



Q2 Meeting
October 10, 2022 9 am - 11 am
Via Zoom

MEETING NOTES

Monday, October 10, 2022

CRP Participants

Cameron Adams, Chair
Colin Underwood
Kathleen Yar
Retchenda George-Bettisworth
Trevor Storrs

Coordinator Staff

Tricia Minnick, CRP Coordinator/Denali Daniels & Associates
Magen Spencer, UAF/DDA Practicum Student

Public:

Malan Paquette

- Call To Order (Chair)
 - Meeting was called to order at 9:07 am
- Roll Call (Chair)
 - As above
- General Panel Updates
 - The Chair will present to Commissioner Kovol of the Department of Department of Family and Community Services (DFCS) on Thursday, October 13, 2022. The presentation will include background on the CRP, information on the retention project as well as a conversation around the request to be a line item in the governor's budget.

- Policies & Procedures
 - Roles & Responsibilities: The Panel reviewed example language from California’s Citizen Review Panel’s guiding documents. The following guidelines were discussed:
 1. Make a good faith effort to attend all CRP meetings, either virtually or in-person. Panel members missing more than three consecutive CRP meetings may be asked to step down.
 2. Panel members should participate in panel voting striving for a decision by consensus. When it is not possible to reach consensus and reasonable exploration has been conducted, the panel will default to decision by majority.
 3. Serve in rotation leadership capacity to help with agenda setting and planning for productive discussion during panel meetings.
 - Discussion: The Panel discussed combining the current attendance requirement of 51% of meetings and the three consecutive unexcused absences language, with excused absences being defined as ones where 48 hours notice was given. All Panel members in attendance came to a consensus on that language as well as adding in the other two guidelines.
 - **Action:** The Coordinator will update the Policies & Procedures to be in line with the group consensus and the Panel will vote on the updated document at the October CRP-OCS Monthly Meeting.
- Operating Guidelines
 - No additional updates were discussed, the Panel will officially vote on the previous updates to the Operating Guidelines at the same time they vote on the Policies and Procedures document.
- 2022-2023 Work Plan Status (Coordinator)
 - Q1-Q4 Review
 - Work plan tasks were reviewed by quarter and the internal work plan tracker was updated accordingly
- Round Table Discussions
 - Timeline
 - Round Table with past participants, one date will be selected based on what is best for workers
 - December 9th, 1-3pm
 - December 12th, 1-3pm
 - Round Tables with supervisors and regional managers
 - Early January

- Design
 - Work session scheduled for November 8th, 12-2 pm
 - Develop questions
 - All Panel members should re-familiarize themselves with the literature review and round table report from last year prior to the work session. They should come prepared with a list of questions they think should be included in the discussions with workers and supervisors and managers.
 - Discussion: Trevor proposed partnering with a third party to conduct a systematic review of OCS organizational culture and wellness in place of the Panel hosting smaller-scale round table discussions with supervisors and managers. He will look into the logistics around this and put together a proposal for the Panel to review at the November work session. Colin will reach out to other CRPs to see what work they've done around organizational wellness. The group agreed that no matter which direction they go with Trevor's proposal, they would still like to reconnect with the frontline workers who participated in the round tables last year.
 - **Action:** The Coordinator will send an email to the Panel that summarizes today's meeting and provides instructions on how to prepare for the work session.
- Other Panel Business - Questions
 - Update: The CRP has not yet received a formal response from OCS to their 2022 Annual Report
 - Member recruitment: The CRP is focusing on experiential diversity, particularly those with experience with the foster care system as they recruit their 9th member.
 - Colin is reaching out to his foster system networks.
 - The online application is on the CRP website.
- Executive Session from 10:35 am to 10:45 am
- Public Comment Period
 - Malan Paquette stated she goes by Ann locally. She is a former OCS employee and she wanted to share her appreciation for what the CRP does and she hopes to join in on future meetings.
- Adjourn – Chair
 - Meeting was adjourned at 10:51 am