

**Missouri State Foster Care & Adoption Board**  
**June 11, 2013 10:00 a.m.**  
**Governor's Office Building Room 460, 200 Madison Street, Jefferson City, Missouri 65101**

**Present:** Lori Ross, Suzie Forbis, Nickie Steinhoff, Janet Richardson, Melinda Nicholson, Eric Pilson, Dean Aye, Kim Pate, Kelly Floyd, Kelly Schultz

**Absent:** Derek Williams

**Children's Division Staff:** Amy Martin, Marta Halter, Carmy Colvin

**Guests:** Linda Hosman, Foster Parent; Camille Hosman, OCA Intern; Kim Pate, Foster Parent

**Observer:** Kris Wilson, News Tribune

**Meeting opened:** by Dean Aye at 10:00 a.m. on June 13, 2013

**MINUTES**

- **Dean** opened the meeting and introductions were made.
  - Camille Hosman, (no relation to Linda) is a student doing a summer internship with office of Child Advocate and came at the invitation of Kelly Schultz.
  - Linda Hosman, (no relation to Camille) She came at the invitation of Janet Richardson and she is a Foster Adopt parent
  - Kim Pate: She is a Foster Parent, and came at the invitation of Dean Aye
  - Carmy Colvin, she is the Senior Office Support Assistant for the Children's Division and came at the invitation of the board and the Children's Division staff. She will continue to help the board in various capacities.

**CD CURRENT EVENTS**

- **Marta Halter**, Deputy Director of the Children's Division updated the board on the following:
  - **Donna Sybouts** who has helped the board over the last year, in various capacities will be leaving Children's Division to join MoHealth Net Division.
  - Trauma 101 Training was explained and discussed, Marta asked everyone to watch for a link to a 30 minute Trauma training video that will be sent out soon. Marta then explained that it is a [U-Tube](#) link and featuring Dr. Patsy Carter who taught the Trauma 101 training class held May 25<sup>th</sup> in Jefferson City. This will count as 30 minutes of training for foster parents & staff.
  - CD is participating in a case review of children who have crossed over between CD and DYS, versus children who have not. Several CD staff are participating in case reviews, which will begin the last week of June in Springfield, Mo. (Greene County) and Hillsboro, Mo. (Jefferson County). One of the participants will be Ann Jankia from OSCA, who has been deeply involved in this process and done much research on the subject.
  - Discussion between board members continued regarding how the Quarterly Health Care assessments are being reported. It is believed that more children are receiving their health care assessments than are being reported due to multiple departments and insurance billing methods being used. All new entries into care will be reviewed to find out when they got their assessment, if they did get one, and if they have not had one, why they have not gotten it. CD is looking at January, February, and March.
  - **Amy Martin and Christy Collins** have pulled files and come up with a way to collect the data. We know the data is not as good as it could be. This is due to the various ways assessments are billed. As well as the fact that some doctors do not want to fill out the paperwork. Some doctor's produce a written report instead. These reports and forms may or may not go into the file depending on who is completing it.
  - **Dean Aye** mentions that in his area 95% of the children have them but depending on how it was billed reflects how it will be reported.
  - **Marta** then went on to say that we need to know this and demonstrate it.

- **Kelly Floyd** said that "If you don't ask the doctor to fill it out while you wait, it doesn't get done."
- There were a lot of nodding heads around the table.
- **Dean and Amy** are aware that this will be tough to fix due to all of the different departments, billing systems, insurance companies, and managed care facilities. Consistency will be impossible because we know that we are doing this but the data does not reflect it.
- **Marta** said for example:
  - 419 of 11,307 had no Medicaid claims
  - 10,154 had some type of health visit
  - 6,266 were billed as EPSOT
  - 3308 were routine visit which may have been an assessment
- **Kelly Shultz** wanted to know if there was an alert that could be sent out to remind us and the doctor's that a child is missing this form/exam. (Would require a system change in FACES.)
- **Amy** said that another issue was that you may go into the doctor for the exam and when you get there you present with another issue such as ear ache, runny nose, or sore throat. That is what gets billed first and the exam is billed second, so it won't reflect in the data. Other problems arise when a child has had multiple placements. This is a very important issue and we felt that the only way we could figure out what is going on, is to do a massive review.

#### **POLICY UPDATES**

- **Elizabeth Tattershall opened** with her update on the website which included showing various pages, and how to access different things such as CD memos and the MSFCA link.
- **Elizabeth** then brought 3 things to the boards attention:
  - **Transportation Memo CD-1327:** revision of the form, policy revisions, asked if anyone needed a review and no one did
  - **Cooperative agreements:** renewal of contract, revisions made, it came out on May 31. All Foster Parents, when up for renewal, will have to sign a new form.
  - **Placement Exception form CD-1350:** memorandum was read by Elizabeth, and stated that we now have documentation in place for audit purposes.
    - **Lori** asked "if the changes to the exception form were incorporated?" **Elizabeth** said yes.
    - **Lori**, "just to note that the form did incorporate some suggestions, but not all of them." She then went on to explain by saying that the section we talked about describing the emotional status of the child, the form is asking about the other children and not necessarily the child in question...
    - The board then discussed this and it was decided that the board in the future should be able to see the old versus the new and be able to discuss concerns before the form is published.
- **Dean** reminded everyone to check their email and that anything pertaining to a foster parent is posted on the memo board.
- **Elizabeth** then showed everyone how to use the MSFCA link and went thru what is available. She asked that everyone look at their information and make sure that it is correct.
- When it was noticed that the site contained meeting minutes it was then discussed how long these should be kept. The board decided on one year and then removed. It was decided that no vote was necessary.

#### **FOSTER CARE COLLEGE PRESENTATION**

- **Elizabeth Tattershall** then gave a presentation on the new Foster Care College website where Foster parents can go for online training. She explained the following:
  - How long the various classes take
  - Many training credits they are worth (this only counts for in-service credit, not pre-service credit)
  - How to register
  - What the cost and payments methods were
- **Melinda** then let everyone know that she recently took one of the classes. She said that while informative, it was very basic and may not be geared for the seasoned Foster parent, but better suited for new Foster parents.

- The link to foster parent college is: [www.fosterparentcollege.com](http://www.fosterparentcollege.com)
- The site lists all the available courses (with more be added all the time) so check in often
- Most classes are only \$10.00 and take 2 hours or less to complete. You can click on each course for a detailed explanation of what is being taught, see the syllabus, and it will let you know if the class is for parents, workers, or both.
- Once you have enrolled and paid you have up to one year to START the course. Once you have STARTED the course you have 30 days to complete it. At the end of each class are 20 review questions that you have to complete and the answers will be provided. You can always go back to something within a video but you cannot fast forward.
- **The board then went on to discuss:** that it needs to be strictly set out what is considered training and how this will fit into the required service hours, while this type of training is great for the very rural areas, this should not be the only method of training allowed to be taken. Everyone had great concern about this.
- It was also discussed that individuals who have enrolled in the same class, paid the fees, watched, and then completed the class could then meet in a 'book group' format and discuss the class and credits would be received for that.
- The board then discussed in length several training issues, including texting during training.
- **Nickie** also reminded everyone that her group is willing to come to any area and do training.
- It was also discussed the counties and CD should not drop in person training as this is still very much needed especially for people who do not learn well on a computer and those who do not read well.
- **Lori** wanted to make sure that families still get connected with each other, so that isolation would not take place.
- **Dean** wanted to know if there was going to be a preapproved amount of hours for this or how that would work.
- **Elizabeth** said that yes, a preapproved amount and it will be part of the professional development plan. The memos have not gone out yet to let everyone know about this training. Elizabeth wanted to show the board first and then get the memos out together.
- Much discussion continued about how many hours and what kinds of training are acceptable....
- **Elizabeth** then finished her presentation by giving the board members a book called "Foster Parenting Toolbox" as a gift from the Children's Division.

#### QUARTERLY HOME VISITS

- **Amy Martin** said that after our last meeting an email went out state wide suspending face to face visits with every household. Research was done on quarterly visits numbers were pulled by Elizabeth and Amy on 23 states that required the following:
  - a quarterly visit or an annual visit
  - visit where each member of the household was talked to
  - announced verse unannounced visits
- 23 states have information available on web. Of those 23 the following was discovered:
  - 8 require quarterly visits (Massachusetts requires bi monthly)
  - 7 require an annual visit only (Louisiana, Florida, New Hampshire, Colorado, and South Dakota are consistent with the two year time frame for licensing)
  - 2 require a visit with every member of the household
  - 3 have an annual visit only and it is unannounced (Illinois, Iowa and Arkansas)
  - Georgia requires a monthly visit
  - Alabama requires a quarterly and semi-annual visits
  - Washington state does a 10% sampling of their total licensing
- **Amy** says these 23 states were chosen because they were the only ones who had online stats.
- **Lori** stated that 27 states don't even have online access to their policies and that the government is doing a terrible job for not requiring this.
- **Melinda** asked why the Child Welfare League wasn't doing something.
- **Kelly Floyd** said that her worker comes quarterly and chooses to only use her form the other forms out there are redundant. Some workers just write a summary versus filling out the forms we give them.

- **Dean** said that on the record “I do not agree with the practice that the case worker’s and the Foster Care license worker do each other jobs”.
- **Amy** said that based on the research they did, they would really like to get the form put back in place and “I still think that what is written about visiting with all family members, is important but if they are not available that is okay”. Amy says further....we have a lot of work to do on engagement with foster parents and that this should be a time to celebrate the success and the issues they faced and build stronger relationships with them.
- **Dean** went on to say that while the memo was good, the form he saw was just a check off method and that we need to be really careful how it is worded so that it will be done right.
- **Eric** then said “visiting with my kids is great, but when the form says to “interview all household members” I don’t like that because then it becomes an investigation and not just visiting with my kids.”
- Much discussion ensued between the members of the board and it was decided per Marta we will go over the forms, however; this will not be something that happens quickly
- **Amy** followed up by saying that we will see more on it.

#### **BY-LAWS**

- **Dean Aye:** Asked that a motion be brought forward to accept the by-laws as written. Lori Ross Motioned that the by-laws be accepted as written, Kelly Schultz seconded the motion and all were in favor, no one opposed. The By-Laws were officially accepted June 13, 2013.
- **Dean Aye:** Minutes from March 12<sup>th</sup> need to be approved. Everyone was sent a copy to review, did everyone receive them? (All members said yes), he asked if there were any questions? Changes?
- **Kelly Floyd** asked that our minutes be amended to reflect that Kim Pate was here as a guest.
- **Elizabeth** said that she would make the change
- The board discussed the approval process concerning minutes. The board decided that it is okay to approve them prior to the meeting.
- **Dean** brought up concerns on how the minutes are edited before the board sees them.
- The board discussed this at length and it was decided that Lori and Dean would review the minutes, then send them out to everyone.
- **Kelly Schultz** reminded the board that they each had the responsibility to read thru the minutes and make the board aware of any necessary changes.

#### **LEGISLATIVE UPDATES**

- **Kelly Schultz:** “It has been a great season we have had a lot of attention paid to our kiddos. There were several bills presented the following are the bills I followed more closely than some of the others”:
  - **Bill no. 47:** was presented and is waiting to be signed, this bill designates who is a “relative”
  - **Bill no. 127:** Mostly relates to Medicaid. One section deals with older youth who do not have health insurance.
    - Dean asked about the fiscal impact
    - Kelly said she did not know, but that it involved kids who were in care at the age of 18.
  - **Bill no. 205:** It requires that all foster children visit a university, college, technical school or military recruiter in their area before the youth is adopted or otherwise terminated from foster care.
  - **Bill no. 208:** Raises the age limit to re-enter the system to 21.
  - **Dean** wanted to know about bill 110 but Kelly did not have information on this one.
  - **Bill 505:** impacts the hotline. All sexual misconduct allegations must be reported by the person who receives the information. There will no longer be a “designated reporter”. Charter Schools are now required to follow this as well.
    - There was discussion among the board about how the teachers, coaches, principals are going to find out about this new procedure and what will happen when they make a report.
  - **Lori** wanted us to know that bill 205 and 208 were approved and are just waiting for the Governor to sign them
  - **Kelly** said there are several line items in the budget that are still surviving and she is watching 3 of them.
    - **ITEM 1** is funding set aside to create post adoptive support to provide services to families. There is some seed money to the total of \$150,000.00 to be split between Springfield and Central, Mo. That is yet to be seen.

- **ITEM 2** is to continue recruitment services. Mid West has done this with a grant for the last 2 years. Coalition has had 5 years from a grant. This would make recruitment part of the budget. This would allow more groups from around the state to be able to participate.
  - **ITEM 3** a million dollars was put in for something called “Social Innovation Project Grants” - nothing more was said about this.
- **Kelly** reminded everyone that these items are not done yet. Governor Nixon can still veto them or restrict their use.

### ONE CONFERENCE UPDATE

- **Melinda Nicholson:** Heather Forbes is the keynote speaker.
- Melinda talked about some of the training opportunities including Trauma Informed Practice with trauma training being a large part of conference along with lots of training possibilities.
- There will be a youth track that is free and families can now all come together making a vacation out of it.
- There are many activities childcare is free, kudos to Eric on this. The kids will be performing a play at the end of the conference for the whole group. I think this will be a great esteem builder for the kids as well as their families.
- Melinda said she is motivating people to attend by letting them know how important respite is for them and for the kids.
- Vendors are needed and must be somehow connected to child welfare.
- Melinda also requested that if anyone has a connection to people or companies for door prizes, and things to put in the welcome bags to please let her know
- In the past there have been many excuses why people couldn't attend and we think that we have removed most of them
- Melinda's group is working with Sally Gaines for the next conference to try and get the Older Youth conference at the same time as the One Conference the older youth will be involved with their families as well.
- The best problem of all is that the rooms we reserved at Tan-Tara Resort have all been used and other accommodations are being made.
- **Melinda stated:** This is a great event for the whole family because everybody is the same no one stands out because their kids are different. Everyone is on equal ground and the stigma attached to having a “different” family is removed. Some of the board members then talked about how they felt and two stories stood out:
  - **Kelly Schultz:** “I take for granted that my kids are on display...it is a great place to go because all the kids are there and no one ‘looks’ different. It was a great family vacation. My husband and I actually got to hold each other's hands for once
  - **Melinda Nicholson:** Her son said he that he always felt like some kind of science experiment because he was referred to as the bio-child. He likes these events, because he was just another one of the kids and not separated out because of his family status. There is a movie theatre in the resort, and lots of activities in the area.

### MFCAA UPDATE

- **Lori Ross:** in Independence they are doing a conference to include topics such as:
  - What are the steps necessary to strengthen your group
  - How to get funding for your group
  - Leadership
  - How to engage volunteers
- Managing data, They are looking at what is free, or cheaper in cost. The goal is to equip parent leaders to provide support in their areas. The training is free for MSFCA. All others would have to pay for their rooms. All accommodations will be at the brand new Drury Inn. Lori asked that everyone share the information about this training. If you have someone interested in coming please let Lori know. All meals are free to those registered.
- **Melinda** asked if there was a limit to how many people could attend from each circuit and Lori said no.
- **Dean** asked if it was open to support group leaders and people who want to start a support group
- **Lori** said that she does not care who comes, because parent to parent support is the most effective way to retain families, it is not an easy thing to grow an organization from a desire to help to actually doing it.
- **Lori** also, said “I want to give everyone an opportunity to get a step ahead.” There were no further questions or comments.

## MEMBERSHIP DRIVE STATUS

- **Dean:** You guys have done a great job recruiting. 18 applications were completed and turned into the Governor's office. We now have written recommendations on candidates from each of the historical areas. We have been able to fast track this and were assured that we would know something by our September meeting.
- **Dean** asked if there were any questions about membership and discussion arose about how the people chosen will be confirmed.
- There were no further questions about membership.

## ANNUAL REPORT

- **Dean:** The annual report is now complete. He passed out one booklet to each board member. They talked about how nice the book turned out and how cute the little girl on the front was.
  - We have only 100 copies to think very carefully about who you want to share them with.
  - **Dean's** suggestion was for each person to take 4 or 5 and leave the rest.
  - **Dean** then asked if anyone wanted to go thru the report in detail. No one did.
  - **Elizabeth** said that there is an electronic link to the report and would send it with her memos
  - **Amy** commented that according to the statute a report must be presented to the Governor, therefore, a letter was typed up and signed by Dean Aye and attached to our report and will be given to Governor Nixon.
  - **Kelly Floyd** wanted to know who we were supposed to share these with and Dean told her a good place to start is with your local legislator by scheduling a meeting and sitting down with him to go thru the report.
  - **Janet** suggested inviting your local legislator to your home, as it will leave a lasting impression
  - **Kelly Schultz** suggested the Secretary of State be given the link for archiving purposes
  - **Dean** said to give kudos to Lori Ross she deserves all the credits, for the hard work it took to get this report finished. Dean then asked if there were any further questions and there were not.

## SYSTEMIC IMPROVEMENTS

- **Dean:** said he met with Brian and Candy and went over what we need for improvements. "I want a list of systemic improvements", not just someone saying "my case worker never calls me back". "I want suggestions such as, how can we reduce costs? "
- **Nickie** suggested that we come up with a list of questions to take back to areas and a consensus of what we need. Some of her questions included:
  - What are the top 3 changes that would help you?
  - What are the top 3 changes you would like to see?

## Missouri KidsFirst

- **Dean:** Welcomed Emily Von Schenkof and explained that she was there to tell us about KidsFirst, what she does, and how we can work together to help her.
- **Emily VanSchenkof:** is the Deputy Director of KidsFirst. KidsFirst is a state wide organization. She is a registered lobbyist for the state of Missouri. KidsFirst main goal is to be a public presence on anything that deals with child abuse issues. Emily, focuses on criminal code, how those laws are constructed, and dabbles in sex offender policy. She has worked with issues that are part of the tiering of the CAN registry. For example:
  - Having to register for non appropriate things
  - Why some people who should be registered are not
  - Emily's main focus is on public policy
  - Child advocacy budget
  - She watches how things evolve so that during legislation things are not left unknown or slip by. Some of those things currently being looked at are:
    - we look at what it will take to protect the children
    - How to be a protective parent
    - Prevention (which is an incredibly important piece of what we do)
    - Home visiting programs

- Incorporating child abuse and prevention into these programs

KidsFirst does multi-disciplinary training, trainings for Mental Health providers, CDC Workers, and Law Enforcement. Our training is a 5 day course and it is hard to get people to come to things like that because of time and budgetary constraints. We are currently looking at how we can improve this to make sure reach more people.

- **Lori** brought up a DVD that she brought back from a recent training asked if she could call her about that and Emily said yes.
- **Dean** mentioned meeting her at the CAC training and Emily said that she would like to invite anyone to their trainings and that as time and health (she is currently due to have a baby anytime) issues permit that she would like to attend some of our venues as well.
- **Melinda** invited her to the One Conference and she said she would seriously consider it.
- **Emily** then asked if the board worked in their own local communities
- **Dean** said that all the members were Foster Parents or Foster-Adopt Parents, and that most them are also part of the local and regional aspects of their communities.
- **Melinda** thanked Emily for all of her work on behalf of the Kids.
- **Emily** wants to make sure that people are trained on every level including teachers and coaches.
- **Dean** agreed saying so often that when he gets a child who has been abused and he lets the school know this, he hears a lot from the teachers that if they only knew the signs, or they should have known.
- More discussion ensued between the board and Emily.
- **Dean** asked if there were any more questions, there were none

#### OPEN FORUM

**Dean:** This is the board's chance to bring forth any issues, questions, concerns that were not on the agenda, we will go around the table and let everyone have a chance. Eric, will you start please?

**Eric:** we have been working with Bob Larrimore on a survey and how this data could be collected. There will be 8 laptop computers set up at the One Conference for people to take the survey. The data will be collected and then made available to the board. It was then discussed how the data would be used. The survey is 2-3 pages long.

**Lori** then asked that we table this discussion till after the data is collected

**Dean** then agreed that it would be tabled until the September meeting.

**Melinda** – nothing

**Janet** - nothing

**Nickie** – reported that regarding board membership the county was good but that the city was not. 7-8 applications from St. Louis County were received and

**Dean** reminded that the Governor goes through the applications and he cares about who is on these boards and Dean feels that we will have a better board because of it.

**Suzie:** apologized for being upset due to some unfortunate family problems. She asked all of us to please stand up and protect our kids from people who mean well and think that what they are doing is in the “best interest of the child”. She told us that she lost to kids to a court order that had nothing to do with them or her family. She reminded us that there is a power struggle going on in this state and we need to really take a look at this because the kids are the ones who suffer.

- Discussion among the board continued with:
- Melinda agreeing and shared a story about one of her kids as well.
- Lori also said that there is an issue as far as following the law and we have standards for guardian ad litem representations, that there is some shocking stuff and she thinks this board could have some conversations on how to address this. Especially in Suzie's example.
- It was then discussed if the board would be allowed to go into a “closed agenda” when things like this come so they could be discussed openly without minutes being taken. It is going to be looked into.

**Amy Martin, Marta Halter, Kelly Schultz, Kelly Floyd and Dean did not have anything further to add.**

**The meeting was adjourned at 2:56 p.m.**