**LCPA April 5, 2023, Monthly Meeting Notes**

**IKIDS update presented by Allison Banister and her team, Stephen Britcher and Kelly Domonic.**

Ms. Banister is the DCS IT Director of User experience. Ms. Banister shared updates about IKIDS as it affects LCPA’s. Their team will continue to come to monthly LCPA Provider call meetings to keep the team updated on progress and answer any questions. IKIDS will replace casebook during phase 1 and KidTraks during phase 2. Ms. Banister stated that teams are currently testing the system to ensure everything is working together. They will also be offering a tiered learning program for agencies. The 100 level will show how to navigate the system. The 200 level will contain video trainings. Level 300 training will contain hands on training. There will be an external user’s portal.

**Chris Daley, IAARCA presented every child and RFP for Education and Training voucher and college dorm placement program.**

Chris put a link in the chat for agencies to complete a survey related to digital storytelling. There are only a few questions, but the main goal is to find foster families that would be interested in this. There is no cost. Every child will roll out next year. Chris also put his email in the chat in case anyone wanted the PDF version of the survey instead.

Chris stated that the Federal Government released guidance for licensing of foster homes. 95% of the guidance is the same whether it is a kinship home or a foster home. Indiana is wanting to work towards developing different processes for the licensing of foster home and kinship homes. Chris stated that any agency that supports this should provide their name to IAARCA by April 15, 2023, so that IAARCA can generate a letter to the Federal government to allow Indiana to have two different processes for the licensing of foster homes and kinship homes.

**RFP Education and Training Voucher and college Dorm placement program**

A link for the RFP was included on the agenda for today’s meeting and Crystal Bryne also put the link in the chat. The Department of Child Services (DCS) is seeking proposals for the administration of the Education and Training Voucher and College Dorm Placement Program (ETV and College Dorm Program). The goal of the ETV to provide pass through funding to eligible youth foster youth who are attending an accredit post-secondary institution or educational training program based on the cost of attendance. The goal of the College Dorm program is to provide financial support to foster youth under the care and supervision of DCS who are placed in a college dorm setting.

 <https://www.in.gov/dcs/current-requests-for-proposals>

**Fiscal Audit Team – Rebecca Chauhan and Linda Pierce**

Fiscal team stated that all agencies should have been contacted by now and received an excel form to complete. The excel form is due to the Fiscal team by April 15, 2023. They stated that methods of payment should be put on the report with the date of service. Agencies should list foster care and respite total payments separately. If the agency pays more than the DCS required amount for care, then this should be indicated in the total paid. They are not looking at administrative costs.

**Foster Care Recruitment for Intensive Foster Care – Crystal Byrne, Lyon Mercarnt-Koons and Kim Henry.**

Crystal talked about several agency applications that have been processed for intensive foster care services. Several are still pending as the DCS Director and Attorney General must sign off on these. Everyone received an attachment referred to as Program B, which asks what specialty items the agency paid for. Youth needs are very serious and DCS is having constant discussions on how we can meet youth’s intensive needs.

An LCPA urgent Discharge notification form is being developed so that the notice can be submitted in a structured manner. In May, Crystal Bryne hopes to share this form with the providers and roll it out in June 2023.

Lyon and Kim Henry talked about weekly LCPA high acuity staff meetings that are being held to help youth get placed. They believe that they have staffed 16 youth at this time. These meetings are for youth that have exhausted all other options for placement. This is an opportunity for DCS to present in real time how the youth is doing, what their strengths are and what their needs are. It is also beneficial because the agency has an opportunity to ask questions. They stated that most of the youth being staffed at this time appear to be youth in Emergency Shelter Care or youth who have just completed a Diagnostic & Evaluation.

**Staff Development and Training – Chatney Grice**

Ms. Grice introduced herself and her role at DCS as a member of Staff development for resource parents and LCPA’s. She stated that DCS continues to look at barriers to training and how to present classes to new resource parents. We continue to look at what is good for our customers. The team continues to look at frequency of trainings, whether the trainings can be conducted individually or in a group. DCS continues to offer Training of the Trainer training so that agencies can have their staff trained so that they can train new foster parents on some of the subjects. Chatney stated that agencies can email her at any time if they have any questions or concerns.

**FC Licensing – Amelia Champer (supervisor)**

Amelia referred to the SAFE trainings that are scheduled that were attached to the agenda. She reported central office foster care team changes and reported that there are ten consultants and two supervisors. James Toma from Lake county is replacing Brittney Mitchell and Octavia Lee will be leaving the agency on April 14, 2023. Amelia emphasized that there is still availability for Safe refresher on 4/13/23.

Amelia talked about some changes to policy 12:

12.12 capacity policy updated to ensure that any exception is ended when the placement of youth that the exception was needed for is discharged.

12.31 Financial Stability - There is a new financial form linked in the chat. No longer will the agencies have to gather verifications for financials unless the staff completing the home study feels there is an issue. A financial form should be completed initially and relicensure and any changes in the home- change of house, change in jobs, changes in household composition, etc.

There is now only one medical exam form to be completed for everyone in the home. This form was also put in the chat.

**LCPA LICENSING TEAM**

The Residential Licensing Team hired an LCPA Licensing Manager that begins on April 17, 2023. The Residential and LCPA Licensing Specialist have been split into specialties, so there will be three licensing specialists specifically assigned to LCPA’s. This team will be introduced during the next meeting.