

WYCRP PANEL MEETING

February 2, 2017

Attendance: Les Pozsgi, Chair, Shad Bates, Treasurer, Kellie Johnson, Shannon Horton, Tricia Whynott, Korin Schmidt, Carol Nicolarsen, members, Erin Swilling, Director, Lauri Lamm, Department of Family Services

1) Topics of Interest from State Agencies

- A. RFP for Suicide Prevention Coordinator from WDOH – Erin submitted the 30-page proposal on January 9th. Grantees should be notified in the beginning of March. Korin shared information around WDOH and tobacco dollars' budget constraints and changes that are being discussed during the current legislative session.
- B. DEC (Drug Endangered Children) – Erin attended a National DEC training hosted by the Department of Family Services in January. Rawlins community members including DFS, law enforcement, public school personnel, mental health professionals, medical personnel, DFS staff, etc. attended. There is interest within CRP on how we can offer support to or collaborate with DFS and/or law enforcement in bringing additional DEC efforts into Wyoming communities.

2) In-House Items

- A. Member Picture and Bio – The CRP website is almost ready for a debut and we are in need of a few Panel Members pictures and Bios. Those members are Dawn, Tricia, Shad and Les.
- B. Monthly Financial Statement – Les briefly reviewed the Profit and Loss Statement and stated that all programs are operating within budget.
- C. Member Info Paperwork – Erin asked that Panel Members who had been given a packet of member paperwork to complete turn their paperwork back in at the March meeting.
- D. Panel Notebook – Notebooks were sent out to our new Panel Members including Tricia, Kellie, Rob and Dawn. Updated notebooks were given to Shad and Korin. Updated items such as the by-laws and policy and procedure manual were sent to members who were not able to attend the December meeting.
- E. Panel Member Training Interest – Four topics were identified as possible training opportunities. These include DEC (Drug Endangered Children), WCDRPT (Wyoming Child Death Review and Prevention Team), Child Abuse and Neglect/Mandated Reporting and a "New Member" training. Erin will

discuss these opportunities with the Executive Committee and determine how best to provide the trainings to the Panel.

3) Strategic Plan –

- A. The Outreach Committee had a brief meeting to discuss Goal 2 (Marketing/Media). Only a few members of the Outreach Committee were able to meet at the designated time so it was determined that Erin, Les and Emily would do some independent research and reconvene to address the goal and make a plan during the executive committee meeting on February 6th. Erin will send out a calendar invite to the additional members of the Outreach Committee so they may call in and participate during the February 6th meeting.
- B. The Executive Committee will meet on February 6th to address Goal 3 which involves establishing a financial plan.

4) Program Updates –

- A. **PCAWY** – The Quarterly Report was due to WCTF (Wyoming Children’s Trust Fund) on January 30th. WCTF anticipates that their RFP will be available for application in the beginning of March. Alli and Erin will work on the grant proposal when it is announced. United Way requested a Letter of Intent from all current grantees. PCAWY submitted a letter on February 2nd asking for \$10,000 with the idea of using the funding to collaborate with the new crisis center in Cheyenne. Several stakeholders continue to meet to plan CAP month and to work on efforts around the state to raise awareness. Erin and Lynn Huylar (from Safe Harbor) have developed a toolkit to share with Wyoming entities. The 2017 pinwheel project will ramp up in the beginning of February and Panel Members are encouraged to support this fundraising effort in any way they can. Items for Thankful Thursday are being collected and the auction will take place on March 2nd in Cheyenne.
- B. **PAT** – All three counties are serving families at full capacity. We are now in the process of building a waiting list with the idea of eventual expansion to serve families prenatal to five (as opposed to prenatal to three). Erin has been asked to sit on the new Help Me Grow Outreach Committee workgroup. Karen will participate on the ASQ (Ages and Stages Questionnaire) workgroup. Help Me Grow is a program established by Maternal Child Health and is currently partnered with 211. Erin had a meeting with the Wyoming Home Visitation Network where it has been identified by all Wyoming home visitation models that there is a need for additional data collection.
- C. **CRP** - WYCRP continues to collaborate with DFS on supporting their Continuous Quality Improvement system to assure quality services across Wyoming. WYCRP

has been an integral part of the Department of Family Services case file reviews around certified foster care, non-certified foster care, youth involvement and initial safety assessment. Additionally, WYCRP participates in quarterly meetings regarding foster and adoptive parent licensing, recruitment and retention. Through a common goal of prevention WYCRP, DFS, Wyoming Children's Trust Fund (WCTF) and Prevent Child Abuse Wyoming (PCAWY) joined together to write articles on Adverse Childhood Experiences and Child Abuse and Neglect Mandated Reporting in the Medical Field, which was then submitted to the Wyoming Medical Society for publication in the Wyoming Medicine Magazine.

- D. **WCDRPT** – The WCDRPT Executive Committee met in January to talk about how the team could best move forward with the recommendations that made during case reviews. 2017 meeting dates were also established.

5) Panel Member Participation

- A. Erin invited Carol Nicolarsen, a newly retired elementary teacher, to join the Panel. Carol and Erin met on February 1st to talk about the roles and responsibilities of a Panel Member and the function of the Panel. Carol was invited to, and did participate in, our conference call meeting so she could listen and learn.
- B. We currently have thirteen active Panel Members and two representatives (from the Department of Family Services and the Department of Corrections). Les talked with Panel Member Rachelle Morris who shared that she would like to step down from the Panel as her work load had recently increased.

6) March Meeting –

- A. Meeting dates for 2017 were discussed. It was decided that CRP meetings would fall in conjunction with the WCDRPT meetings. With that in mind our meeting dates are as follows:
- March 23rd/24th – Cheyenne
 - June 15th/16th – Cheyenne
 - September 14th/15th – Casper
 - December 14th/15th – Cheyenne

7) Executive Committee Member Positions -

- A. The Chair and Treasurer positions are up for nomination. If there are any members who are interested in submitting their name for consideration, please let Erin know by February 24th. Once Erin has the names of interested parties she will send the information out for vote, via confidential e-mail, to each member. This will be sent out by March 6th. Voting will commence by

5:00 pm on March 9th and Erin will notify each candidate of the decision and will then notify the Panel.