



Washington Association  
for Children & Families

**10:00 a.m. – Noon, Tuesday April 18, 2017**  
**Meeting summary, Association Meeting**  
**Lutheran Community Services Northwest**  
**4040 South 188<sup>th</sup> Street, SeaTac WA 98188, 3<sup>rd</sup> Floor**

**Members Present:** Chuck Cole, Brian Carroll, Jeff Clare, Jeff Judy, Charlotte Booth, Alexa James, Joanne Stimson, Jessie DiPardo, Carol Almero, Paulette Caswell, Tom Rembiesa, Kerry Ann Shaughnessy, Karen Brady

**Members on phone:** Roger Iinu, Kristen Zinsky, Toni Rozanski, Susan Maney, Susie Fry, Laurie Lippold, April Cathcart

Agenda Item	Discussion	Decisions
<b>1. Call to order / Check in</b>		The meeting was called to order at 10:05 a.m.
<b>2. Review of minutes of the March meeting</b>		The motion to approve the minutes carried.
<b>3. Financial Report</b>	The current bank balance is approximately \$25,600.	
<b>4. Public Policy updates</b>	<p>Laurie and Brian reported. The Legislature is not likely to finish on Sunday, the last day of the regular session and will likely go into a special session. Laurie gave updates on the following bills:</p> <ul style="list-style-type: none"><li>• SB 5890 is in House Appropriations and will have some revisions. BRS forecasting will be included in the striking amendment</li><li>• SB 1661 is continuing to move ahead. Laurie suggested that it will be important during the special session to have some activity around this bill</li><li>• Extending FAR timeline – SB 5890 was amended so that a signature will not be required, only verbal consent, and we are hopeful that another amendment will extend the timeline to 120 days</li></ul> <p>Laurie suggested that it's a good time to schedule in-district meetings to keep talking about these bills - keep them on the radar.</p>	

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<p><b>5. Division Reports</b></p>	<p>CPA Division – Jeff reported that at the last CPA meeting they talked about producing outcomes and what assessment tools agencies are using. They talked about the possibility of using the same assessment tools to be able to produce outcomes as an association. They also discussed working with birth parents and trying to be more proactive.</p> <p>CPA then joined with the Intensive Services Division. Karen is going to draft a letter, on behalf of the association, to Jennifer Strus expressing appreciation for allowing our participation in the Continuum of Care analysis and our interest in collaborating in the future.</p> <p>Intensive Services – Karen wrote a letter to Jennifer in response to an e-mail from Michael Campbell, the CA program manager for Intensive Services. The e-mail from Michael stated that agencies could not use non-cleared staff as part of their ratio. Karen’s letter is requesting that they suspend this expectation pending a workaround. It isn’t possible to employ staff while waiting for them to be cleared with a criminal background check and not count them as part of the ratio.</p> <p>FPSS Division - The FPSS Division had a meeting with Tim Kelly on April 13<sup>th</sup>. Tim wants to work on creating new online training for all in-home services staff. CA already provides training on the CANS and for the EBPs. Now the plan is to assist providers in meeting all requirements of the combined contract such as cultural competence and safety assessment/safety planning. Tim is interested in contracting out with providers for production of webinars or online training modules for professionals. Possible topics include:</p> <ul style="list-style-type: none"> <li>• Motivational interviewing</li> <li>• Merit home ACES</li> <li>• Dependency</li> <li>• Adult developmental delay</li> <li>• High risk teens</li> <li>• Domestic violence</li> <li>• Trauma informed care</li> <li>• Cultural humility/cultural differences</li> </ul> <p>Tim also expressed interest in contracting with WACF to develop and maintain a database of resources. It was decided that WACF should not contract with the state. Parent Trust was mentioned as a good resource and members were encouraged to share resources with other member agencies.</p>	
<p><b>6. Review Nominating Committee Protocol</b></p>	<p>Tom reviewed the Nominating Committee Protocol procedures.</p>	

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<b>7. Request volunteers for Nominations Committee</b>	<p>At the April Executive Board meeting Charlotte volunteered to be the Chair of the Nominating Committee and Brian volunteered to help. Charlotte asked if there were any other volunteers to be part of the committee.</p> <p>The WACF President and Treasurer positions are up for nomination. They are both 2 year terms. It was decided to hire Jack Dyer to take over much of the hands on work, so the Treasurer role will be much easier going forward.</p>	<p>Jeff Judy volunteered to be part of the committee.</p> <p>Send your nominations for President and Treasurer to Charlotte Booth at: <a href="mailto:cbooth@institutefamily.org">mailto:cbooth@institutefamily.org</a></p>
<b>8. Strategic Planning for Divisions</b>	<p>Brian talked about focusing this year on formalizing the strategic planning for the association, specifically focusing it on how we do our advocacy work. The planning will be done at the division level. WACF will be hiring a consultant/facilitator to help with strategic planning.</p> <p>Jeff explained that the CPA Division will start planning earlier this year, rather than reacting. Jeff and the CPA Division have worked with a facilitator in the past named Sally Perkins. It was agreed at the last Executive Board meeting to have Sally Perkins meet with the Executive Board on June 6. Then, in June and July hopefully, each division will get some time with Sally. The ultimate goal after the meetings is to have strategies on how to move forward.</p> <p>The CPA Division requested that each agency come to the May meeting with their top 3 legislative priorities.</p>	<p>Division meetings in May and June should focus on their legislative priorities.</p>
<b>9. Other -</b> <ul style="list-style-type: none"> <li>• <b>DOC</b></li> <li>• <b>WACF Conference</b></li> </ul>	<p>Chuck Cole reported that the Dept. of Commerce is looking at a RFP for all of the contracts starting this summer. They're looking at going from a bed rate model to a cost reimbursement model. Chuck and Dennis Morrow, the Executive Director of Janus Youth Programs, shared their concerns on a conference call. Stay tuned for more information to come.</p> <p>Paulette asked if anyone had a location in mind for the WACF Annual Conference. Jessie said she has a contact who keeps an extensive list of training facilities and their costs, as well as caterers around the state. Toni from Casey Family Programs also offered to host up to 100 people at no cost.</p>	<p>Jessie will send Paulette the info on training facilities.</p>
<b>10. Check out / Adjournment</b>		<p>The meeting was adjourned at 11:35 a.m.</p>

Prepared by Linda Conchi