



WACF CPA Division Minutes
September 5th, 2019 9:30am – 11:30am
Lutheran Community Services Northwest
4040 South 188th Street, SeaTac WA 98188, 3rd Floor

Members Present: Jill May, Jeff Clare, Nicole Mazen, Ray Deck III, Anna Thompson, Kris Sanborn, Ezechiel Bambole, Katharine Gray, Cindy Steele, Mark Fullington, Jennie Brusco, Zenia Brar, Joanne Stimson, Shawn Sivly, Samantha Garcia, Linda Thomas	Members on phone: Wes Patterson, Mikaela Chandler, Amber Millard, WACF lobbyist
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Agenda Item	Discussion	Decisions
1. Agency Introductions		
2. Jill -meeting with LD <ul style="list-style-type: none"> • LD home study and time frames • Luba at crossover for Oct Mtg • DC trip with DCYF • Legislative update 	<p>Luba will come to the October meeting during the crossover time to talk to us about the CPA Home Study Review process: https://www.wachildrenandfamilies.org/wp-content/uploads/CPA-home-study-review-process.pdf. The draft was put together by Jason Churchwell. It's encouraging that he added benchmarks that he's trying to hold his staff accountable to. Rubin also put together a timeline of the entire process to measure internal timeframes. They are aware of the wide range of quality with home studies and workload issues.</p> <p>Jill was asked by the feds to go to DC along with DCYF staff. The first day they discussed foster care and the second day adoption. It was called, A Call to Action, by the Children's Bureau. The bureau's data shows older kids are harder to place so they're looking for new and different strategies. During the two days DCYF didn't talk much about CPA or BRS homes being part of the solution. Jill invited them to meet with this group with the hope to increase communication.</p>	

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	<p>Amber is busy meeting with legislators. Next week is House Committee Days so Jill and Amber will be in Olympia. They are still trying to nail down what the budget ask will be. Rep. Sullivan is still willing to lead the charge and we are keeping Rep. Senn looped in.</p>	
<p>3. Contract/Case Management</p>	<p>Are all CPA's doing all of the required items under case management in the CPA contract? The region 5 collaboration document lists out the contract bullet by bullet. Staff in region 5 pointed out that some providers do the things that are bulleted and some do not. Some of the items that are not consistent are IEP support, helping to supply medical records and visitation. There was discussion that the name/definition case managers may need to be changed. Some agencies use the terms Service Providers, Foster Parent Support, or Advocates for Parents. How do we help state workers have the same expectations for each CPA? How do we, at a minimum, carry out the contract?</p> <p>There will be a workgroup developed and will start in December to discuss the CPA contract. Jill will attend along with a couple of agencies. The first meeting will be about process and how to move the conversation forward.</p>	<p>Cindy will reach out to agency leads to look at the CPA contract line by line.</p>
<p>4. CAFAS</p>	<p>Training will be October 2nd 10am – 3pm at Amara Seattle office. Debbie, the trainer from Olive Crest will also be at the CPA meeting on Oct. 1st. Anna distributed a Quick Guide to CAFAS Reporting.</p> <p>Agencies in the room supplied Jill with the person that will be their agency's administrator for CAFAS (the person who will set it up and give users different security levels).</p>	<p>Anna will send the guide out to the rest of the CAFAS distribution list.</p>
<p>5. Report from workgroups</p> <ul style="list-style-type: none"> • Joanne-FAMLINK • Susan - recruitment communities of color 	<p>FAMLINK – Luba seemed surprised that we didn't have access. She is checking into it. The workgroup is working on getting a meeting scheduled.</p> <p>Recruitment communities of color – Susan was not present to give an update. Shawn Sivly gave the following update on the last Recruiters Group meeting:</p> <p>The group met on August 20th. They are trying to improve communication between the Recruiters Group (CPA recruiters and Fostering Together recruiters) and the conversations that occur at WACF CPA meetings to improve recruitment outcomes and make sure we have the same goals. The group wants to do more data driven recruitment. They've identified agencies that go to RDS meetings that might have more information on the zip codes where kids are coming into care. They would like to focus recruitment in those zip codes as well as get trend data. Some of the topics discussed at the last meeting were:</p>	

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	<ul style="list-style-type: none"> • Inconsistency of RDS meetings – RDS meetings need to be evaluated and streamlined • Agency updates • Ideas on disproportionality and best practice in regards to recruitment of color in communities <p>The next meeting will be September 17th.</p>	
<p>6. Crossover: Family First Leg</p>	<p>Jill went over some updates:</p> <ul style="list-style-type: none"> • Applicants must be able to communicate with the child, the title 4e agency, health care providers and other service providers • At least one applicant in the home must have functional literacy, such as the ability to read medication labels • Applications must have a recent physical exam (within 12 mos. of app) • All children must be up to date on immunizations • Children with special medical needs must have an up to date annual flu shot • At least one scheduled in-home interview for each household member during the home study • References must include one relative and one non relative • Homes must have a properly operating kitchen (w/sink, refrigerator, stove and oven) • Homes must have adequate lighting, ventilation, proper trash and recycling • Swimming pools must be equipped with a life saving device. If the pool cannot be emptied after each use the pool must have a working pump and filtering system. • The total number of children in foster care in a foster family home must not exceed six (feds only count foster children, not birth children) • No one can smoke in any vehicle used to transport the child (whether the child is in the car or not) 	

Prepared by Linda Conchi