

DFS Citizens Advisory Committee Meeting Minutes

Meeting Location:	VIA: WebEx - Clark County Department of Family Services 121 S. Martin Luther King Las Vegas, NV 89106
Date:	August 20, 2020 8:30 am – 10:00 am

Membership:		Present	Absent
Public: None	Brian Adams	X	
	Shelia Parks	X	
	Crystal Bomar	X	
	Judge Frank Sullivan		X
	Andre Bailey		X
	Matthew Cox		X
	Dashun Jackson	X	
	Donna Smith	X	
	Carly Aldis	X	
	Rhiannon Foreman	X	
	Ron Harris	X	
County/Department Management:	Tim Burch, Administrator		X
	Debbie Croshaw, Assistant Director	X	
	Abigail Frierson, Assistant Director	X	
	Margaret LeBlanc, Assistant Director	X	
	Jill Marano, Assistant Director	X	
	Judy Tudor, Assistant Director	X	
	Mari Parlade, DFS Legal & Strategic Initiatives Manager	X	

Agenda Item I:	Call to order and welcome	
	<ul style="list-style-type: none"> The meeting was called to order at 8:32 am and roll was called by Chair Shelia Parks 	
Agenda Item II:	Public Comments	
	None	
Agenda Item III:	Welcome CAC Reappointed/Appointed Members & Perform Office of Oath	(For Possible Action)
	<ul style="list-style-type: none"> First virtual meeting due to COVID-19 (WebEx) Next month: DA speak bylaws Beverly Mason from the State speak on Citizen Review Panel (CRP) and how it relates to our CAC Review Bylaws and attendance next month New member Rhiannon recently moved to Virginia; can she still participate – Mari will follow-up with our District Attorney 	
Agenda Item IV:	CAC Membership Terms and Attendance	(Discussion)
	<ul style="list-style-type: none"> Re-appointed Andre Bailey and Matthew Cox Newly appointed, Brian Adams, Rhiannon Foreman and Ron Harris 	

Agenda Item V:	Approval of February 20, 2020 Minutes	(For Possible Action)
	<ul style="list-style-type: none"> • Approved 	
Agenda Item VI:	Department of Family Services Report Out	(Information Only)
	<ul style="list-style-type: none"> • DFS recently hired 3 new Assistant Directors: <ul style="list-style-type: none"> • Margaret LeBlanc - Administrative and Fiscal services for Family Services and Social Service • Abbie Frierson – Field Units (West, Central & East), Specialized Unit (sex abuse & trafficking), Harbor • Debbie Croshaw - Field Units (North & South), Intake Assessment, Emergency Response and Background Units • Judy - Training, Policy & Procedure, Quality Improvement, Legal & Appeals, Adoption and Independent Living • Jill – Resource & Development, Child Haven, Placement Services and Clinical <p>Prevention: Implementation of the Family First Prevention Services Act (FFPSA)</p> <ul style="list-style-type: none"> • FFPSA is a new legislation that looks at changing ways that the Federal Govt. funds child welfare services with emphasis on preventing removals and preserving families whenever safely possible. The states must provide a plan to the Federal govt. about what that plan will look like and when they want to opt into FFPSA. All states must opt in by October 2021. • DFS has been working over the past year with the State, Division of Child and Family Services, to develop what our Statewide Plan would look like. • DFS defined two (2) primary areas of the FFPSA to focus on: <ol style="list-style-type: none"> (1) Services – put in place to help maintain children in their homes safely. <ul style="list-style-type: none"> ▪ Provide an in-home safety plan or place the child with relative/fictive kin. (2) Placement – placements that we can utilize when children are removed from their home • DFS is working with the State on finalizing our Proposal to determine when to submit to the Federal Govt. and when will the state opt in FFPSA. <p>Intervention & Accountability (Internal & External Communication)</p> <ul style="list-style-type: none"> • Survey will be sent out to our external Stakeholders – Community partners do not go through Ombudsman regarding concerns • Regular invite to our Ombudsman to provide overview report • Due to COVID – transitioned staff to work from home; daily virtual meetings with leaders - ensure technology provided and PPE to respond to homes – • Cost containment throughout the County – put into place a 44 million shortfall in salaries, implemented a Voluntary Separation Program (VSP) or Voluntary Furlough. At DFS 16 staff took the VSP or Voluntary Furlough. • County implemented weekly work schedules changes, Monday – Thursday workweek with Fridays off. Several DFS departments are 24 hr. operations so they opted for the 9(76) schedule, which is – Monday-Friday one week and then Monday – Thursday or Tuesday-Friday the next week. • RDS, formerly known as Licensing ,is working with National Quality Parenting Initiative (QPI) on communication strategies with parents (due to COVID). Send text pulses/survey to parents – checking on how things are going – receive response and immediately act upon and respond – the contract is in final stages with the DA. • Shelia inquired about the response from the survey to Care Providers. Jill responded about 40% will confirm and send to CAC members. • Shelia inquired if the Ombudsman complaints have gone up since COVID. Judy stated that they have not. DFS will send the last 3 months Ombudsman reports to the CAC members. 	

- Crystal inquired if the Ombudsman report can be sent out prior to the meeting. Judy stated yes, will be sent with the monthly agenda.
- Judy stated - Decrease in calls to Intake office since COVID with kids being at home. DFS is distributing flyers and sending out notices to the public about abuse & neglect
- Education – distant learning, staff check in with providers, directly or by survey get feedback on needs to get ready for school. Providing the names to the CCSD of kids to ensure kids have the technology needed, laptops, headphones and WIFI.

Youth Supports: Independent Living and Transitional Aged Youth Supports

- Independent Living staff reached out to young people and Step Up to make sure that they had necessary housing and support. Had an increase of laptop requests but we were able to provide and transitioning out of care for post education.
- Part of the AB150 legislative work group - study to extend foster care to the age of 21. Most of the folks involved do support extending care to the age of 21. We will provide continuing information/report with the CAC.
- Received a grant LifeSet – model is in 12 different states, in the process of hiring staff to support these efforts of youth aged 17-18, intensive case management model to work with the youth on transitioning out of Foster Care.
- August 27 at 9:00am Informational Session to learn about the LifeSet model. If CAC members are interested, Judy can get the invitation sent to you. Crystal, Ron and Rhiannon are interested.
- Shelia inquired about laptops for the older youth and asked if case workers are aware of it. Judy stated yes, the youth work with their permanency or independent living worker. Money comes out of their Chaffy funding.
- Brian Adams, CCSD, stated more Chrome books ordered - are on backorder. Foster kids are their top priority.
- DaShun inquired about a need of the kids being at home – any issues. Judy responded that DFS has sent communication to the care providers on the various programs and resources for the youth to participate in.
- DaShun inquired if the utilization of coalition with the churches is still going on. Mari responded the Safe Families for Children program – non-governmental ministry for at risk families, voluntary program to work with families who need respite --is still going forward and can provide the contact number.
- Shelia inquired about the fee waivers for Parks & Rec, the City. Who is providing the funding for these programs? Jill responded it's only waived for the Foster Parents/caregivers through the County Parks & Rec.

Ombudsman Report

- Total of 174 complaints from January – June 2020: Jan.(29), Feb (27), March (31), April (25), May (22) and June (40)
- Will email the reports to the CAC members
- Invite Tisa to next meeting to expound on what she does

Policies and Procedures

- DFS implemented several policy and/procedures or management directives around COVID 19 on how to do business.
- Allow video contact for licensed homes and some permanency staff to do the non-licensing in assisting to get homes licensed. DFS obtained guidance from Federal Government in moving into virtual visits. Majority of staff are telecommuting and do come in the office on a schedule to maintain social distancing – NIA staff assigned County vehicles in order to respond to calls from their homes. Program areas unable to telecommute: Intake Assessment, Child Haven and Emergency Response teams.
- Implemented a new policy around Safe Sleep – staff required to go to homes and review

	<p>safe sleep procedures with providers and providers sign an acknowledgement form. Unsafe sleep has accounted for a large percentage of our child fatalities. Additional training is provided for Care Providers.</p> <ul style="list-style-type: none"> • In collaboration with the State we have updated several of our policies: Intake assessments, initial assessments around abuse & neglect, updated around our permanency roundtable, timeframe, created reports for permanency , changes in conduct background checks, kinGap due to COVID had to changes visitation to virtual recently begun to open in-person visitations, • Moved visitation from Child Haven due to social distancing – created an isolation area. • Shelia inquired if the Permanency Roundtables included additional people or still internal only. Judy replied, still internal only, have asked Casey Family to provide training. 				
Agenda Item VII:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">CAC Discussion &/or Recommendations on the Top 5 Priorities (delineated in Section VII)</td> <td style="width: 30%;">For Possible Action</td> </tr> <tr> <td colspan="2" style="text-align: center;">None</td> </tr> </table>	CAC Discussion &/or Recommendations on the Top 5 Priorities (delineated in Section VII)	For Possible Action	None	
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