

**Regional Services Council Meeting Minutes  
Region 11**

**Meeting Date: June 27, 2012**

**Meeting Location: Hamilton County DCS Office  
938 N. 10<sup>th</sup> Street  
Noblesville, IN 46060**

**Council Members Present:** Michelle Burns, Dan Neal, Christi Tucker, Pam Knight, Annette Craycraft

**Council Members Absent:** Susan Elsworth, Katherine Holtzleiter, Bob Bragg

**Presenters:** Dawn Talbot, Mary Edmonds, Carolee Couch

**Other Attendees:** Laura Houston, Brittany Ross, Jama Donovan, Lisa Peck, Julie Stewart, Linda Wrestler, Amanda Summers, Terri Parke, Cindy Spegall, Polly Craig, Kevin Trotter, Dan Claassen, John VanWicklin, Kip Lacy.

<b>Meeting Minutes</b>
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- Meeting was called to Order at 9:10 A.M. by Region 11 Manager Michelle Burns.
    - **Old Business**
      - **Approval of Minutes from March 28, 2012 Meeting.** RSC members spent a few minutes reviewing the minutes from the March meeting. Annette Craycraft motioned to accept the minutes as presented, Pam Knight seconded the motion. Vote was taken, and the motion passed.
    - **New Business**
      - **Community Partners Update** - Kip Lacy from the Children's Bureau provided an update regarding the Father Engagement Program. During the program's first year, they have had 67 referrals and have provided services for 57 individuals.
        - Madison County – 45 referrals, provided services for 39 individuals
        - Hamilton County – 9 referrals, provided services for 7 individuals
        - Hancock County – 6 referrals, provided services for 5 individuals
        - Transfers from various regions – 7 referrals, provided services for 6 individuals
- Michelle stated that staff is still confused on when to make a referral and what the service is and would like to have Kip make presentations to staff to make sure that they are clear on the program. Kip's observation has been that at times the men are reluctant to work with the women DCS staff because they feel uncomfortable with that. They are more comfortable talking to another man about the issues in their lives.
- **Become an Upstander** – Dan Claassen and Kevin Trotter, former police officers from Fishers, explained about their non-profit organization, whose mission is to prevent all forms of peer victimization such as bullying, cyber bullying, and teen dating violence. They work

with Social Safe Teens by going into schools and working with youth for cultural change. It is the kids creating their own campaigns, which are more well received than if the same information was given by adults.

- **Ethics Training** – Jeff Lozier from our Central Office sent out a huge list of RSC members and CPT members. The lists were wrong. People were having problems logging in. If you are still having problems, contact the directors in your county or Michelle and she will forward it to Jeff Lozier.
- **Provider Fair** - Mary Edmonds checked with the RFM in Marion County and they said they don't provide food; they don't have lunches at their provider fairs. Carolee thinks CHOICES provides the food. Mary Edmonds said that they were at the fair and there was no food at fair. Mary was also told that we cannot charge for booths or tables. The purpose of the fair would be for already contracted providers to be available to DCS staff to explain their programs and answer questions. Mary will contact the Hamilton County Fairgrounds to see if they have space.
- **CAC Proposals** - Carolee reported that CAC proposals – most CAC's were dual funding sources (both Federal and Stated funded) and no service standards. We have now brought them in house and asked for proposals in each region. The CJA looked over the proposals first and then gave feedback. For Region 11, the Cherish Center was the only agency to submit a proposal. They had good feedback from the CJA. We still need to get the interagency agreement signed. The comments from the scores included:
  - good DCS interview
  - very flexible
  - satisfaction surveys were good
  - located in Noblesville (county seat, close to majority of families)
  - Adding a family interview room that the FCMs can take the entire family into the room and record the session
  - Open 24 hours
  - very open to changes
  - excellent relationship with DCS and LEA
  - staff are most experienced in county
  - get funding from outside sources and
  - they have an advisory group in place.

Weaknesses that were noted were the majority of their interviews they expect to come from Hamilton County so that it is a far drive for other agencies in the region. Michelle commented that it is an odd expectation for a CAC to serve other counties, since the whole purpose of a CAC is to serve the local disciplinary team. Ideally we would have one in every county. Carolee stated that she asked Central Office about adding more CAC's later and asked if we would be able to open up the RFPs and they said yes. There is room to expand as counties have the need. The CACs do their own budgets and explain each budget item. The other thing is that the inter-agency agreements, they are in process with the Cherish Center to get the MDTs finalized. The proposal outlined

efforts to increase their capacity for working with children with special needs. Vote was taken to approve the selection of the CAC and it passed.

- **RFPs** - Discussed adding some RFPs to fill some service gaps that we have in the region.
  - Diagnostic and Evaluation - need a provider that is actually located in the region
  - Batters Intervention - Need someone that will run a group in Region 11
  - Home Based Therapy and Home Based Casework - Continuity of care
  - Sex Offender Treatment - Additional Capacity
  - Substance Use Assessment and Substance Use Outpatient treatment for Youth - Trying to get more programs for youth

RFPs will be posted July 1<sup>st</sup>. Up until July 1<sup>st</sup> we can talk to potential providers, and answer questions. Once it is posted, we can no longer discuss it. RFP are now two times a year. The contracts will be effective January 1, 2013. These contracts will only be for 6 months, but there will be provisions in the contract to extend it. Vote was taken and passed.

- **Prevention Contracts** – Last meeting we voted to extend the prevention contracts for Socially Safe Teens, Safe Sleep and the Parenting Program. We decided to post an RFP for Respite. We received 3 proposals. One from Gateway, Promising Futures and the last one was a partnership between Bethany, and Safe Families. The scoring committee is recommending we select Bethany and Safe Families proposal. The reason that we selected them is that they have resources in every county, they can serve any children age zero through 18, and their proposal was most in line with our practice model and our desired outcomes. There was a concern regarding the Safe Families portion that they are able to respond to a true crisis situation. Once the council voted, we would have the MOU to clarify that point. If anyone else would like to see the proposals, let Michelle know and she will send them to you electronically. Those contracts are effective July 1, 2012. Vote was taken and passed
- **Fiscal** – Mary Edmonds reported Region 11 is well under budget at 73%. The state is also under budget at 82.5%. The upcoming budgets for 2013 won't be available until late August or September. They finally allocated Homebuilders into the Family and Children budgets regionally. However, when we looked at those numbers, they didn't appear quite right. Some of the regions are much too low, while others are much too high. They will be taking a look to make them accurate. Michelle stated Lisa Rich came to their last RM meeting and discussed why some regions don't use their slots while some are always used. Lisa will be looking into possibly switching slots from one region to another.

**Meeting adjourned at 10:15.**