

# ***SAFELY HOME, FAMILIES FIRST***

## **Regional Service Council Minutes**

### **Region #16 Meeting**

**Date:** January 25, 2018  
**Time:** 12:00 Noon  
**Location of Meeting:** Vincennes University, Ft. Branch, Indiana  
**Meeting Chair:** Regional Manager Melanie Flory  
**Meeting Secretary:** LaJean Gentry  
**Call to Order:** 12:00 Noon CDT  
**Roll Call:** Quorum 6 of 12 Voting Members Present

**Voting Members Present**

Melanie Flory  
Melanie Reising (Proxy for Shirley Starks)  
Aaron Simpson  
Dirk Carnahan  
Ashley Arnett (Proxy for Trisha Howard)  
Margaret Angel

**Phone Present**

**Absent with Regret**

**Absent**

Judge Brett Niemeier  
Judge Joseph Verkamp  
Judge Robert R. Aylsworth  
Sue Knopf  
Sarah Gough  
Libby Treado

**Others in Attendance**

Gwen Girten  
Debbie Dailey  
Nick Miller  
Renate Stephens  
Nicole Schultz  
Brooke Wayne  
Lori Reinhart  
Tara Kilps  
Rick Carlson  
Molly Elfreich  
Diane Braun  
Jaime Greer  
Angie Phillips  
Kathryn Kornblum Zelle  
Mikaela Norder  
Shayna Jones  
Dewayne Outlaw

Gini Combs

## Welcome

Regional Manager Melanie Flory welcomed everyone to the meeting, and introductions were made.

### Approval of minutes from last meeting on October 26, 2017:

As read   X  

As corrected       

Minutes of the October 26, 2017 RSC meeting had previously been e-mailed. Aaron Simpson made motion to approve the Minutes; Ashley Arnett seconded that motion. Motion carried by unanimous vote of voting members present.

### **Program/Committee Reports:**

**Community Partners Report** – Brooke Wayne – Brooke noted Community Partners reports continue to be posted to the website. Please contact Renate if password assistance is needed to access those reports. A success story was shared of a Community Partners family that made a self-referral in June, 2017. The family consisted of a mom, dad, two children, and the mother was pregnant with a third child due in August. The family had been living in a hotel for about six months and was looking for assistance in locating housing, accessing local resources and learning parenting skills. There were concerns about the oldest child who threw terrible tantrums, was aggressive, and what his response to a new baby in the family might be. Parenting techniques, including 1, 2, 3 Magic and age appropriate discipline, were shared with the family. Assistance was provided in enrolling the older child in a pre-school program, and the family saw improvement in his behavior. The family was linked to Milestone Investment Property for housing. A budget was completed with the family, and they completed an eight week program to address further money management needs. The family did receive community assistance for the first month's rent and deposit so they were able to get into their own home. They were linked to the community for appliances and furniture. The case closed in October with the family in their own home, and with the income they had available they were able to maintain all necessary payments. The family was comfortable contacting community agencies for any future assistance needs.

There are 83 current service referrals. Sixty-seven referrals were received for the month of November with 6 coming from Gibson, 7 from Knox, 3 from Pike, 3 from Posey, 40 from Vanderburgh and 10 from Warrick. There were 63 referrals for the month of December with 4 coming from Gibson, 7 from Knox, 2 from Pike, 2 from Posey, 38 from Vanderburgh and 10 from Warrick.

With the budget reduction Community Partners is looking at how they can continue to provide quality services to all families referred. They are currently running a little over the budget, have made some adjustments to service delivery with focus on direct family service, and have made appropriate plans to remain on budget for the rest of the fiscal year.

Gwen asked Ireland to report on the Parent Cafes. Parent Cafes are another feature of the grant they are working with that allows them to provide some home-based family support services to expand on the parent groups they have. That has helped temporarily with the budget modifications made to Community Partners. More information on Parent Cafes will be presented later. With the Community Partners service delivery they have implemented a standard safety curriculum which means that for every intake and family engaged the family will complete mandatory training on carseat safety, safe sleep, ATV safety, water safety and fire safety using supporting educational materials.

## **Region 16 Data Management Reports:**

Melanie provided data from the Practice Indicator reports: Region 16 currently has approximately 1800 cases. There is a huge increase in the number of assessments and number of cases that have been opened. The percentage of cases that are either an IA, in-home CHINS, or relative care CHINS is 72%. The percentage of cases in foster care is 28%. These are great numbers, which shows the efforts being made to either keep children in their own homes with the least restrictive type of involvement; or, if necessary to remove, that DCS was able to place with relatives 72% of the time. That continues to be the focus, but there are times when children still have to be placed in foster care 28% of the time.

Length of stay involves the average number of days a child is in care or involved with DCS before going home. Region 16's average length of stay is 426 days, which is under the state average of 519. That is still a long time for a child to be out of his home, and the region continues to look at and work on length of stay. FCM's are required to make monthly face-to-face contacts with children. For the month of December the region had face-to-face contacts with 98.7% of its children.

**Practice Update:** Trina Russell, former Director in Warrick County, has moved to a new position within DCS. Melanie introduced new Warrick County Director Ashley Arnett. Melanie Reising, Posey County Director, provided the Practice Update noting the December peer coach meeting was an appreciation event for peer coaches. As county office staff members have grown, it has become harder to travel from county to county for peer coach meetings, so those meetings will now be held every other month at VU in Ft. Branch. Teaming and assignment of new workers to trainers continues. CFTM's and case conferences continue to be another focus this year.

**Foster Care:** -- Sam Freeman – Foster care will be conducting Listening Forums as an opportunity for foster parents to talk to the directors. Information regarding this will be posted in the foster care newsletter and on line. Each county director has set different times so that foster parents can come and meet face-to-face in an effort to provide better support for them and to be a better team.

**QSR:** Melanie noted DCS will no longer do a QSR but will be doing CFSR reviews (Child and Family Services Reviews), which is like the federal review conducted for DCS last June. All LOD's and RM's have been trained on the CFSR process. The first pull of 88 cases will be done this week and will probably start in March or April. The process and people are all brand new and the process will involve the same indicators that the federal review uses when conducting its review.

**PRT:** -- Lori Reinhart – The First PRT for 2018 will be held on February 13<sup>th</sup> and 14<sup>th</sup> at VU in Ft. Branch. Six cases have been selected.

**Budget Report:** -- Debbie Dailey – Debbie reported expenditures for the region through December are just over \$12,000,000. The budget is \$21,000,000 for the year. Budgets for this year were based on the previous year's expenditures. As noted earlier, Region 16's number of children served continues to increase. As of now 55% of the budget has been spent with the target being 50% at this first sixth month mark. To impact these expenditures DCS is revisiting policies and practice. Some changes in policy and practice are occurring, with new guidance in drug screening being one of several things tried. Changes in referrals will assist in better identifying and addressing the needs of families. DCS is also looking at

opportunities to use other funding so that it is not solely depending on the state general fund. These resources include the community resources of Medicaid, TANF, and other federal funding.

**Biennial Plan:** -- Melanie Flory and Gwen Girten – A copy of the Biennial Plan was sent to members by e-mail. Action Plans for the next couple of years were reviewed, and the decision was made to keep outcomes the same as the previous Biennial Plan but to tweak them. Work groups met and were able to come up with some changes, additional tasks, additional action steps and additional time frames and dates of completion. Action Plans:

1. Reduce the prevalence of child mal-treatment by increasing community awareness of prevention services. This has been worked on for a while. Lori Reinhart noted they were able to compile county specific resource guides and Ireland compiled a regional guide. The county resource guides are being compared with Ireland's guide with the hope of preparing one region-wide guide. Another task on this list is to contact Systems of Care.
2. Decrease the percentage of cases with repeat maltreatment incidents to less than 5% by June of 2020. In the last two years the region came very close to its goal, so upped that goal to 5%. Aaron Simpson was the chair of that committee. The goal is to focus on CFTM's (Child and Family Team Meetings) and informal supports to help families when a crisis does occur. The other part of that is service mapping. Gwen noted one of the goals is to be sure the right services are put in for families, identifying those early on, and getting the services in so that cases are not lagging. Making sure FCM's know what services are available in the communities, services that DCS is contracted with, community resources, etc., is another part of that plan and is something they will continuously be working on. It is felt important that substance abuse treatment providers train FCM's on recovery and relapse. There was discussion that a lot of times when clients relapse workers are punitive about that, don't understand what relapse looks like, and don't realize it is part of the process. They are thus looking at ways to be supportive without making families feel they have to go back to step one. There will be training on protective factors too. Supervisors will also use clinical supervision to monitor CFTM's, informal supports and backup plans.
3. Permanency for children in care 24+ months. Identifying effective services to address family needs will help ensure timely permanency. Melanie Reising noted that in their work group discussion they talked about identifying those services and doing service training in the office to make sure everyone understands service standards and can identify services. This is also where CFTM's and case conferencing comes in. There will be a focus on CFTM's for parents—it is their meeting and they have the ability to invite people, to say who comes and who they don't want present. The hope is that families have the kind of relationship with their providers that they would want them present at their CFTM's, but that doesn't always happen. There is also a focus on case conferences or provider meetings where providers come together with the FCM and discuss progress of the family, where the family needs to be, and how to get there. This will help achieve case closure or permanency a little sooner.
4. Substance use disorder treatment: This is probably the biggest focus area simply because there is an increase in the number of cases opened relating to substance abuse. The goal is 75% of cases with involvement due to caregiver substance use issues will have a substance abuse disorder assessment completed within ten calendar days. Ashley Arnett reported it will be important to make sure the referrals for that are done timely and to make sure that all of the information is provided on the referral for service providers. The group also discussed with Gwen doing some training for FCM's on how to do good referrals. There was discussion regarding

improved communication between DCS and providers regarding treatments, informing FCM's when appointments are missed, and working to try to eliminate barriers for families getting that treatment. Getting complete assessment and treatment recommendations was also discussed--making sure those substance abuse assessment reports are received and that they include any funding sources to eliminate barriers for funding, as some may qualify for other types of funding sources, and making sure everyone is aware of that as they are received.

Additional Information: Gwen stated the rest of the information was data regarding the region, any local protocols with the Child Protection Team, and that sort of thing, which will be similar across regions along with some individual data. Once the biennial plan is approved by the new director of the agency it will be posted on line. Melanie Reising made motion to approve the biennial plan as written, with one 2018 date change, seconded by Aaron Simpson. Motion was approved by unanimous vote of voting members present. Melanie thanked those present for their participation in work groups and development of the plan. Melanie noted this may be a regular agenda item to provide team members updated information.

### **Unfinished Business**

No unfinished business noted.

### **New Business/Program Updates/Announcements**

Melanie announced that Gov. Holcomb has named a new DCS Director, Terri Stigdon. She began her duties on Monday, 1/22/18.

Diane Braun distributed information regarding programs and upcoming events, and announced that Youth First has been conducting strengthening families programs. They have partnered with CMOE for about a year, and now have a program for ages 3 to 6 starting in a couple of weeks. The new program will be the third program at CMOE. The meetings have been well attended and are enjoyed by the children as they get to play in a different area of CMOE every week while the parents attend their sessions. Other programs offered include an updated 7 to 17 curriculum, which reaches the whole family. All location starting dates are listed on the flyer Diane distributed. For more information contact Laura Wathen at Youth First. Diane also distributed information on a training that will occur at VU in Ft. Branch next Wednesday with Laura Keys, Director of Social Work, holding a free Youth Worker Cafe QPR training. She asked that parents, foster parents, and CASA volunteers be referred if interested. Lunch is provided, and reservations are still being taken on line.

It was announced that Vanderburgh County Superior Court received a grant that includes a component for supervised visitation. For cases with DV they can provide supervised visitation at no cost which will help with DCS budgets. A Vanderburgh County Health Department grant is a big grant providing services targeting pregnant women. The baby needs to be enrolled in the parents' services by the time the child is three months old and can stay in the program until age 3. Referrals can be taken from anywhere. For more information contact Lynn Herr at the Health Department. Shine a light on Child Abuse is a fund raiser happening March 22<sup>nd</sup>; flyers were distributed for flashlight orders at \$10 each as part of that fund raiser.

**Next Meeting Date, Location and Time:** As there was no further business, the meeting was adjourned. The next meeting is scheduled for April 26, 2018, at 12:00 noon CDT at the VU campus in Ft. Branch, IN.

Signatures:

Secretary \_\_\_\_\_

Chair \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved: \_\_\_\_\_ (Secretary's initials)

Date: \_\_\_\_\_

**Regional Service Council    Region 16 Motion Chart**

**Date: January 25, 2018**

**Chair:    Regional Manager Melanie Flory**

Motion	Discussion	Action	Person Responsible
1.    Approve October 26, 2017 RSC Minutes	None	Adopted	Motion by Aaron Simpson Seconded by Ashley Arnett All voting members present.
2.    Approval of the 2019/2020 Biennial Plan	None	Adopted –	Motion by Melanie Reising Seconded by Aaron Simpson All voting members present.
3.		Adopted –	

Vote count must be recorded in the minutes.