

CA Foster Parent Consultation Team (1624)

Draft Meeting Minutes – 01/28/13

Attendance: Amy Gardner, Molly Herzog, Myra Casey, Becky Smith, John March, Bernice Morehead, Meri Waterhouse, Mike Canfield, Yen Lawlor, Peggy Hays, Marilyn Hatfield, Anne Snook, Carol Plischke, Leeann Marshel, Marty Butkovich, Dru Powers, Shelby Carrell, Kerry Bryant, Laurie Palmquist, Marilee Roberts, Gina Goats, Angie Wilson, Shala Crow, Deena Parra, Talya Miller, Garth Gill, Josh Hinman, Brandy Otto, Guests, Jackie Pray and Rhonda Abban, NRC Diligent Recruitment

AGENDA TOPIC (Expanded Explanation Sheet from regional reps is attached to the minutes)	TEAM DECISION (including vote record)	ASSIGNMENTS (lead &/or workgroup members/due date)	REPORT TO TEAM (if needed – date assigned)	DATE COMPLETE
OLD BUSINESS				
Communication/ Notification Each region is producing an updated staff list. Region 2 list demonstrated at meeting.	All regions will update - lists will be added to CA's FP website	Meri to post updated lists	April	
Transportation/Visitation: Concern: form usage – both the FP and birth parent must sign transportation form. Region developed change so FPs use initials when signing form for pick up/drop off of child rather than full name. <i>Recommendation:</i> FP to use initials so FPs can have a bit more security. They can sign if desired.	Conversation with April Potts on discussing this idea as possibility on all contractor's forms used for visits or transportation.	Meri and April meet 2/20/13	April	
Sending Children to Camp: Marty – Discussed in Field Ops meeting – any child requesting to attend overnight camp will be handled on a case by case basis. Send requests through assigned SW up through AAs to Deputies and discussion is held at that level. (Doesn't apply to day camp)	N/A	N/A	N/A	January 2013
Respect Workgroup: Workgroup is updating the FPs Rights and Responsibilities document from 2001.	Distribute draft document at Agenda building meeting	Meri – prepare final document for April 1624 meeting	April	

<p>Respite Care: There remains a strong and continued need for respite for foster parents. Caregivers license just for respite – but are asked to take a placement almost immediately (<i>they have right to do so if they choose</i>).</p> <p>Liaisons at OC address the issue/need for respite care with interested foster parents at various points (inquiry, orientation, support groups, etc.) to ensure a marketed emphasis so new FPs know need. Multiple arenas are used for messaging this need. The support groups provide a larger setting for foster parents to address issue and are a natural setting to find respite. Work within support groups to develop needed support within group.</p> <ul style="list-style-type: none"> -OC has plan for targeted campaign on respite. Toolkit developed for respite to be used in community. -Caregivers encouraged to identify respite resources within their network of support to have their own respite care providers. -PRIDE training for prospective foster parents should share this message: “who will be your respite provider - who’s on your team to care for children?” <p>Can the process of approval for potential respite families be streamlined for those who apply specifically for respite?</p>	<p>Olive Crest will give report in April on progress for sharing need of respite care for foster families and show their toolkit.</p>	<p>Marilyn Hatfield</p>	<p>April</p>	
---	---	-------------------------	--------------	--

<p>Vancouver Placement Desk's Facebook page has been very successful in helping identify resources for families who need/want respite.</p> <p>Olympia's placement desk sends e-mails seeking respite & responds when respite is found.</p> <p>Placement coordinators should be utilized in this function to help identify potential respite providers, as the resource may be full or have other unknown issues.</p>	(see above)			
<p>Respite care payments Retention respite paid in daily rate vs. Child Specific respite paid by the hourly rate. Child specific respite is paid based on the hours authorized by the social worker per child</p>	Develop a written clarification for Caregiver Connection	John and Meri	April	
<p>Communication with CA staff- increase notification to caregivers and remind them about court hearings for the child. Social workers should emphasize the importance of completing the Caregiver's Report to the Court share tips on how to write it.</p> <p>Interpreters – interpreters are needed for foster parent trainings and support groups *DSHS policy provides interpreters for the trainings CA does. *Does the Alliance provide this through their contract? *Keep the Beat –trainers have arranged the interpreter through the RFTI trainer.</p>	<p>Meri to send out the training points with the Caregiver's report to the court</p> <p>Link to FP web page</p> <p>John to check on Alliance requirements and report back</p>	Meri to handle link with webmaster and send out the materials on the Report to the court training	April April	
<p>DCFS/DLR Forms for caregivers who don't speak read English. *Forms are uploaded on internet in different</p>	Inform ESL staff the mileage form needs to be translated in	John to report back	April	

<p>languages. Meri is still identifying forms that should be translated for caregivers. Link is provided on the agenda to help caregivers access translated forms. Not all forms are available in the 8 major languages, however they can be translated quickly if need is identified. The Mileage reimbursement is needed in Spanish</p>	Spanish.			
<p>CA foster parent website needs the staff listings updated. Staff directories are being updated now.</p>	<p>Demonstrated on the site today.</p> <p>Send out email to 1624 team when all lists are posted</p>	<p>Meri is uploading to the website as regions complete them. Region 2's list has been sent to webmaster</p>	<p>Meri send e-mail to 1624. ASAP</p>	
<p>Travel policy should be distributed to caregivers.</p> <ul style="list-style-type: none"> - Add to website - Send out to support groups - Include in Caregiver Connection <p>Caregivers shouldn't feel a bump in this travel planning requirement – it goes to the AAs and in certain instances to the RAs. The travel Matrix also covers these issues</p>	<p>Communicate in all the three regions.</p> <p>Meri add to the website and schedule into the Caregiver Connection</p>	<p>Website – ASAP Feb. 16th Caregiver Connection March</p>		
<p>Region 3 North: Olive Crest hiring: *Olive Crest contract – has hired liaison for Region 3 North with projected start date for Feb. 1st. *Office component: O.C. did not plan to station their recruiters into the DCFS field offices. Region 3's leadership met with Olive Crest last week. This is an important area for consistency in each region; however O.C. hasn't yet been out to meet with all CA's staff in the regional offices.</p>	<p>Update at the Agenda building Meeting with an introduction of the new Region 3 North liaison's information.</p>		<p>March 2013</p>	
<p>Timing on Rate Assessment (Reg. 3 North) This will be moved for a discussion at the Regional Foster Parent Meeting in Tacoma. Kathy Keenan,</p>	<p>After the regional meeting on timeliness this will be</p>	<p>By Agenda Building in March</p>		

<p>Supv. will meet with both Tacoma and Kitsap foster parent groups. The rate assessors have been regionalized for consistency across the region. This discussion will only be related to timeliness of the rate assessment and will not include discussion about the rates.</p> <p>Concerns on an individual basis should be directed to the supervisor and AA.</p> <p>Benchmark is after the 14 days the child has been in care.</p> <p>Six (6) months for the rate assessment is not timely. This would be a local office issue and should be addressed up the chain in the office.</p>	<p>developed and brought back thru Peggy Hays</p>			
<p>Foster parents on break – why do they have to continue to comply with the MLRs?</p> <p>FPs are still licensed and are held to the licensing standards. This issue resulted from a specific case – caregivers will be directed back to DLR to have a conversation with their licenser and the AA</p>	<p>Resolved – specific case</p>			<p>resolved</p>
<p>DLR-CPS continues to not inform foster parents of allegations in timely/consistent manner.</p> <p>DLR Factsheet provided - developed by DLR to help address this issue and provide greater information for foster parents. This has been updated and will be soon available. The brochure provides info on what foster parents can expect when an allegation occurs.</p> <p>Deena Parra from Olive Crest has created a power point on the process for families about the FIRST Program.</p>	<p>Send out information to DLR licensers requiring use of the Factsheet to help provide information on how investigation is handled by licensers.</p> <p>Suggestion: Add info “Now You’ve Had First Placement.” Send info to Marjorie Fitzgerald</p>	<p>John March</p>		
<p>FPAWS – continue to focus on communication & teaming. Teaming has been good FPAWS looks</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>

forward to the future as we work together. Looks forward to bringing Olive Crest into conversation with CAFPT.				
Introductions of the consultants from the NRC. Comments: Good process thank you to the WA legislature for creation of this fabulous process. Keep communication open. Strength that this includes the entire state and topics can be shared.	N/A	N/A	N/A	N/A
Becky shares comments with group in thanks of their work and appreciation for all team members.	N/A	N/A	N/A	N/A

Next Video-conference Meeting: April 22, 2013, 1 – 4:00 p.m.