region		Mike Sidinger		CDHS		Karen Mooney
	Southeast Region		Tim Hart, Kim Mauthe		CDHS		Marc Mackert (ARD) Art Atwell, Training Division
	San Luis Valley Region				CDHS		Roger Esquibel, (DCC)
	Southwest Region		Carol Friedrich Martha Johnson (by phone)		CDHS		Tom Perkins, Field Administration
	Metro District		Kit Thompson, Toni Rozanski		CDHS		Judy Rodriguez (DCW),
Excused:	Van Head; Pam Neu; Ardith Ferguson						
Unexcused:							

Preliminary Meeting Items

Item #	Description	Requested By	Assigned To
1.	**Title/Subject: Introductions and Welcome** **Action/Comments:** • Motion to approve the minutes of the March 3, 2011 meeting seconded and approved. • Welcome to Collette Barksdale who is replacing Cathy Robinson as co-chair. • Policy Submittal 10-CW-14 DV-CPS Coordinating Council submitted a policy on DV (domestic violence) evaluation of CW (child welfare) training which, will be combined with assessments, to make sure CW cases include a DV component. PAC gave approval for the DV Coordinating Council to begin work. The group will be asked specifically for whatever is developed to replace current assessment instrument. The policy will be sent to fiscal SubPAC for review after a draft is in place. • Policy Submittal 11 CW 002 was approved by PAC. The policy establishes a Task Group to enable the State and Counties to assure that child welfare caseworkers and supervisors are certified. • The Policy Submittal 11-CW-004 on, How System Would Manage Waivers was pulled because Reggie Bicha has given direction that he is interested in a waiver process across the department. This policy will be resubmitted after approved by Reggie. • Policy Submittal 11-CW-004 Amending policy to allow the Task Group to look at other federal revenue in addition to IV-E if the Task Group agrees that they are able to fit this in. During PAC, it was shared that it would be beneficial to look at the continuum of federal funding. For example, if IV-E continues to decrease, as it is expected to, is there other federal funding that	Facilitators	Group

	could be used to increase federal funding to the state. • The coverage issue, Policy Submittal 11 CW 002, has a new workgroup. The group will make a request for the regional reps to go out and secure volunteers to be on the group prior to the next SubPAC meeting. All counties will submit what there coverage is. Due to this being a State policy, input is needed from all regions. SubPAC has ninety days (July 2011) to report back to PAC with the workgroup progress.		

Tasking Updates

Item #	Description	Requested By	Assigned To	Date Due	Comp Date
1.	**Title/Subject: Update on February 3, 2011 PAC meeting** **Action/Comments:** • PAC accepted the proposal for working on screening on co-occurring DV, Policy Submittal 10 CW 014.				

Recurring Items

Item #	Description	Requested By	Assigned To
1.	**Title/Subject: Child Welfare Task Group Updates** **Action/Comments:** • Administrative Review Division (ARD) - No minutes because meets quarterly next meeting April 29th. Marc will take poll to make sure there is representation from each region. • Colorado Trails User Group (CTUG) - No update Van is working on CHAPS project • Permanency - No updates • Child Protection Task Group - Decided to look at new law regarding Child Fatalities and bring forward policy to change some of the requirements.	Group	Sub-PAC co-chairs, Judy Rodriguez and Task group Co-chairs
2.	**Title/Subject: PAC Policy Assignments** **Action/Comments:** • Talked about what went through PAC today. 09 CW 005 went to Reggie. Reggie sent questions to Lloyd as one of the co-chairs of CW Sub-PAC. Those questions have been forwarded to Roger Esquibel, Chair of the Task Group working on this Policy Submittal. The questions will be reviewed for changes and/or amendments. The policy will then go back to Reggie after changes/amendments have been made. Reggie also asked if it would affect the Governors unfunded mandates. This policy will only come to SubPAC if it changes. • The policy on Information Sharing, will be worked on by, the permanency task group. • There were no other policy submittals. The group discussed keeping better track of where policy submittals are and what work has happened. When the workgroups report back SubPAC needs to hear the progress that has been made and what work has been done.	Group	Lloyd Malone, Marie Peer, Colette Barksdale, Judy Rodriguez

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3.	**Title/Subject: New Policy Issues brought to Sub-PAC from PAC** **Action/Comments:** • Issues brought to SubPAC Members	Group	

4.	**Title/Subject: CFSR Update**
	Action/Comments:
	• The PIP was set out to the regions. Reggie engaged in process. The state received a letter stating that the PIP was due April 8th. Lloyd got a one-week extension approved. Roni Spaulding needs any feedback regarding content no later than April 8th.
	• The State decided to use the corrective action process as needed. The feds stated that there must be standards for corrective action. The permanency task group and safety task group are working on standard. Rather than develop new measures we based it on assessment.
	  o Group discussion about the initiative and what counties will be measuring. There are two tasks: 1. The standard for which a program improvement plan is triggered for the county. 2. What is the standard?
	  o A meeting needs to be structured with the CP Task Group, Permanency Task Group and the Performance Management Work Group (related to the Practice Initiative) to plan how to do the work and then complete within ninety days. SubPAC gave approval for this group to make the decision. It was suggested to send the task group representatives out to the counties, also a list of the task group members was requested by the group.
	• Discussion about workgroups membership and representation by state and county staff. Each task group will look at meeting minutes to see who is attending, who hasn't been attending and speak with all the co chairs of the combined groups to see if a new group is needing to drive policy change.
		Chairs	Judy Rodriguez

5.	**Title/Subject: Child Welfare Rule Review** **Action/Comments:** • Judy will send out a draft of the process on how SubPAC will handle rules or review, to see if any changes need to be made.	Chairs	Judy Rodriguez

New Business

Item #	Description	Requested By	Assigned To
1.	**Title/Subject: Legislation** **Action/Comments:** Judy will have Marie send a list of all the legislative Bills the Division of Child Welfare Services is watching.	Chairs	Judy Rodriguez

2.	**Title/Subject**: **Grant Application** **Action/Comments:** Sharen Ford asked that this be brought to SubPAC. Sharen would like SubPAC to discuss grant application process and if it's wanted for the state, assign someone to take lead and submit application. The state may be able to find match at times. • SubPAC gave approval to begin sharing information.	Chairs	Judy Rodriguez
3.	**Title/Subject**: **Subsidized Adoption – Trails (Connie Vigil)** **Action/Comments:** • Putting a stamp on all home studies done by the counties. Read home study, meet with families and sign off whether or not you agree with the assessment. • Connie would like to put together an agency letter on adoptive home studies. It was suggested to add this to the template for home studies instead of creating an agency letter. Connie will check to see if this item can be added to the existing template and get back to the group. • The county who reviews the case will stamp the home study, not the author of the home study. The Division of Child Welfare does not want the name of the adoptive child changed officially in Trails until the court has finalized the decision.	Chairs	Connie Vigil
4.	**Title/Subject**: **Interstate Compact on the Placement of Children (ICPC) (Chantal Smith)** **Action/Comments:** • Vote 'NO' on Proposed ICPC Regulation 2 – Placements for public adoption, or foster care in family settings and/or with parents, relatives and on Proposed ICPC Regulation 3 – Definitions and Placement Categories: Applicability and Exemptions. SubPAC agrees with Chantal's recommendation to vote no. • Vote "YES' on Proposed Amended Regulation 7 – To expedite ICPC approval or denial by a receiving state for the placement of a child with a parent or relative <u>Proposed Amended Draft of Regulation 2 & 3</u> The Colorado Department of Human Services, Division of Child Welfare has reviewed Regulations 2 and 3 and has no objection to the ICPC terminology and the process defined in each Regulation. However, ICPC Regulations should only be adopted to provide clarity in assisting states to administer and enforce the Compact as it applies in their jurisdiction. The proposed Regulations 2 and 3 are: • Too prescriptive • Too policy driven **The Division of Child Welfare believes that the information included in the proposed Regulations 2 and 3 is good and helpful for states to be able to comply with the Compact. Rather than amending the current regulations, the Division of Child Welfare recommends that the AAICPC update the existing ICPC practice handbook using the information incorporated in these regulations. The handbook would be a viable option in addressing the contents of the proposed Regulations 2 and 3 and establish best practice in the day-to-day operation of administering the Compact.**	Chairs	Chantal Smith

	Should Colorado attend the upcoming AAICPC Annual Meeting, the recommendation is to vote no to the proposed regulations. Proposed Amended Draft of Regulation 7 The intent of the Amended Regulation 7 is to expedite ICPC approval or denial by a receiving state for the placement of a child with a parent or relative. The Proposed Amended Regulation 7 will offer the following improvements to protect the safety of children who are placed across state lines: 1. Covers the interstate placements of children who are four years of age and younger, including older siblings. 2. Assures that any child in the sibling group has a substantial relationship with the proposed placement resource when considering an interstate placement. 3. Allows the receiving state to make a provisional determination. The receiving state may provide provisional approval or denial for the child to be placed. 4. Allows the sending state to take preliminary steps prior to the submission of the ICPC request by obtaining a signed statement of interest and willingness to cooperate with the ICPC process from the potential placement resource. 5. Permits the sending state court to request assistance from the court in the receiving state when the local agency in the receiving state is deemed to be out-of-compliance with Regulation 7. 6. Requires all the sending state courts to utilize the same Form Order of Compliance for expedited placement decisions. **The improvements listed above appear to be favorable and in the best interest of children placed across state lines. It is for this reason that the Child Welfare Division of the Colorado Department of Human Services supports the Proposed Amended Regulation 7.**	Chairs	Chantal Smith
5.	**Title/Subject**: **Colorado Summit for Children Youth and Families (Art Atwell)** **Action/Comments:** • Art has permission to move forward with the Colorado Summit for Children Youth and Families conference. The goal is to schedule an annual conference beginning in late May or Early June of 2012. • County representatives are needed for committee, which requires and one-year commitment. The committee meets the first Friday of every monthly from 12:00 p.m. – 3:00 p.m. The first meeting will be held July 1, 2011. Teleconference and video conferencing are available. If you know anyone who may be interested in joining the committee, please submit names to Art Atwell at Art.Atwell@state.co.us by May 16, 2011. New Worker Training Academy Art handed out the Participant Opinion/Satisfaction quarterly report for New Supervisor Training Academy Series to the group, to take back to their regions for feedback and review.		Art Atwell

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Old Business

Item #	Description	Requested By	Assigned To
1.	**Title/Subject**: **Volume VII Rewrite (Judy Rodriguez)** Action/Comments: Reggie Bicha, Executive Director of the Colorado Department of Human Services has charged the Division of Child Welfare Services with going through every rule that exists within the state and evaluating the need for the rule, whether to continue using the rule, eliminating or revising the rule. Once the evaluation has been completed a policy/rules group will be operationalized.	Chairs	Judy Rodriguez, Lloyd Malone
2.	**Title/Subject**: **Youth Leadership Teams - Reports back from Districts** • Should we have a task group to develop minimum standards? Feedback o The metro area wonders if it's necessary to have a youth piece. o Would like freedom to structure based on what works in individual counties o Both levels of a youth initiative would serve multiple purposes o Northeast – two larger counties are interested. Smaller counties would be interested if something is developed, but don't have manpower to participate. • How should we proceed: o Would like to have resources available for technical assistance. o Have funding available for counties who need assistance o Would like a few volunteers to get together with Ricardo to work on keys elements. Submit names of interested individuals to Ricardo Matthias, YES Academy Program Administrator at Ricardo.Matthias@state.co.us	Chairs	Group

Meeting Closure

Item #	Description	Requested By	Assigned To
1.	**Title/Subject:** Next Meeting schedule **Action/Comments:** May 5, 2011	Chairs	Group