



Washington Association  
for Children & Families

**WACF CPA Division Minutes  
October 3, 2019 9:30am – 12:00pm  
Lutheran Community Services  
4040 South 188<sup>th</sup> Street, SeaTac WA 98188, 3<sup>rd</sup> Floor**

Katharine Gray, Cori Peck, Kris Sanborn, Jeff Clare, Anna Thompson, Shawn Sivly, Jill May, Rhiannon Brill, Joanne Stimson, Dave Jenkins, Nicole Mazen, Cindy Steele, Samantha Garcia

**Members on phone:** Mikaela Chandler, Mike Canfield

Agenda Item	Discussion	Decisions
<p><b>1. Agency Introductions</b></p>		
<p><b>2. CAFAS – Debbie, Olive Crest</b></p>	<p><b>The Child and Adolescent Functional Assessment Scale (CAFAS)</b> tool was developed to assess impairment in children and adolescents who are at risk for emotional, behavioral, substance use, psychiatric, or psychological problems. It's designed to determine their ability to function in daily life, to inform treatment plans and measure functional change over time.</p> <p>If you plan to participate please make sure you've completed the Pre-Training for CAFAS:  <a href="https://www.youtube.com/playlist?list=PLRDR6vne4ABNlnX_3m64QYHYvZLxYpXJx">https://www.youtube.com/playlist?list=PLRDR6vne4ABNlnX_3m64QYHYvZLxYpXJx</a></p> <p>Begin CAFAS for all new cases as of 10/1:  <b><u>BRAND NEW CASES</u></b>            When to do a CAFAS Assessment:</p> <ul style="list-style-type: none"> <li>• By the 60<sup>th</sup> day in agency care</li> </ul> <p><b><u>EXISTING CASES</u></b></p> <ul style="list-style-type: none"> <li>• Any 90 day HV done after October 1 2019, please retroactively do a CAFAS.</li> </ul>	<p>For a copy of Debbie's presentation, please e-mail:  <a href="mailto:info@wachildrenandfamilies.org">info@wachildrenandfamilies.org</a></p>

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	<p><b><u>ON-GOING CAFAS ASSESSMENTS</u></b></p> <ul style="list-style-type: none"> <li>• On the children 180 day mark of being in your agency’s care</li> <li>• On the child’s 1 year date of being in your agency’s care</li> <li>• Then every 180 days till the end of the case</li> <li>• On discharge</li> </ul> <p>Agencies may assess more often if they choose.</p>	
<p><b>3. Report from workgroups</b></p> <ul style="list-style-type: none"> <li>• <b>Specific Recruitment</b></li> <li>• <b>FAMLINK – Joanne</b></li> <li>• <b>CPA Collaboration doc with Region 5</b></li> </ul>	<p><b>Specific Recruitment Workgroup</b> – The recruiters had a good conversation and narrowed down what would be helpful for them in identifying areas of need and how to specifically target those areas. They are waiting for more information to come from the RDS meetings. The group sent Jill the demographics they’re asking for.</p> <p>The Recruitment Group met and joined with Fostering Family. They discussed creative ways to recruit and some examples of that are:</p> <ul style="list-style-type: none"> <li>• CCT’s in Spanish</li> <li>• Recruitment during Jump Start Week at an elementary school</li> <li>• Recruitment during the Gay Pride Event</li> </ul> <p><b>November 12<sup>th</sup> 1pm - 4pm – FCFC Meeting</b> to discuss data. Matt Griffin YMCA, 3595 S 188th St, SeaTac, WA 98188</p> <p>Jill asked for demographics of agency’s current foster parents:</p> <ul style="list-style-type: none"> <li>• Age</li> <li>• Race</li> <li>• Ethnicity</li> <li>• LGBTQ+</li> <li>• Single/married</li> </ul> <p><b>The FAMLINK Workgroup</b> had their first call and talked broadly about what information CPA’s would want access to. Some of the basic info they determined that would be helpful would be:</p> <ul style="list-style-type: none"> <li>• When there’s a change in social workers</li> <li>• Access more information about visitation (changes, when re-visits are missed)</li> </ul> <p>The workgroup was informed that they need to include Doug Allison in future conversations and he will need a specific list of what we’re asking for access to. It was suggested that the documents that CPA’s are contractually required to have are the documents that CPA’s would like access to in FAMLINK.</p> <p><b>CPA Collaboration Document with Region 5</b> – CPA’s finished up their 3<sup>rd</sup> all-staff meeting to talk about the CPA Collaboration Document created with</p>	<p><b>Please send to Jill by Oct. 11<sup>th</sup>.</b></p>

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	<p>R5. They met in Puyallup, Lakewood and Tacoma. Some of the highlights from the Tacoma meeting:</p> <ul style="list-style-type: none"> <li>• Appreciate help with children with behavioral needs</li> <li>• Appreciate coordination with visitation</li> <li>• Really appreciate when CPA's are at initial FTDM (in person)</li> <li>• Appreciate when placements going and CPA's find another home for the kid</li> <li>• Respite</li> <li>• Focus: Birth parent/foster parent relationships a challenging area.</li> </ul> <p>Would love to have CPA's more engaged with visitation:</p> <ul style="list-style-type: none"> <li>○ Encourage visits</li> <li>○ Help with triangulation that happens around visitation</li> <li>○ Preparing foster parents: engage in phone calls and talk about fear of birth parents</li> </ul> <ul style="list-style-type: none"> <li>• They cautioned CPA's to not feed into foster parent negativity, fear and frustration</li> </ul>	
<p><b>4. Request to present - Joe M. CSTAT - Sprout</b></p>		<p>Jill and Cindy will figure out a date.</p>
<p><b>5. Crossover 11:00 -12:00 – Licensing Division</b></p> <ul style="list-style-type: none"> <li>• <b>Licensing Timeline</b></li> <li>• <b>Binti</b></li> <li>• <b>CPS Field Test</b></li> </ul>	<p><b>Licensing Timeline</b> – Jason talked about the challenges of a 10-day timeline. Some of the circumstances for the timelines not being met:</p> <ul style="list-style-type: none"> <li>• Home study is poor quality</li> <li>• Supervisors with 600-800 licensed homes under them and on any given week they could get up to 15 new licenses</li> <li>• Turnover of staff</li> </ul> <p>Jason doesn't feel comfortable making a formal document that commits to 10 days due to all the barriers. He doesn't think it makes sense to have a formal document until we get our policies, procedures and trainings together so that home studies are written the same way and DCYF staff is reviewing them the same way.</p> <p>A couple of agencies in the room reported that the timelines haven't improved and have even gotten worse. In their region it's taking up to 2-3 months for a licensor to respond to a submitted home study.</p> <p>Ruben reported that his team developed a regional licensing tracking log that they starting using 10/1. They are tracking every application they receive from CPA's including:</p> <ul style="list-style-type: none"> <li>• Provider name/parent agency</li> <li>• date application received</li> <li>• date assignment</li> <li>• application type (renewal or new)</li> <li>• days pending</li> <li>• date submitted for review to regional licensor</li> </ul>	

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	<ul style="list-style-type: none"> <li>• date submitted for review to supervisor</li> <li>• date returned to private agency</li> <li>• number of items returned to private agency</li> <li>• application outcome</li> </ul> <p>Jason, with some support from Ruben's shop put together Learning Sessions (not training for staff) but to look at the home study process collectively to try to figure out what components of the home study we need to focus on. The sessions will cover risk assessment, key indicators and risk management. The hope is to come up with an approach that will be consistent around the state.</p> <p><b>Learning Sessions:</b> (licensors, supervisors, home study writers, everyone)  <b>November 5<sup>th</sup> – Tacoma Community College time TBA</b>  <b>November 13<sup>th</sup> – Spokane at DCYF Central Office</b></p> <p><b>Binti:</b> Ruben reported on a Binti kickoff meeting. The legislature approved funding for the foster care portal for WA State but did not give it directly to DCYF. CPA's will be able to use Binti at no cost to agencies. What the challenge will be is what CPA's will have access to. Ruben invited a few CPA's to the next demonstration of Binti in San Francisco, Nov. 19<sup>th</sup> - 21<sup>st</sup>. DCYF has heard only positive things about Binti. They will put their 5,100 foster parents into Binti. They will use it for recruitment and reports. Ross wants it up and running August 2020. Binti will need to interact with FAMLINK.</p> <p><b>CPS Field Test:</b> Ron explained that DCYF's big picture goal is to have the resources and ability to have one body within DCYF to do all investigations for state-run and licensed facilities. About 10 years ago CPS started taking over licensing investigations for state homes. It was due to a lack of consistency, real or perceived conflicts and a lack of resources. Starting Nov. 1, they will start a field test in Region 1 and will start taking over licensing investigations for regionally licensed foster homes. The hope is to take away biases and free up staff to do other work. The field test will last 6 months. They will collect data to see how it goes and will look at how other states are doing it. In Region 1, there is only 176 private agency homes. If the sample size ends up being too small, they may want to expand to Region 2. If there's a decision to expand outside of Region 1, they will notify everyone.</p>	<p>Kris Sanborn, Jeff Clare and Nikki Brown expressed interest in attending demonstration in San Francisco in Nov.</p>

Prepared by Linda Conchi