

Missouri State Foster Care and Adoption Board

Governor's Office Building

Room 315

Jefferson City, MO

December 4, 2018

10:00 a.m. - 3:00 p.m.

Meeting Minutes

Members in Attendance: Karen Anderson, Dana Lopez, Steven Archer, Melanie McDole, Jennifer foster, Craig Stevenson, Crissy Mayberry

Children's Division Support Staff: Elizabeth Tattershall, Amy Martin, Shelia Tannehill, Julie Lester and Vickie Stoneberger

Absent Members: Michelle Martin-Bonner, Linda Hosman, Thomas Frawley, Robin Ransom, Katie Brown, Emily Hymer, Sarah White, Nickie Steinhoff, Kelly Schultz Jennifer Townsend

Guests: Bob Larimer, Brigitta Hoskins, Patricia Aydelott, Paul Aydelott, Jeremy Milarsky, Courtney Scott-Cammarata, Nick Elmes

Introductions: Dana Lopez, Co-Chairperson filled in for the absent Michelle Martin. Ms. Lopez welcomed attendees and facilitated introductions.

Updates from Children's Division Interim Director Julie Lester:

Julie Lester updated the group of four specific Division initiatives:

1. Federal Legislation, Family First Prevention Services. The goal of the legislation is to reduce the foster youth population in residential care and to provide community based preventative services to families to keep children safe in their own homes and communities. This is the first time federal matching funds allowed for prevention services. Missouri is working on a plan to be compliant when the legislation is in effect October 1, 2019. A Webinar was conducted in November to introduce the legislation to staff. There will be 6 gatherings around the state over a 2 week period in January 2019 to share information about the legislation and to have a conversation about what is needed to support children in individual communities.
2. Missouri has been awarded the Kinship Navigator grant. Kinship providers need exceptional support to maintain foster youth placements in their home. The program is in collaboration with Parent Link, the University of Missouri and Resource Centers.
3. This fall five regional court convenings were held. Each convening was composed of 5 individuals; a judge, Guardian Ad Litem (GAL), Juvenile Officer (JO), a parent's attorney and Circuit Manager. The agenda included discussion of the Juvenile Officer Standards and Family First Legislation. A document was created from these convenings in an effort to not have duplication of work and to ensure understanding of roles of all involved in foster care cases. The Roles and Responsibilities Document lists the activities that each the Children's Division staff, the Juvenile Office, Law Enforcement and the Court/Judge are to complete. A copy of the document will be emailed to the board members.

4. Team Decision Making, TDM, is a meeting of family support team members with a non-case carrying facilitator to address decisions made about a child or family the Children's Division is working with. It is not a Family Support Team (FST) meeting. TDM began in St. Louis Region in the early 2000's. Jackson County began this year. It recently began in the 29th and 31st circuits and will soon be in 11th, 23rd, 20th and 24th circuits. The next circuit will be 39th. The plan is to be state-wide by the end of 2020.

Julie also addressed a member's question regarding what the Division is doing for recruitment and retention of Children's Division staff. Julie discussed;

1. The Career Ladder which provides promotion without having to move to a supervisory position
2. Support to staff for secondary trauma including training and a support system,
3. A pilot in the 5th circuit which interviews applicants based on competencies for the job. It has been a pilot for 2 years and has had no worker turnover
4. Chris Kempsey whose position at Central Office is recruitment and retention of CD staff, travels the state
5. New on-line recruitment video just introduced last week

Memorandum Updates - Elizabeth Tattershall:

The following memos were referenced and explained:

CD18-31, CD18-32, CD18-33, CD18-34, CD18-35, CD18-36, CD18-37, CD18-38, CD18-39, CD18-40 and CD18-41

Mrs. Tattershall reminded the board that all the memos are posted on the Internet. She also presented the contact information for the board document and requested any updates to the information for posting on the board's web page.

Vickie Stoneberger, Program Development Specialist over the Adoption and Guardianship subsidy program brought wrist bracelets promoting Adoption Awareness month and the Heart Gallery. She also had an insulated drinking cup which has an adoption logo on it to promote adoption awareness which is available for purchase.

Informed Consent Discussion- Dana Lopez:

Dana presented a scenario where a physician discontinued seeing a foster child because the parent did not agree with a medication he wanted to prescribe. He responded that if they weren't going to follow his medical directives, he was not need. Julie added that there are physicians who are upset about being questioned about their decisions. This process is new to everyone and the adjustment will take some time.

Dana also had a document with a list of 20 questions that a contractor created and is requiring staff to ask the physician before prescribing medications. Julie reports that the Center for Excellence at the University of Missouri has been created to assist staff when there are questions about this practice/policy of informed consent. The staff include: Center Director, psychiatrist, licensed psychologists, nurse case managers and support administrator. Within the first 6-12 months they have to add to the staff one FTE Pediatrician and one FTE Pediatric nurse.

Informed consent is still a policy in progress. Julie encouraged the group to send concerns and questions regarding the practice as the process continues develop.

Working Lunch:**Assessing Criminal History Protocol – Elizabeth Tattershall**

During the working lunch, Elizabeth Tattershall provided a copy of the most recent revision of the Assessing Criminal History of Resource Licensing and Approval memo. An electronic copy of the memo will be mailed to the board for further comment.

Nurse Case Manager Option – Jennifer Foster:

Jennifer brought a suggestion to the board use a nurse case manager for parent aide type services. The nurse case manager contract was only in Jackson County and expired in June 2018. Julie Lester provided reminder that through the managed care program that all foster youth are enrolled in, there are support services.

Fingerprinting Vendor Update- Elizabeth Tattershall

Mrs. Tattershall provided a copy of a new form, Resource Parent Acknowledgement, CD-108. She explained that from a yearlong state-wide case review of Children's Division's and contractors resource licensing files 3 new forms have been developed. The CD-108 includes acknowledgments of receiving documents such as the foster parent bill of rights, Missouri Resource Parent Handbook, as well as written acknowledgment they received information about their privacy rights regarding fingerprint checks required by the FBI.

National Training & Development Curriculum – Amy Martin

Mrs. Martin explained the National Training & Development Curriculum, NTDC, is a five year grant to create a national foster parent training pre-service and in-service curriculum. It is funded through a five year cooperative agreement with Department of Health and Human Services, Administration for children and Families, Children's Bureau. The grant began in 2017. Missouri was selected from 16 other states as one of 6 states and 2 tribes to create and pilot the new training curriculum. It is in collaboration with Spaulding for Children, University of Washington School of Social Work, National Council for Adoption, North American Council on Adoptable Children, Center for Adoption Support and Education, Child Trauma Academy. The Children's Division is very excited to be chosen as part of the pilot. Jackson County and northwest circuits will be the pilot site with a comparison group in St. Louis and one rural area. The development of the curriculum should be completed in 2019 for the pilot to begin in 2020.

Legislative Updates- Kelly Schultz:

Due to Kelly's absence, legislative updates were not presented.

Workgroups – Amy Martin:

Several members of the board are on various workgroups regarding support, skill enhancement, and training topics. Amy provided update information:

- Relative Support: One project of this group is the creation of an information brochure to be provided to the placement provider when the child is placed to assist with services immediately, contact information and anything they need to know as soon as the child is in their home; child

care, medical appointments, etc. The memo to introduce the new Guide for Relative Resource Providers has been submitted to administration for review. A copy of the brochure will be emailed to the board.

- FFTA: Foster Family Treatment Association is exploring what needs to happen to approve relatives to provide for therapeutic care. Discussion includes a possible pilot area.

Open Forum:

- Guest, Nick Elmes reported about a new virtual education program. The group voiced some concern that this could have a negative outcome for foster youth who the school system does not want to have to deal with in the classroom.
- From SW region, need to explore options to support and provide advocacy to the parents of foster youth.
- From NE region discussion regarding the requirement of some circuit forcing the pre adoptive parents to sign a post adoption agreement as a condition to move forward with the adoption. Also question about the subsidy agreements after age 18.
- Form Jackson County wanted clarification regarding SB819. Requested to make it an agenda item for the March 2019 meeting. Also, a contractor is not paying same mileage reimbursement as outlined in the Child Welfare Manual. Sheila Tannehill will follow up.
- Questions regarding the status of an Informed consent FAQ document

Handouts provided at this meeting:

List of memos published since last meeting 9/4/18

Copy of 2 new forms regarding sharing medical history; Monthly Medical Log CD-265 and Health Information Summary, CD-264

Copy of new form, Resource Parent Acknowledgment form, CD-108

Copy of Assessing Criminal History memo draft

Elizabeth Tattershall will email the following to the board members:

- Roles and Responsibilities document from Court Convening meetings
- Assessing Criminal History for Resource Licensing and Approval
- National Training Development Curriculum documents (PowerpOint and list of themes that will be included in the curriculum) referenced in Amy Martin's presentation
- The Guide for Relative Providers referenced in the workgroup update regarding relative support
- The dates of the Family First Legislation gatherings to be scheduled for January 2019

Meeting was Adjourn at 2:40 PM by Dan Lopez

Next Meeting: March 5, 2019

10:00 am to 3:00 pm

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