

CHILD WELFARE ADVSORY (CWAC) FRONT END COMMITTEE

DRAFT MINUTES

10:00 A.M. July 7, 2016 (POS meets at 9:15 A.M.)

Joliet Field Office, 1619 West Jefferson, Joliet, IL 60435

1(815) 730-4000

Attendance List

	NAME	AGENCY	E-MAIL
1	Anne Gold	DCFS Intact, Child Protection	Anne.Gold@illinois.gov
2	Cheryl Conners	DCFS Quality Assurance	Cheryl.Conners@illinois.gov
3	Deborah Kennedy	DCFS Monitoring	Deborah.Kennedy2@illinois.gov
4	Linda Moore	DCFS Intact	linda.i.moore@illinois.gov
5	Nora Harms-Pavelski	DCFS Child Protection	Nora.Harms-Pavelski@illinois.gov
6	Scott Wiseman	DCFS Monitoring	Scott.Wiseman@illinois.gov
7	Treva Hamilton	DCFS Monitoring	Treva.Hamilton@illinois.gov
8	Twana Cosey	DCFS Community Resources	Twana.Cosey@illinois.gov
9	Hilary Condon	Bethany for Children and Families	Hilary.Condon@illinois.gov
10	Laura Rios	Catholic Charities of Chicago	LRios@catholiccharities.net
11	Chris Kelly	Center for Youth and Family Solutions	ckelly@cyfsolutions.org
12	Melissa Ludington	Children's Home Aid Society	MLudington@childrenshomeandaid.org
13	Kate Buchanan	Childcare Association of Illinois	Kbuchanan@cca-il.org
14	Amy Roman	Children's Home Association of IL	Amy.Roman@illinois.gov
15	Brigid Luke	Evangelical Child and Family Agency	Brigid.Luke@illinois.gov
16	Deb McCarrel	ICOY	dmccarrel@icoyouth.org
17	Kathy Grzelak	Kaleidoscope	Kgrzelak@Kaleidoscope4kids.org
18	Ruth Jajko	Lutheran Social Services	Ruth.Jajko@LSSI.org
19	Timothy Snowden	One Hope United	TSnowden@onehopeunited.org
20	Amy Still	Webster-Cantrell	astill@webstercantrell.org

The meeting started at 10:14 am.

The 4/7/16 minutes were unanimously approved. Nora stated that we hope to post the meeting minutes on the D-Net for members to view, but some of the old minutes will need to be located.* In response to POS requests, Nora and Anne will find a distribution list for the members to use.* The person to contact for these lists may be Jeremy Harp or Jodi Grutza. Treva offered to share an APT list.

Update on Budget and Contracts - Melissa asked for data on the FY17 contract capacities. Anne explained that there is an increase in capacity and funding for the Southern Region.

Front End Charter- All present approved of the changes to the charter. Nora announced that Anne Gold has been promoted to Associate Deputy of Child Protection. DCFS staff from Q.A., I.T., and A.P.T. attended the meeting. The Family Advocacy Centers will have a representative here the next time we meet.* We welcomed Ruth Jajko as a new representative for LSSI. Kathy stated that our newest members are Laura, Ruth, and Kate .

Data Group – Anne was the only group member present. She summarized that a wish list was made and they have met a couple of times. SACWIS software will change over in about 18 months. They are waiting for the new software to create new data.

Case Extension Review – The group is led by Doryce and their task is to implement a case review document to meet the terms of the contract for intact services. Chris is concerned about adding more forms to the work load for agencies despite having a tier 1 and 2 procedure in place. Nora is concerned that this group developed the case extension form, but now is unhappy with it. She suggested that the group reconvene to ensure the form is not duplicative with other data that is available.* Deb M. asked about the percentage of cases are over 6 months aged. Anne stated about 40% are aged. Deb recommended that a case note be entered at 6 months explaining the need to keep a case open. Nora will take this suggestion to Mike Rueppe.* Caseworkers must enter a critical decision. The quality of supervisor notes has been an issue. Ruth stated that weekly supervision notes are often a challenge.

Dashboard exceptions- Scott Wiseman spoke as one of the committee chairman. The co-chairman is Mark Smith. A packet was passed out for everyone. The dashboard exclusions are used to set the monitoring levels on the dashboard. The first 30 days of casework depends on the family's level of cooperation. Intact work is very different from foster family work because the level of cooperation is not a choice. Scott reviewed all of the recommendations of the committee from the packet. The only reason to submit for a dashboard exception would be to change your level. Melissa said that the requirements for M5, searching for evasive families, is excessive. Scott would like to reconvene the workgroup for more time to implement the suggestions gathered from today's discussion.*

Other CWAC committee updates – Deb Kennedy discussed how immersion sites will affect Foster Care. The High End committee is currently meeting elsewhere in the building. Kathy reported that the Well Being committee is working on the criteria to determine the level of well-being. They will be making recommendations at a later date.* The Finance and Administration Committee is not here today. The Workforce Development committee will be meeting at the end of this month.

Follow up – The Data Group will make recommendations to “Big” CWAC Committee.* They will also meet with the Director who is currently reviewing these topics.* The Foundations training program is under review. The wording for enrollment in Foundations training is causing some issues. The training department has had some recent changes in staff. Hilary was concerned about the time between trainings if someone is returning to work. Brigid was concerned about CANS recertification. Kathy asked if the fidelity of CANS is valid and useful. Brigid suggested that LEADS certification should be included in Foundations training. Nora stated that LEADS training is part of the State Police program.

AP communication - Kathy asked how POS agencies can get more feedback from AP. Treva said that she will put this topic on her agenda.* Deb Kennedy doesn’t want to have the work of AP subject to argument. Treva said that trend data may soon be available. Chris thinks that AP information could help agencies to do better work.

Anne gave some statistics from a Special Case Review completed earlier this year. 301 cases were reviewed. APT workers assisted in performing these reviews. The overall case compliance rate was 71%. Transitional visits were completed 93% of the time. Other results were given by Anne. There was a group discussion regarding the quality of case notes. Anne is pleased overall with the case work that was reviewed in this project.

Hiring for DCFS – Nora explained that there are 15-20 vacancies in Chicago, 15 staff are enrolled in training. The Southern region has 11 vacancies. DCFS is running ads in the newspapers. There has been another round of special application grading and we are accepting more variations of human services degrees. The headcount of staff working for DCFS is about 2500.

Nora further explained that the TA project is starting on July 18th with 74 staff assigned to cleanup backlogs of cases. We are negotiating with the Union regarding the number of caseworkers in each county. DCFS has hired many interns, but it takes up to 2 years to be a full employee.

Nora explained that Mt. Vernon and Rock Island are two of the Immersion Sites that are using phones to enter case notes. Studies have shown that the time to make case note entries decreased from 10 days to a half day when using a phone for this work. A limited advantage of the phones may be the ability to track the location of caseworkers. POS members would like to have access to this new technology to be more efficient. They might make this suggestion to the “Full” CWAC when they meet on August 11th. Kathy will bring these suggestions to the CWAC meeting.*

Labor Law Impact- no discussion.

Strategic Plan review and recommendations, Family First Act – Kate summarized this act. It swings the focus of casework to prevention and builds on evidence based practice. The legislation is for kids at risk of entering foster care, but there are special requirements to qualify for the prevention services. They may re-think how we serve relatives.

This bill passed the Illinois House in 24 hours due to other legislation that was the focus of their time. It now goes to the Illinois Senate and it is expected to pass. There should be more funding for reunification services.

Kate suggested the Strategic Plan reflect changes coming from the Family First Act. Deb M. feels the FFA is basing new changes on community services without a solid plan. The Director has several Town Hall meetings scheduled. Jodi Grutza was here in April before the Strategic Plan was available in hand. It was suggested to have her return to answer additional questions.*

General Items - Chris asked about background checks for POS worker. There is a problem with the laws of the State and the FBI. DCFS can't share FBI background checks with POS agencies, only Illinois checks can be provided. Scott suggested that POS agencies can obtain their own FBI checks, the fee is very reasonable. DCFS legal is involved in this issue. POS agencies can submit the charges to DCFS for reimbursement. This reimbursement is only for prospective employees.

Date and location of future meetings – Kate suggested that everyone bring a lunch to the next meeting, we did not take a break today.* The next meeting will be held on September 1, 2016 at the same location, 1619 West Jefferson, Joliet IL.

Nora said there is an option to call into the meeting, but it is difficult for callers to participate. It is possible that a “Star” phone could be located to facilitate callers and improve communications.* The group has a strong preference for members to attend in person.

The meeting adjourned at 1:42 pm.