



**WACF Intensive Services Division Minutes
 October 3, 2019 11:00pm to 1:00pm
 (11:00-12:00 crossover with CPA Division)
 Lutheran Community Services
 4040 South 188th Street, SeaTac WA 98188, 3rd Floor**

Members Present: Josh Fullington, Nikki Brown, Karen Brady, Jon Rylaarsdam, Jen Kamel, Cori Peck, Kris Sanborn, Shawn Sivly, Jill May, Rhiannon Brill, Linda Thomas

Guests: Jason Churchwell, Luba Bezborodnikova, Ruben Reeves, Ron Effland

Members on phone: Christy Lunceford, Zenia Brar, Amanda Phinney, Trevor Melby, Mikaela Chandler, Mike Canfield, Mary Johnson-Schroeder

Agenda Item	Discussion	Decisions
<p>1. Crossover 11:00-12:00 Licensing Division</p> <ul style="list-style-type: none"> • Licensing Timeline • Binti • CPS Field Test 	<p>Licensing Timeline – 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"> • Home study is poor quality • Supervisors with 600-800 licensed homes under them and on any given week they could get up to 15 new licenses • Turnover of staff <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 licenser 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>	

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	<ul style="list-style-type: none"> • Provider name/parent agency • date application received • date assignment • application type (renewal or new) • days pending • date submitted for review to regional licensor • date submitted for review to supervisor • date returned to private agency • number of items returned to private agency • application outcome <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>Learning Sessions: (licensors, supervisors, home study writers, everyone) November 5th – Tacoma Community College time TBA November 13th – Spokane at DCYF Central Office</p> <p>Binti: 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. 19th - 21st. 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>CPS Field Test: 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>

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<p>2. 12:00-1:00 Workgroups for BRS WAC's</p>	<p>Last month the group agreed that they need to do a crosswalk of state regulations and federal regulations. They wanted to focus on chapter 145 of the WAC. Nikki asked for volunteers to work on the crosswalk as a smaller subgroup.</p> <p>Jill had asked the Licensing Division to talk about a crosswalk of accreditation standards, contract requirements and licensing requirements while they were here. The conversation will be postponed to a later date. Jill reported that she discovered at a recent NOSAC meeting that they have already done a crosswalk of the accreditation standards.</p> <p>DCYF is submitting legislative changes in line with the CPI Bill that the FPSS Division has been working on for a long time. Jill had a really encouraging conversation with the Background Check Workgroup a couple of weeks ago. There is some movement on duplication of work and DCYF has requested more staff in one of their DP's.</p> <p>Jill asked the group if their licensing timelines have gotten any better. The consensus was slight improvements to no improvements.</p> <p>Jill will be meeting with Doug Allison soon. The group asked if they could join Quarterly BRS Manager Meetings. The meetings used to be more frequent and included providers. Most regions haven't had one in quite a while.</p>	<p>The volunteers were: Kris Sanborn, Nikki Brown, Zenia Brar, Rhiannon Brill, and Cori will ask Jen from Secret Harbor to participate. Nikki will send out some possible dates for a meeting to the group.</p> <p>Jill will talk to Doug about:</p> <ul style="list-style-type: none"> • quarterly BRS Manager meetings for all six regions • If WACF can use the same Licensing Tracking Log that DCYF created • Holdups in court after 10/1 <p>Nikki will try to schedule a meeting for Jan. 9th with Michael and the Program Managers.</p>
<p>3. Adjournment</p>		<p>The meeting was adjourned at 1 pm.</p>

Prepared by Linda Conchi