

Date: June 30, 2020	Zoom Meeting 9:00 a.m. – 11:00 a.m.	Verronda Moore – Co-Chair (P4), CPS	Carol Ramirez, Co-chair (P4) – Lilliput
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Attendees					
	Melissa Lloyd - CPS		Dianne McFarland - CPS-Court Services (CS)	X	Christina Irizarry – DBHS
X	Verronda Moore – CPS - Permanency (PS)	X	Leslie Olson - CPS- Program Support	X	Carol Ramirez – Lilliput
X	Jade Tea – CPS - Emergency Response/Informal Supervision	X	Lindsay Zettel - County Counsel		Sal DeLeon - SCOE
	Susan McKee – CPS-ER/IS		Laurie Clothier – Birth & Beyond (River Oak)		Robin Kwizer – Cultural Broker's Program
X	Edward Fernando – CPS - Program Administration (PA)		Renee Velazquez - Birth & Beyond (La Familia)		Trish Kennedy – SCOE
X	Carrie Britton – CPS - PA		Mayda Arce - Birth & Beyond (La Familia)		Anna Cresap – VOA - BFH
	Charlene Duffy – CPS - PS		Gina Roberson - W.E.A.V.E.	X	Leslie Matthews - Alternative Family Services
X	Tiffany Glass – CPS - PS		Jolane Blaylock - A Community for Peace		Jennifer Shebesta – Stanford Youth Solutions / Sierra Forever Families
X	Niku Mohanty-Campbell - CPS-PS	X	Alexander Garlinger- A Community for Peace		
	Christina Boakye-Donkor- CPS PS		Donna Brown - A Community for Peace		

Discussion/ Action Items

<i>Agenda Item/Discussion</i>	<i>Minutes:</i>
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Welcome and Introductions (Charlene)	Charlene welcomed participants and advised the workgroup that Verronda was handling a call and would join a little later. Introductions were skipped at first (due to uncertainty with virtual format) but were later suggested and facilitated by Niku who called on each member to introduce themselves, which worked well and was appreciated by all 😊
Review and approve January 28, 2020 meeting minutes (Carol)	Previous meeting minutes were approved.
SIP Progress Report updates (Charlene)	Charlene provided quick updates: <ul style="list-style-type: none"> • ACIN I-34-20 provided 90 calendar day extension for SIP Progress Report due to COVID-19 • Draft sent to large list of stakeholders on June 8, 2020 with feedback due June 17, 2020 • Draft sent to CDSS on June 25, 2020
SIP Progress Report – P4 Section review (Charlene)	Charlene provided a quick overview of the pending SIP action plan items: <ul style="list-style-type: none"> • CFT P&P – December 2020 • Develop CQI mechanism/model to determine effectiveness of CFT strategy – December 2020 • Train to CFT P&P – Train 50% of staff by June 2021 and 100% by September 2021 and then ongoing
Next Steps – Revisit ideas from January 2020 meeting (All)	Workgroup revisited ideas from previous January 2020 meeting: <ul style="list-style-type: none"> • Topic: Consider a study of children who have already reentered in preliminary January 20, 2020 data for cohort – January 1, 2018 through December 31, 2018 and include demographics <ul style="list-style-type: none"> ○ Edward will bring this data back to next quarterly workgroup meeting scheduled for September 29, 2020 to share with CPS members who were at another training meeting in January 2020, and to also refresh the workgroup as a whole and provide any updated data

Next Steps – Revisit ideas from January 2020 meeting [cont.](#)

information.

- Topic: Aftercare Resource Faire
 - Jolane Blaylock, who had initially volunteered to take the lead, is no longer with “A Community for Peace”
 - Idea of having a virtual resource faire in the future where providers could provide a “spiel” about their services and specialties was discussed
 - Virtual faire would need a moderator to keep the event organized and within time – recommendation for shorter timeframe (1 hour)
 - Consider having faire focus on Aftercare services available in the community
 - Record the event so it is available to post on intranet and/or internet
 - Consider having it available for families as well as CPS staff
- Topic: Workgroup having input into the Aftercare and Behaviorally Based Case Plan policy and procedures (P&Ps) that are underway
 - Workgroup would still like to provide input after P&P drafts are completed but agreed current focus would be on providing input into CFT meeting structure for key decision point of “return home”.
- Topic: Workgroup providing recommendations and input into CFT meeting structure for key decision point of “return home”
 - Subcommittee will be formed to provide input into CFT meeting structure specifically to address key topics and solid behaviorally based action steps for families’ aftercare planning to prevent reentry
 - Charlene will schedule first subcommittee meeting next month and send an invite to the whole group

Next Steps Discussion Points

The following were workgroup discussion highlights for consideration moving forward:

- Understanding Reentry Characteristics and Needs
 - What are the most high risk categories for reentry (previous case study revealed substance abuse and/or domestic violence with mental health components)
 - What types of intensive services are families receiving at reunification?
 - Who can follow families intensely for 3-4 months after return home and/or reunification (case closure)
- CFT meetings have been steady despite COVID-19 and satisfaction surveys continue to be positive
 - CFT meetings have been helpful for families to have a voice in light of court closures due to pandemic.
 - Discussed importance of ensuring CFT meeting structures

<p>Next Steps Discussion Points cont.</p>	<p>support families' voice - families being able to articulate for themselves their safety plan and resources and what works well for them</p> <ul style="list-style-type: none"> ▪ Good to have a check list and key points (e.g., reentry) to discuss at CFT meetings prior to return home and then after return home and case closure ▪ Importance of families being aware of what is expected of them at key decision points (prior to return home, after return home, and case closure) ▪ Exploration of at least three months intensive services to keep families intact and help prevent recidivism and reentry ▪ FFAs are often aware of cases that are at high risk for reentry – important to team together and include FFAs at CFT meetings for case planning discussions to address concerns. Idea to obtain CFT members scaling number (0-10) as to their confidence the family will not reenter CPS system ▪ Safety support networks need to be enhanced in preparation for return home and case closure – should be a focus of discussion at CFT meetings and added to CFT meeting structure <ul style="list-style-type: none"> ○ CFT implementation/steering Committee team (since pandemic) met in early June 2020 to regroup and will be meeting again in July 2020 ○ Request to obtain a baseline for how many children should have received a CFT meeting versus how many CFT meetings were held since January 2020 (i.e., how many children entered into care x 2 as a simple equation to obtain general baseline) ○ FFAs are being invited more to CFT meetings; however, they are still sometimes forgotten or invited at last minute (e.g., day before). <ul style="list-style-type: none"> ▪ Sometimes FFA foster family invited to CFT meeting but not FFA agency representative (e.g., FFA social worker) – can CFT referral (currently being updated) add a box to remind scheduler to include FFA agency representative as well? ○ Workgroup would like to look see Satisfaction Survey results to help streamline CFT meeting structure upgrades ○ Consider rebranding safety plan for aftercare planning to “Success Plan”
<p>Action Items</p>	<ul style="list-style-type: none"> • Edward will bring preliminary “January 20, 2020 data for cohort – January 1, 2018 through December 31, 2018” back to next quarterly workgroup meeting on September 29, 2020 • Charlene will schedule subcommittee meeting for July 2020 and send out invites to workgroup. Subcommittee will develop recommendations for CFT meeting structure specifically to address the family’s aftercare plan to prevent reentry • Baseline for how many children should have received a CFT meeting versus how many CFT meetings were held since January 2020 (i.e., how many

<p>Action Items cont.</p>	<p>children entered into care x 2 as a simple equation to obtain general baseline)</p> <ul style="list-style-type: none"> • Tiffany to bring total number of CFT meetings held since January 2020 to September 29, 2020 meeting • Tiffany to obtain Satisfaction Survey information to present to workgroup on September 29, 2020 to help streamline CFT meeting structure upgrades • Tiffany to work with Uplift to identify cases that are closing to obtain their CFT action plan and Charlene will track cases • Tiffany and Charlene to update CFT referral by adding a box to remind scheduler to include FFA agency representative as well as foster family in CFT meeting invitation • Aftercare Resource Faire is tabled for the time being but will continue to be considered in the future <ul style="list-style-type: none"> ○ One hour virtual meeting ○ Need new moderator ○ Record event ○ Have it available for CPS staff and families
<p>Plus/Delta (Carol)</p> <p style="text-align: center;">PLUS +</p> <ul style="list-style-type: none"> • Good discussion and practical steps to take and examine more closely • Screen sharing was helpful so that could see document and also workgroup members at same time • Everyone's flexibility • Liked direction of discussion and how the meeting was directed • Appreciated technology – it is very helpful not to have to drive and time can be better utilized • Having documents early to review and having a road map to better able absorb content • Making sure introductions are completed at beginning of meeting – appreciation for Niku facilitating • Appreciation that meeting is a safe space for feedback, ideas, and creativity 	<p style="text-align: center;">DELTA -</p> <ul style="list-style-type: none"> • Make sure to conduct introductions at beginning of meeting • Ensure more partnership occurs by meeting internally beforehand regarding planning/facilitation
<p>Next meeting date:</p>	<p>Tuesday, September 29, 2020 from 9:00 a.m. - 11:00 a.m. Format: Virtual</p>