**Wyoming Citizen Review Panel Meeting Minutes**

**June 12, 2019**

**Cheyenne**

Introductions and Agenda Review: Emily Genoff, Chair, Jana Conine, Sherilyn England, Lynn Huyler, Carissa O’Malley, Peter Newell, Carol Nicolarsen, Stacy Strasser, Carol Tulio, Panel members; Robin Van Ausdall, outgoing Executive Director, Bryan Cook, incoming Executive Director; Laura Dobler, Jeff Lamm, Department of Family Services, Dawn Sides, Department of Corrections.

1. Topics of Interest from State Agencies and Federal Partners
2. Department of Family Services
3. Performance Improvement Plan progress report – Jeff Lamm reviewed DFS Performance Improvement Plan progress. Robin assists with file reviews in every district, setting up interviews and coordinating DFS’ scheduling. Measurement is done with a federal instrument, looking at safety, permanency and well-being. The PIP baseline period is nearly complete – Fremont and Sweetwater counties are left to review. The federal government will set goals, from which state and district level action plans will be developed. See attached report.
4. Contract Negotiations – No significant changes to contract; WyCRP will continue to support the PIP. The CRP will be doing listening and focus groups around the state, biological parents, alumni, foster parents and Panel members using standardized questions. Reports back to DFS will include trends, positive feedback, needs. Another round of contract discussions are anticipated in July. A separate database was created for sexual abuse cases reviewed, and tracked.
5. Meet and Greet – A Drug Endangered Child (DEC) education and networking meet and greet will be held on June 25 from noon to 1:15 p.m. at Little America during the Children’s Justice Project conference. WyCRP and Goodwill partnered to fund participation by 12 grantees from the Platte County and Laramie County child protection team members. The invitation to apply for grants was disseminated statewide. The event is informal and Panel members are invited to attend.
6. Annual Report – A draft annual report is being completed. CRP Chair and DFS have reviewed. Input given and will be integrated. Robin will be preparing the report for print next week. The report is due to DFS Director Korin Schmidt by June 30. The report will be sent to the Governor’s Office and agencies, and posted on the CRP website. The report reflects the partnership with DFS and information gathered from the CRP’s participation in the PIP and review process. Recommendations are similar to last year’s and are specific to processes, training and standardization around multi-disciplinary teams; data collection and usability. The report will be shared with the Panel.

 3. In-House Items

1. Executive Director Hiring Process – Emily reviewed the hiring process for choosing a replacement for Robin, who is finishing her employment by the end of the June. Bryan introduced himself and talked about his experience.
2. Foster Care Capacity Building – Center for Capacity Building for States completed Wyoming report (distributed to Panel members). The Center is contracting with the state to complete a capacity building project in anticipation of Families First. Tom Kennah in Laramie is the contact and appreciates the Panel’s involvement.

 4. Program Updates

1. Parents as Teachers – Statewide training will be offered in Cheyenne at Align July 17-18. On July 19, visits with parent educators are planned. No chart reviews are anticipated. PAT is operating in five counties (CRP operates in Laramie, Albany and Sweetwater counties). Robin is looking for startup funding expand across Wyoming. A telehealth model is being evaluated. Wyoming is on the list as a potential pilot. The national PAT center is working with the Department of Health on needs assessment. The PAT model can be implemented without the utilization of federal maternal and child health funding; the model also can be expanded up to kindergarten.
2. Children’s Justice Act Task Force—Meeting June 13 to re-establish the identity of the Task Force. One of the major roles of the Task Force is reviewing major child injury and fatality cases. Risk and trends data will be shared with anyone who might benefit. Laura has 10 files ready for review – divided between the next two reviews. Laura is working on the five-year federal plan for child welfare for DFS. The work the Task Force does is integral to that plan.

 5. New Business

1. Kinship Navigator Partnership expansion – Sheri moved and Stacy seconded proceeding with a contract with 2-1-1 Wyoming to partner on the Kinship Navigator outreach project. See attached project description.
2. Wyoming Legislature interim studies and draft bills – The Panel members will review and present opportunities to support other groups advocating for children and families with calls/letters to legislators. Panel members will review and present opportunities to independently advocate for children and families, working within the arena of the CRP.
3. The annual report for 2019-20 will be outlined by the Panel under the new Executive Director, and will identify data that can be used to measure progress.

 6. Updates

1. The Panel is invited on Sunday, June 23 to attend the open house at the unaccompanied youth residence on Fox Farm from 1 to 4 p.m.

7. Adjournment

8. Next meeting – Sept. 13, Laramie County Library, 11:15 a.m.

Documents shared with Panel members via e-mail:

1. Kinship Navigator proposal
2. Capacity Building Center Wyoming visit report
3. CRP annual report draft
4. Bryan Cook resume