

Minutes from the CERAP ADVISORY COMMITTEE Meeting
Moderator: THERESA HUGHES FOR DIANE SCRUGGS
JRTC, 100 West Randolph, Rm 6-275
Wednesday, October 14, 2015
3:00 PM – 4:30PM

In attendance were: Diane Scruggs (Chair), Joan Pernecke, Nora Harms-Pavelski (DCFS Liaison) Theresa Hughes (Advisory Board Coordinator)

Via Telephone: Tamara Fuller (Co-Chair), Judge Helaine Berger, Jennifer O'Brien, Janet Ahern

Not present: Dr. Emalee Flaherty; Dr. Jill Glick; Lawrence Grazian, Judge Patricia Martin; Char Rivette; Mike Ruppe; Catherine Smith

Start Time: 3:00pm

End Time: 4:30pm

1. Introduction of Theresa Hughes

- Newly employed in the Director's Office
- The Staff Assistant/Confidential Liaison to the Director
- Advisory Board Coordinator for all 17 Advisory Councils/Committees

2. Open Meetings Act

- Everybody initially has to take it
- Each group has to have a designee (can be selected/volunteered)
- The designee will have to take test every year
- Diane Scruggs volunteered to be the Open Meetings Act designee

3. Tammy Fuller (University of Illinois Chicago)

- Updated a report on the final report.
- The report had been submitted after a review and editing of a series of emails sent out asking for additional comments
- Everyone who responded found no issues with it.
- Mike Ruppe asked Tammy for confirmation that the final version of the annual CERAP report was completed.
- Once confirmed it was forward to Keith Langston, Andrew Flach and Chris Boyster for further distribution.
- Committee requested that Theresa find out from Chris if report went out to the legislators.
- Final distribution was June 3rd

4. Group Discussion

- There continues to be concern about the “**non-compliance**” of the use of the CERAP

- After review of Tammy's report, Committee realized that there is a question concerning the **electronic use of the CERAP vs a hard copy** in client files.
- Concern raised that 80% of foster care is in the private sector and there is no way to track the compliance

5. **Suggestions**

- Tammy was asked if there was a way to develop some kind of survey/questionnaire that would go to private agencies to determine How many and when CERAP's have been completed
- Need to determine how many were marked safe/unsafe prior to return home
- Which case numbers that was not compliant with CERAP during the period of time in which the review noted in the final report took place.
- Investigate case files to determine if there are paper copies and if so, how many for that time period.
- The goal is to have a questionnaire is ready for handout at the upcoming POS Foster Care Forum held at Juvenile Court
- Forum is Thursday 19th of November at 9:30 am
- Research is needed to determine the numbers involved and the agencies involved
- Set deadline(s) and identify recipient(s) the agencies are supposed to f/u with
- Janet, and Joan will be in attendance for the forum, and will provide follow-up
- Notion that these rates might be a lot better than we think they are
- Valuable lesson learned about how to pull data

6. **Future meetings**

- Future meeting will be the second Friday of every quarter
 - **January 8, 2016 – 3:00 to 4:30 pm at the JRTC, Rm 215**
 - **April 8, 2016 - 3:00 to 4:30 pm at the JRTC, Rm 215**
- Everyone agreed to have read the Rule 300 as it pertains to CERAP for the April meeting

7. **Closing remarks**

- Ethics Training Acknowledgement form should be submitted by 10/27 to Theresa Hughes
- If member serves on multi-boards, only one form (page 41) is required – just list all committees/councils/boards on the bottom of the page.
- Email completed acknowledgement to Theresa Hughes
- ALL Legislators, Judges, elected officials are EXEMPT
- Procedure 300 is dated 10/09/2015 and on DCFS website
- Minutes were review and approved by Committee for Distribution