

STATE FOSTER CARE REVIEW BOARD

September 12, 2015

MINUTES

Roll Call.

Present: Battaglini, Karen; Bevans, Elaine; Bigos, Carol; Blum, Charlie; Brannan, Bruce; Brewer, Larry; Burnell, Susan; Condon, Mimi; Crawford, Barbara; Currey, Jean; Daidone, Richard; Davies, Betty; Davis, Cathy; Endres, Art; Foti, Jo; Gasaway, Julie; Goldberg, Carolyn; Hanson, Paul; Harrell, Nancy; Ishmael, Susan; Kennedy, Jim; Kimball, Peggy; Koch, Connie; Kolzow, Jakki; Leite, Elizabeth; Lundy, Thelma; Magnuson, Cheryl; Manring, Gene; Mathews, Chelsey; McAlpin, Tom; Miller, Marilyn; Moreno, Ina; Romanski, David; Ross, Linda; Sumner, Amber; Warren, Pam; Wiesenthal, Steven.

Absent: Anderson, Yolanda; Baca, Marty; Lutt-Owens, Caroline; Matthews, Tiffany; Smith, Linda; Thibeault, Jessica; VanAuker

Staff Present: Devlin, Karla; Foster, Natalie; Gray, Charlie; Guizzetti, Sandy; Honea, Ashley; Kaid, Gioia; Lazere, Steve; Murrietta, Esma; Nunes, Shauna.

Connie Koch called meeting to order at 9:48 a.m. Training provided by Robert Shelley.

I. CALL TO ORDER/APPROVAL OF MINUTES:

Connie Koch called meeting to order at 9:48 a.m. Training provided by Robert Shelley.

Motion: Approve to accept minutes from March 7, 2015. **Action:** Approve; **Moved by:** Lundy, Thelma; **Seconded by:** Bigos, Carol.
Motion passed unanimously.

II. INTRODUCTIONS:

- New board member introductions.
- Current board members introductions.

III. COMMITTEE REPORTS:

A. Executive Committee:

Update provided by Connie Koch:

- Approved minutes
- Approved attendance waivers
- Discussed handout-FCRB State Board Restructure
 - Procedures/roles/duties/changes
 - Executive Committee approved all changes
 - Committee roles-no changes
 - Ad Hoc Committee-Fatality Review
 - Still in the process of being developed

- Goal is to introduce the committee in 2016
- Future State Board/Executive Committee meeting dates reviewed (dates are listed below)
- County/Board-Local Board handout discussed
 - Some State Board members will have up to 4 boards
 - Letter will be going out to all Local board members explaining what state board is and who their representative/contact is, and where to go on the FCRB website to get this information.
 - We may have the PS hand out the state board introductory letter, filling in the state board contact name (explaining to check the website for any changes), to their local board members. This would be in addition to an email. If a board member doesn't have access to internet, they can call our office to find out their state board member representative.
 - Suggestion-include the state board representative/contact in the packet/on the schedule that the board member receives.

Motion: To accept the changes as presented. **Action:** Approve; **Moved by:** Brewer, Larry; **Seconded by:** Davis, Cathy.
Motion passed unanimously.

B. Best Practices Committee:

Update presented by Jakki Kozlow:

- Acknowledged the outstanding participation by committee members
- Committee has met three times since last state board meeting
- There were two goals in the strategic planning that were assigned to the Best Practices Committee:
 - The first goal is to review existing mechanisms for interested parties to provide information to the board to identify opportunities for improvement. This has been the primary focus in the last few meetings. The most important and preferred mechanism is for in person attendance. Since there are so many mechanisms available, the committee then looked at how the parties are informed of the options that exist. They reviewed the notice that was provided to them and the key thing they noticed was at the narrative part, which states in capital letters- IF YOU CANNOT COME. They feel this may discourage in person participation and raise questions of the importance of the interested party's involvement. The principals the committee would like to encourage being included in this notice are:
 - More inviting and encourage attendance
 - Stress that parties input is valued
 - Brief explanation of who and what the FCRB is
 - Keep it simple

- Notice provides options if the person cannot attend in person

The committee is working a proposal to modify the existing notices. A secondary approach would be to have some kind of cover letter that isn't computer generated added to the notice. Drafts will be reviewed at today's committee meeting.

- The committee has reached out to DCS to see if the committee could prepare an article to be included in DCS's newsletter.
- The committee's second goal is developing a survey to assess whether local board members feel connected to the state board. They will address this goal in the future.

C. Community Outreach Committee:

Update provided by Tom McAlpin:

- The Outreach Committee is rolling out a Board member recruitment campaign starting Monday, September 21, 2015. The idea is to use every tool we can to recruit volunteers for our Boards in all 15 Arizona counties. Beginning with Boards being facilitated on September 21:
 - Wallet size recruitment cards will be passed out by program specialists to existing board members on their board's meeting day with a simple request: Please identify one person who you feel has the passion and availability to join our program.
 - If a volunteer was unable to attend that particular board, the wallet size recruitment would be mailed to their home.
 - The recipient of the card will be able to call or go to our website to request an application packet that contains an application, confidentiality agreement, attendance requirements, and continuing education requirements.
 - This will allow us to track applications mailed out, follow up with the requestor and move quickly to place them on a Board.
- In conjunction with passing out recruitment cards to our volunteer base, the Outreach Committee will be initiating the Coffee House Portion of our recruitment campaign.
 - FCRB staff will post recruitment flyers on local Starbuck's bulletin boards throughout the state.
 - As program specialists travel to the "rural Boards" during the months of September and October they will allot time to visit Starbuck Coffee houses to post flyers.
 - Outreach Committee members and any State Board members who want to post any of these flyers at other venues (libraries, post offices, clubs, etc) in their communities can see Charlie at the end of this session to obtain flyers.
- The Outreach Committee will seek to publish articles in the local community newspapers, utility bills, bulletins, etc.

- Charlie will draft articles for bulletins that are regularly distributed. The Outreach committee will be working to identify these potential entities.
- Outreach committee members will be prioritizing the counties based on need as they begin reaching out to newspapers in those communities to get articles printed.

D. Continuing Education Committee:

Update provided by Mimi Condon:

- The committee has been meeting on a monthly basis via telephone.
- Working on a survey that went to the FCRB members. To date, out of the approximately 500 FCRB volunteers, 712 have responded. They have not compiled all the data yet.

IV. OLD BUSINESS:

N/A

V. NEW BUSINESS:

N/A

VI. PROGRAM MANAGER'S REPORT:

Steve Lazere delivered the Program Manager Report:

Steve reviewed 2015 State Board goals handout.

- Staff Updates/Additions:
 - Tucson is fully staffed
 - Phoenix has one vacancy (part-time Administrative Secretary)
 - Bradie Moran, PSIII, Tucson
 - Esma Murrietta, Supervisor, Tucson
 - Shauna Nunes, PSIII, Phoenix
 - Ashley Honea, PSIII, Phoenix
 - Jennifer Ames, PSIII, Phoenix
 - Belinda Olbert, Supervisor, Phoenix
- The number of kids in out of home care continues to increase.
 - Pinal County has seen quite a bit of growth; Soon to open PN09 and PN10
 - Maricopa has recently opened 4 new boards
- DCS update
 - Working with DCS on tracking case manager participation
 - Rural areas have better attendance than urban areas
 - 65% of case managers are attending reviews.
 - FCRB and DCS workgroup has been established and have been meeting for the past six months. This helps resolve some differences between the programs.
 - Initial focus has been on notifications.

- Notifications are currently being sent out by mail
- The sooner notification can be sent to case managers, the easier it would be for them to add to their schedule.
- Notices are now going out on green paper to help draw some greater attention to the notices.
- Tucson is piloting sending out notices to CM via email
- Sandy and the Tucson staff have been working with the local DCS unit to educate them about FCRB and to get buy in to move forward with the pilot.
- The workgroup helps us get a sense on what is going on with the agency.

VII. CALL TO THE PUBLIC:

There were no public respondents.

VIII. ADJOURNMENT:

The meeting adjourned at 12:59 pm

Motion: To adjourn. **Action:** Adjourn; **Moved by:** Bevans, Elaine; **Seconded by:** Lundy, Thelma.

Future meeting dates:

- *Saturday, December 5, 2015 Executive Committee only (telephonically)*
- *Saturday, March 5, 2016 State Board Meeting (in person)*
- *Saturday, June 4, 2016 State Board Meeting (in person)*
- *Saturday, September 10, 2016 Executive Committee only (telephonically)*
- *Saturday, November 5, 2016 State Board Meeting (in person)*