



Regional Service Council Minutes Region 5

Meeting Date: November 20, 2015

Meeting Location: Department of Child Services
Tippecanoe County Office
250 Main St., Ste 301
Lafayette, IN

Council Members Present: Angela Smith Grossman, Regional Manager; Stacey Morgan, Clinton County FCM Supervisor; Iona Labaw, Foster Care Specialist Supervisor; Laura Zimmerman, Director Benton County DCS; Paige Heath, Tippecanoe County FCM Supervisor; Karen Hayden, Director White County DCS,

Council Members Absent: Judge Rader, Warren County; Debbie Brenneman, Foster Parent; Judge Henderson, Fountain County; Judge Graham, Tippecanoe County; Coleen Connor, CASA Director; Courtney Taylor, Warren County FCM; Jennifer Johnson, Director Carroll County.

Others In Attendance: Sandy Lock, Director Clinton County DCS; Rhonda Friend, Director Fountain/Warren County DCS; Cassie Wade, Bauer Family Resources; Hong-Phuc Nguyen; Vivian Lueck, Child & Family Partners; Angie Guimond, Tippecanoe County DCS Director; Debbie Branfield, Crossroad Child and Family Services; Lois Logan-Beard, Regional Finance Manager

Meeting Minutes

Meeting Called to Order at: 9:00 am

1. Community Partners

Bauer –

- Provided attachments showing Region 5 has currently spent 25% of the allocated budget. The expected spending would be at 33%, but no prevention activities have been paid at this juncture.
- Page 13 of Bauer's reports reflect lower second assessments for families at 8 or more face to face. Bauer indicated that they have increased monitoring of staff as this seemed related to staff mistake and not system functioning.
- Community Partners requested that our system works to improve the specificity of referrals (instead of just "counseling", answer what do they need counseling for.)
- Prevention RFPs and proposals have been completed and a list provided of the allocations. Negotiations are being completed by Bauer at this time.

\$98,000 of the \$160,000 is allocated. Another RFP will be determined as a result of the Biennial Planning and likely evaluated for February.

2. Financial Report (Lois Logan-Beard)

- Region 5's budget numbers were shared. Region 5 was allocated a \$743, 000 increase from last year's SFY. These monies will be allocated to preservation service line items at this time. The budget spending is at 44.6% and should be at a spending allotment at about 33% of the budget.
- Community Mental Health Initiative, Collaborative Care and employee overtime hours will also be part of the budget form from now on. Probation will not be budgeted on the form by line items of allocation but will have expenditures listed and should continue to meet the needs of families. Details about probation spending can be acquired separately.

3. Service Updates (Hong-Phuc Nguyen)

- Region 5 opened Requests For Proposal (RFP) on 11/02/2015 for home based casework, therapy, supervised visitation, diagnostic and evaluation, and specialized services. The RFP closed on 12/02/2015.

4. Biennial Plan Progress –

- Work group- 12/07/2015 at 1:00pm in Lafayette at the DCS Office.
- Probation indicates no available substance abuse for juvenile treatment.

5. Other

- Bauer (Community Partners) is going to become a safe sleep site and is in the midst of certification. This will be for the entire region.

6. Good of the Order

7. 2016 Dates

- January 15, 2016
- April 29, 2016
- July 29, 2016
- October 28, 2016
- All to be held at the Tippecanoe County Department of Child Services at 9:00am. If you need to make arrangements to phone in, please let Kim Doyle, the Regional Manager's Administrative Secretary know and she will make arrangements

Meeting adjourned at 9:45am

Next meeting is January 15, 2016 to convene for Biennial Plan approval and submission.

Respectfully submitted,
Angela Smith Grossman, MSW, LSW
Regional Manager, Region 5

Bauer Family Resources
Regional Service Council Report

Benton, Carroll, Tippecanoe General Ledger Balance - Thru October 2015						
	Year 1 Budgeted Amount	YTD Expenditures	Remaining Balance	% of Budget expended*	Projected YTD expenditures	YTD (over) underspent
Operations (1)	\$ 488,732.34	\$ 148,078.47	\$ 340,653.87	30%	\$ 162,910.78	\$ 14,832.31
Prevention	\$ 168,840.72		\$ 168,840.72	0%		
Concrete Services	\$ 126,630.54	\$ 40,525.93	\$ 86,104.61	32%	\$ 42,210.18	\$ 1,684.25
Therapy	\$ 25,000.00	\$ 8,287.95	\$ 16,712.05	33%	\$ 8,333.33	\$ 45.38
Other	\$ 35,000.00	\$ 13,682.83	\$ 21,317.17	39%	\$ 11,666.67	\$ (2,016.16)
Total	\$ 844,203.60	\$ 210,575.18	\$ 633,628.42	25%	\$ 225,120.96	\$ 14,545.78

*4 months = 33.33%
**33.5% excluding prevention

Information pulled from Datatude and amounts may not match those in general ledger report because of timing issues

(1) This includes all costs related to program operations as approved by contract, including personnel, rent, insurance, travel, training, supplies, etc.

Bauer Family Resources
Regional Service Council Report

Benton Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$\$	YTD	Description
Emergency Assistance	1	\$98.80	\$1,519.91	1-Town of Otterbein
Activities Daily Living		\$0.00	\$0.00	
Housing		\$0.00	\$400.00	
Mental Health		\$0.00	\$520.00	
Education		\$0.00	\$0.00	
Other Support		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$0.00	

Bauer Family Resources
Regional Service Council Report

Carroll Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$\$	YTD	Description
Emergency Assistance	1	\$400.00	\$903.21	1-Duke
Activities Daily Living		\$0.00	\$0.00	
Housing	1	\$500.00	\$500.00	1-rental assistance
Mental Health	1	\$15.07	\$519.63	1-WVA
Education		\$0.00	\$0.00	
Other Support		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service		\$0.00	\$0.00	
Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$0.00	

Bauer Family Resources
Regional Service Council Report

Clinton Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$\$	YTD	Description
Emergency Assistance	1	\$370.04	\$783.73	1-Duke
Activities Daily Living		\$0.00	\$0.00	
Housing		\$0.00	\$0.00	
Mental Health	1	\$65.00	\$65.00	1-WVA
Education		\$0.00	\$0.00	
Other Support		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service		\$0.00	\$0.00	
Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$0.00	

Bauer Family Resources
Regional Service Council Report

Fountain Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$\$	YTD	Description
Emergency Assistance	1	\$9.99	\$3,310.73	1-Good Deeds
Activities Daily Living		\$0.00	\$29.04	
Housing		\$0.00	\$0.00	
Mental Health	1	\$130.00	\$130.00	1-WVA
Education		\$0.00	\$0.00	
Other Support		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$0.00	

Bauer Family Resources
Regional Service Council Report

Tippecanoe Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$	YTD	Description
Emergency Assistance	20	\$5,335.89	\$17,237.98	9-Furn1; 1-City of Laf; 6-Duke; 1-Good Deeds; 1-Am Water; 1-Vectren; 1-Tipmont
Activities Daily Living		\$0.00	\$475.00	
Housing	6	\$1,786.00	\$10,591.00	6-rental assistance
Mental Health	8	\$770.00	\$6,872.42	1-Alpine; 3-WVA; 4-Heartland
Education		\$0.00	\$0.00	
Family Issues		\$0.00	\$0.00	
Substance Abuse		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$56.00	

Bauer Family Resources
Regional Service Council Report

Warren Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$	YTD	Description
Emergency Assistance	1	\$326.01	\$2,504.46	1-Town of West Lebanon
Activities Daily Living		\$0.00	\$0.00	
Housing	1	\$400.00	\$1,500.00	1-Rental Assistance
Mental Health		\$0.00	\$0.00	
Education		\$0.00	\$0.00	
Family Issues		\$0.00	\$0.00	
Substance Abuse		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$0.00	

Bauer Family Resources
Regional Service Council Report

White Concrete Services Detail 2015-2016				
	Current Month # receiving	Current Month Total \$\$	YTD	Description
Emergency Assistance		\$0.00	\$714.87	
Activities Daily Living		\$0.00	\$0.00	
Housing		\$0.00	\$0.00	
Mental Health	1	\$65.00	\$180.90	1-WVA
Education		\$0.00	\$0.00	
Family Issues		\$0.00	\$0.00	
Substance Abuse		\$0.00	\$0.00	
Child Care		\$0.00	\$0.00	
Primary Healthcare		\$0.00	\$0.00	
Employment		\$0.00	\$0.00	
Legal Service Resourcing		\$0.00	\$0.00	
Transportation		\$0.00	\$0.00	

Bauer Family Resources
Regional Service Council Report

Month	Total Number of Referrals	Benton Referral Sources												
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPCS Region
Jul-15	2	0	0	2	0	0	0	0	0	0	0	0	0	0
Aug-15	5	1	2	1	0	0	0	1	0	0	0	0	0	0
Sep-15	5	1	1	0	0	1	0	2	0	0	0	0	0	0
Oct-15	5	2	1	0	0	1	0	1	0	0	0	0	0	0
Nov-15														
Dec-15														
Jan-16														
Feb-16														
Mar-16														
Apr-16														
May-16														
Jun-16														
TOTAL	17	4	4	3	0	2	0	4	0	0	0	0	0	0
Percent	100.00%	23.53%	23.53%	17.65%	0.00%	11.76%	0.00%	23.53%	0.00%	0.00%	0.00%	0.00%	0%	0.00%

Month	Total Number of Referrals	Carroll Referral Sources												
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPCS Region
Jul-15	8	2	1	3	0	-1	0	1	0	0	0	0	0	0
Aug-15	7	2	3	1	0	0	0	1	0	0	0	0	0	0
Sep-15	8	0	3	4	0	1	0	0	0	0	0	0	0	0
Oct-15	5	2	0	1	0	0	0	2	0	0	0	0	0	0
Nov-15														
Dec-15														
Jan-16														
Feb-16														
Mar-16														
Apr-16														
May-16														
Jun-16														
TOTAL	28	6	7	9	0	2	0	4	0	0	0	0	0	0
Percent	100.00%	21.43%	25.00%	32.14%	0.00%	7.14%	0.00%	14.29%	0.00%	0.00%	0.00%	0.00%	0%	0.00%

Bauer Family Resources
Regional Service Council Report

Month	Total Number of Referrals	Clinton Referral Sources													
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/ Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPCS Region	
Jul-15	11	6	4	0	0	0	0	0	0	0	0	0	1	0	0
Aug-15	5	3	2	0	0	0	0	0	0	0	0	0	0	0	0
Sep-15	11	8	2	0	0	1	0	0	0	0	0	0	0	0	0
Oct-15	5	2	2	0	0	1	0	0	0	0	0	0	0	0	0
Nov-15															
Dec-15															
Jan-16															
Feb-16															
Mar-16															
Apr-16															
May-16															
Jun-16															
TOTAL	32	19	10	0	0	2	0	0	0	0	0	1	0	0	0
Percent	100.00%	59.38%	31.25%	0.00%	0.00%	6.25%	0.00%	0.00%	0.00%	0.00%	0.00%	3.13%	0%	0.00%	0.00%

Month	Total Number of Referrals	Fountain Referral Sources												
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/ Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPCS Region
Jul-15	13	8	1	2	0	1	0	0	0	0	0	0	1	0
Aug-15	12	6	6	0	0	0	0	0	0	0	0	0	0	0
Sep-15	16	11	4	0	0	1	0	0	0	0	0	0	0	0
Oct-15	11	4	5	0	0	0	0	0	0	0	0	0	1	0
Nov-15														
Dec-15														
Jan-16														
Feb-16														
Mar-16														
Apr-16														
May-16														
Jun-16														
TOTAL	52	29	16	2	0	2	0	0	0	0	0	0	2	0
Percent	100.00%	55.77%	30.77%	3.85%	0.00%	3.85%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	4%	0.00%

Bauer Family Resources
Regional Service Council Report

Month	Total Number of Referrals	Tippecanoe Referral Sources												
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/ Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPCCS Region
Jul-15	81	28	23	10	2	1	0	12	0	1	1	2	1	0
Aug-15	80	24	23	26	0	0	0	7	0	0	0	0	0	0
Sep-15	114	30	34	26	0	3	0	17	0	1	0	3	0	0
Oct-15	97	25	33	23	0	2	0	11	0	2	0	1	0	0
Nov-15														
Dec-15														
Jan-16														
Feb-16														
Mar-16														
Apr-16														
May-16														
Jun-16														
TOTAL	372	107	113	85	2	6	0	47	0	4	1	6	1	0
Percent	100.00%	28.76%	30.38%	22.85%	0.54%	1.61%	0.00%	12.63%	0.00%	1.08%	0.27%	1.61%	0%	0.00%

Month	Total Number of Referrals	Warren Referral Sources												
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/ Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPCCS Region
Jul-15	8	3	3	2	0	0	0	0	0	0	0	0	0	0
Aug-15	14	6	7	0	0	0	0	0	0	0	0	0	1	0
Sep-15	6	4	2	0	0	0	0	0	0	0	0	0	0	0
Oct-15	3	1	1	0	0	0	0	1	0	0	0	0	0	0
Nov-15														
Dec-15														
Jan-16														
Feb-16														
Mar-16														
Apr-16														
May-16														
Jun-16														
TOTAL	31	14	13	2	0	0	0	1	0	0	0	0	1	0
Percent	100.00%	45.16%	41.94%	6.45%	0.00%	0.00%	0.00%	3.23%	0.00%	0.00%	0.00%	0.00%	3%	0.00%

Bauer Family Resources
Regional Service Council Report

Month	Total Number of Referrals	White Referral Sources												
		DCS	Other social Service agency	Self	Faith Organization	Schools	Adult Probation	Family/ Neighbor	Healthy Families	Juvenile Probation	Legal System	Medical System	Mental Health Center	Other CPSS Region
Jul-15	9	8	0	0	0	0	0	0	0	0	0	1	0	0
Aug-15	9	6	2	0	0	0	0	0	0	0	0	0	1	0
Sep-15	16	9	3	0	0	3	0	0	0	0	0	0	1	0
Oct-15	12	6	3	0	0	3	0	0	0	0	0	0	0	0
Nov-15														
Dec-15														
Jan-16														
Feb-16														
Mar-16														
Apr-16														
May-16														
Jun-16														
TOTAL	46	29	8	0	0	6	0	0	0	0	0	1	2	0
Percent	100.00%	63.04%	17.39%	0.00%	0.00%	13.04%	0.00%	0.00%	0.00%	0.00%	0.00%	2.17%	4%	0.00%

Month	Total # of ongoing clients	Region								
		Benton	Carroll	Clinton	Fountain	Tippecanoe	Warren	White		
Jul-15	188	2	15	0	0	171	0	0		
Aug-15	199	3	11	10	8	153	7	7		
Sep-15	278	5	13	13	18	199	18	12		
Oct-15	297	8	19	20	23	184	17	26		
Nov-15	0									
Dec-15	0									
Jan-16	0									
Feb-16	0									
Mar-16	0									
Apr-16	0									
May-16	0									
Jun-16	0									
TOTAL	962	18	58	43	49	707	42	45		
Percent	100.00%	1.87%	6.03%	4.47%	5.09%	73.49%	4.37%	4.68%		

**Bauer Family Resources
Regional Service Council Report**

Report	Outcome Measures	4th Quarter Apr - June 2015	# of Families Measured	1st Quarter July - Sept 2015	# of Families Measured
Q3	90% of families referred will receive a telephone call or drop by contact within .5 working days.	95.28%	212	96.81%	345
Q4	75% of families will have a minimum short term services to consist of at least one referral to Community Partners and/or community resources.	98.11%	212	94.20%	345
Q5	50% of referrals will engage in home based services: have a face to face contact, signed family consent form, a completed initial assessment, and at least one identified goal.	73.33%	195	76.51%	315
Q6	90% of the families participating in home based or community base services (have a consent) will have a service plan that identifies at least one goal but no more than 3 active goals.	100%	144	100%	228
Q7a	90% of families with 8 or more face to face contacts will have a second assessment of family functioning (HFPI).	100%	60	76%	17
Q7b	75% of families will show improvement in family functioning after a minimum of 8 face to face contacts (HFPI).	75.00%	60	76.92%	13
Q7c	75% of families with consent will accomplish at least one goal as identified in the family service plan.	98.18%	275	94.85%	97
Q7d	90% of families with 8 or more face to face contacts will have a second assessment of family functioning (NCFAS)	100%	60	76%	17
Q7e	75% of families will show improvement in family functioning after a minimum of 8 face to face contacts (NCFAS)	93.75%	16	90.00%	10

**Bauer Family Resources
Regional Service Council Report**

09	100% of participants who became clients of the agency will be terminated within 10 working days after final goal completion and when the family agrees that services are no longer needed.	100%	275	100%	97
State Standards	95% of families receiving 8 or more face to face contacts will not have a substantiated child abuse case following the 8th contact for a period of 12 months after discharge	97.29%	1198	99.12%	690
Client Surveys	90% of consenting families will rate "satisfactory" or above using a uniform client satisfaction survey.	100%	22	100%	8

This includes all of Benton, Carroll, and Tippecanoe Counties through June 30. As of July 1, this includes all seven counties in Region 5.

Data includes July, August and September

Surveys are now being administered only to families receiving 8 or more face to face contacts.

Bauer Family Resources
Regional Service Council Report

Anecdotes

"Recognizing success in this field may sometimes seem difficult when interacting with a multitude of problems on a daily basis. As Community Partners' staff we have to be able to stop and inhale the positive on a daily basis to ensure we refuel our emotional and professional tank. During this last month a breath of fresh air joined my caseload. I began to work with a twenty year old mother who was trying to navigate the roads of adulthood. The process started like any other would. We completed the intake in a normal fashion, but what was not normal was the conversation we had after completing all the intake documentation. The client seemed to feel comfortable with me as she was able to open up and share the real issues she was facing. She stated to me "teach me how to be an adult". For most people who have never worked in this profession one would not understand the impact this made on a case manager. We deal with clients everyday who are facing intense life struggles, but there is always something at the root of their problem. For this client to open up and be transparent was a major success. Yes she has immediate needs, but with her being able to express her true struggles we can work together to help sustain the support we give her. Success comes in many different packages. We just have to be ready to unwrap it."

"I received a new referral in October. Little did I know at the time this dad would be an inspiration to me. The father had experienced a seizure and a stroke. He remained in a coma for two months. As a result, he lost his job, became homeless and had to relearn how to speak and walk once he awoke. As I worked with him, he seemed at first to have a chip on his shoulder and expressed impatience with the processes. During the first two weeks following the intake although assistance was offered, he independently applied for long-term disability, applied for and found housing, moved all of his family's belongings there, and looked for new beds at Habitat Resource and Good Deeds. He was accomplishing so much on his own. Despite everything he went through he managed to move forward. Many in similar situations could have become immobilized. He shared his family was his biggest drive and he was not going to let anyone or anything stop him from doing what was right for the ones he loved. That stuck with me as I realized we all have that one person or family member we love and admire to protect and care for. If we all had the same drive as this father did in completing any task or obstacle faced, we really could accomplish great things. It does not matter how big your pay is or how strong your physical, mental or academic capabilities are. A determined will, persistence and a motivating factor will be reminders as to why you fight so hard to accomplish goals."

Challenges

"Reason for Referral" info is sometimes blank or could have additional information. For example, instead of "counseling" add "counseling for two children (names)" or "grief counseling due to loss of child". Additional brief, information gives a heads up for the Intake Specialist calling to screen. It also provides some information so the HBFS can prepare resources as needed. Some clients want to know what DCS sees as concerns and don't recall what was said. Some handwriting on the referrals are a challenge to decipher. Caregiver date of birth is requested on the referral and is often blank. Having the demographic info completed in full ensures minimum info collected in the event initial contact with family is not achieved. This in turn provides minimum info for DCS reporting.

Positives

**Bauer Family Resources
Regional Service Council Report**

Received two invitations and attended CFTMs to share information about Community Partners program.

Bauer Family Resources
Regional Service Council Report

Outreach Efforts - October 2015

Benton County:

Carroll County: Social Services Network Meeting

Clinton County: Healthy Communities of Clinton Co Coalition; Clinton Co WIC; Clinton Co Healthy Families; Quinton's House

Fountain County:

Tippecanoe County: Lafayette Transitional Housing Engagement Center Meeting; Truancy Mediation Forum; Planned Parenthood; HPIN;

Warren County:

White County: Social Services Network Meeting

Bauer Family Resources, Inc.
Regional Service Council Report by Period
From 7/1/2015 Through 10/31/2015

	7/1/2015 - 7/31/2015	8/1/2015 - 8/31/2015	9/1/2015 - 9/30/2015	10/1/2015 - 10/31/2015	Total
Operations					
Personnel	34,840.98	29,754.26	28,106.33	33,927.28	126,628.85
Supplies	2,460.21	2,509.61	1,323.59	1,189.12	7,482.53
Building & Land	658.65	652.49	576.46	438.37	2,325.97
Travel	2,332.31	1,963.15	3,195.66	4,150.00	11,641.12
Total Operations	40,292.15	34,879.51	33,202.04	39,704.77	148,078.47
Prevention	0.00	0.00	0.00	0.00	0.00
Concrete Service	8,020.37	11,240.02	12,038.81	9,226.73	40,525.93
Therapy	2,265.62	3,655.00	1,322.26	1,045.07	8,287.95
Other/Indirect	(3,957.97)	(4,068.75)	(3,221.08)	(2,435.03)	(13,682.83)
Total	54,536.11	53,843.28	49,784.19	52,411.60	210,575.18