



December Special Meeting

December 16, 2020 - 4:00 to 5:30

Via Zoom

Meeting Notes

Attendees

- Sonya Hull, CRP (Acting Chair)
- Cameron Adams, CRP
- Mariah Seater, CRP
- Lucinda Alexie, CRP
- Ana Hall, OCS
- Denise Duff, State Ombudsman Office
- Denali Daniels, Coordinator

4:00PM

Call to order/roll call; read rules and conduct of the meeting – Coordinator

Discussion: Ana Hall, OCS Supervisor for Quality Assurance – CRP opportunities

- OCS is finishing their program improvement plan (PIP) which is a yearly review of how cases are handled. It comprises talking with case workers, parents, children, the tribes, as well as reviewing outcomes of past interactions. It would be a great introduction to how OCS handles cases if the CRP wanted to get more involved in the process.
- Administrative reviews are required to be done every 6 months a child is in foster care and used to determine permanency for a child. They are all telephonic and allow conversation on how the reviews are handled. They also provide a lot of data which is provided to management so that they can determine if the programs are successful.
- OCS must do fatality reports to help management identify high risk populations and what kind of education is needed for staff and what programs are working to reduce the risk of fatality. CRP could help shadow those as well.
- January 15th – PIP Federal review ends. CRP can shadow case worker visits and case worker reviews

- OCS to send CRP the documents they look at comprising what each case worker should be striving for.
- CRP discussing adding those documents to their onboarding so that CRP members have a better understanding of what is expected by case workers.
- Administrative review is scheduled a month in advance and are telephonic from 9am-3pm every hour on the hour except for noon. They happen almost every day and CRP is welcome to sit in on the meetings.

4:15PM – Chair Hull

Review of New Documents

- Review of Panel membership overview one pager.
- Review of membership application.
- Review of background check matrix. CPS records check explained and how it is different from a criminal background check. CPS check is handled through OCS and is free with the form online. For the name-based check have applicants list any states they have lived in for the past 10 years so that a criminal check can be conducted for those states as well if needed.
- Vote to adopt the name-based background check as well as OCS CPS records check
 - Sonya Hull, Yea
 - Cameron Adams, Yea
 - Mariah Seater, Yea
 - Lucinda Alexie, Yea

4:45PM - Coordinator

Version 1 – Operating Guidelines

- Review of new member application process. Steps outlined in the Operating Guidelines and modified so that the background check does not happen until after the interview. Operating Guidelines document was modified during the meeting tracking changes.
- Interview of new members needs to happen during a special meeting. Scheduling of the interview can be handled by panel members.
- Decided to grandfather the pending application of a member who has been waiting for 3 months instead of making them fill out the new application once it is finalized. If the applicant is selected to move forward, they will need to have a CPS records check.
- Open meetings act discussion. Thoughts around starting to post CRP meetings on the state meetings website. With that protocol needs to be created to handle

people calling in such as time limits. It was decided that the state website posting will begin at the spring annual meeting.

5:15PM

January Quarterly Meeting discussion (Hull)

- Review of Policies and Procedures at the January 19th Quarterly Meeting. P&P document to be sent out by email prior to meeting with recommended edits due from panel members January 8th. **Action: DDA to send out P&P document by December 31st.**

5:20PM

Public comment – NA

5:30PM

Meeting adjourned by Cameron Adams