

OKLAHOMA COMMISSION ON CHILDREN AND YOUTH

State Post Adjudication Review Advisory Board
Honorable Dynda Post, Chair
Friday, November 14, 2014, 10:30 a.m.
Oklahoma Commission on Children and Youth Conference Room
1111 North Lee Avenue, Suite 500
Oklahoma City, OK 73103

Next Scheduled Meeting Date: February 20, 2015

MEETING NOTICE AND AGENDA

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| 1. | Call to Order, Determination of Quorum and Compliance with Oklahoma Open Meeting Act | 5 min. | Honorable Dynda Post |
| 2. | Introduction of the Members and Guests, Public comments | 2 min. | Honorable Dynda Post |
| 3. | Review and Approval of the Meeting Minutes of August 15, 2014
<i>Discussion and possible action</i> | 5 min. | Honorable Dynda Post |
| 4. | Statewide Training and Regional Training for Calendar year 2015
<i>Discussion and possible action</i> | 15 min. | Training Committee Report |
| 5. | 2015 State Post Adjudication Review Advisory Board meeting dates | 5 min | Sara Vincent |
| 6. | Overview of the PARB New Member Training | 30 min. | Lou Truitt-Flanagan |
| 7. | Coordinator's Report | 5 min | Sara Vincent |
| 8. | Child Death Review Board report | 5 min. | Jay Scott Brown |
| 9. | Oklahoma Commission on Children and Youth report | 5 min. | Jay Scott Brown |
| 10. | Presentation of Governor's Commendation to the Honorable April Sellers-White | 5 min | Honorable Dynda Post |
| 11. | New Business
Business which was not known nor could have been known through exercise of due diligence at the time of the posting of this agenda | 5 min. | Honorable Dynda Post |
| 12. | Adjournment | 1 min. | Honorable Dynda Post |

Oklahoma Commission on Children and Youth
1111 N Lee Avenue, Suite 500
Oklahoma City, Oklahoma 73103

STATE POST ADJUDICATION REVIEW ADVISORY BOARD
Edward L. Gaylord Downtown YMCA Fifth Floor Conference Room
500 N. Broadway Ave.
Oklahoma City, OK 73102
Friday, August 15, 2014

MINUTES

1. Call to Order and Roll Call

The meeting was called to order at 10:40 a.m. by Chairman, Honorable Dynda Post. Determination of quorum was established for members present and the board was in compliance with notice and agenda requirements of the Oklahoma Open Meeting Act. Members present were: Jay Scott Brown, Millie Carpenter, Carol Collins, James Cooper, Clara Cunningham, Greg Delaney, the Honorable AJ Henshaw, Melanie Johnson, Cindy Nocton, Mary Jo Wimbish, Greg Parks, the Honorable Kyle Haskins, Lisa Buck, the Honorable Mark Moore, Holly Morris, the Honorable Dynda Post, Lou Truitt-Flanagan, and the Honorable Pat VerSteege. Members not present were: Carol Bridges, Sandy Brown, Linda McDaniel, David Ross, and Honorable April Sellers-White. OCCY staff present was Sara Vincent, Lisa Smith, Jack Chapman, and Christina Whatley.

2. Introduction of the Members and Guests, Public Comments

Judge Post introduced the Honorable Kyle Haskins from Tulsa County as a new member to the State Advisory Board. It is uncertain if Judge Sellars-White is still an active member of the PARB State Advisory Board. It has been requested that a review of the By-Laws and Statutes be conducted to ascertain membership requirements. It was also discussed to have a luncheon at the November meeting to honor Judge Sellars-White for her years of service.

3. Review and Approval of the Meeting Minutes of May 16, 2014

Greg Delaney moved and the Honorable AJ Henshaw seconded to approve the minutes of the May 16, 2014, State Post Adjudication Review Advisory Board meeting as amended. The majority of members present voted in the affirmative. Motion passed.

4. Committee Report on policy regarding OSBI vs FBI background checks for new PARB members

There was expressed concern over the budgetary limitations vs. the possibility of someone who is serving on a local PARB board who may have a criminal history, especially members who originally resided in another state. It was suggested that the application become an affidavit and that potential members provide the fingerprint background information from the FBI and OSBI with the application. It was stated that there is a private organization in Oklahoma City that provides services to obtain FBI reports for individuals.

Also discussed was the process of prosecution for perjury on an application and the possible obstacles in attempting to prosecute those who committed perjury according to statute. At the prerogative of the Chair, this committee is to be dissolved. Judge Post encouraged that anyone can still make a proposal for a possible solution to this issue.

The Honorable AJ Henshaw moved and the Honorable Mark Moore seconded to change some of the language on the PARB application to ask the question whether the applicant was convicted or pleaded

guilty or Nolo Contendere to a charge other than traffic violation, and whether to attest to a Notary or Judge. Motion passed.

5. Discussion pertaining to the PARB policy regarding Conflict of Interest and the Reappointment of Local PARB members.

Sara Vincent proposed to form a policy committee to review policies for conflict of interest, for background checks, confidentiality, and for the process of reappointment for PARB members and the involvement of judges in the reappointment process. Also to be reviewed by this committee is the member duties and responsibilities as established by policy and statute to ensure that member are in understanding what is expected of them. It was suggested that a possible addition to the policies was to require the applicants to provide a letter of good standing from a qualified organization. Judge Haskins, Lou Truitt-Flanagan, Cindy Nocton, Jay Cooper, and Carol Collins have agreed to participate in the committee. Carol will chair the committee. The committee is to report their findings at the February 2015 meeting.

6. Discussion regarding Statewide Training and Regional Training for calendar year 2015

The Juvenile Personnel Training Program (JPTP) has agreed to provide six trainings statewide for new PARB members and has modified their contract with OCCY to accommodate this agreement. Three of the trainings will be held in Oklahoma City and the other three will be held in Tulsa. JPTP has also agreed to assist with the regional trainings and the statewide conference. JPTP has contracted with Lou Truitt-Flanagan in the development and implementation of the New Member trainings and orientations. Sara has requested that a Training committee be formed to assist Sara in providing a direction of how the trainings will be conducted. Lou has agreed to sit on the committee as the chair. Judge Dynda Post expressed concern that it would be a conflict of interest with Lou contracting with JPTP and her position on the training committee. Jack Chapman explained that the committee's functions was to address issues for future trainings such as the topics in the trainings that are of most value to the PARB members, particularly for the regional trainings and the statewide conferences. He also stated that he felt that Lou's work with JPTP has already progressed in a separate direction; therefore, he did not see a conflict of interest based on those parameters. It has been determined that as long as Lou is not the chair, she can participate in the committee.

Judge Post, Millie Carpenter, Greg Parks, Lou Truitt-Flanagan, and Judge Pat VerSteeg will participate on the committee. Judge VerSteeg will chair the committee. Lou will present an overview of the New Member training at the November 2014 meeting. Lou will send out the copies agenda of the New Members training to the PARB Advisory Board members prior to the next meeting.

7. Discussion regarding the Online Foster Parent Grievance and Retaliation Resolution process

Senate Bill 1793, which makes OCCY the clearinghouse for foster parents' grievances, passed and will go into effect November 1, 2014. Like the Foster Parent Mediation Program, the online grievance process will also fall under the banner of PARB. Jack and Lisa Smith stated what the plans were to implement the process, which include presentations in partnership with the Office of Client Advocacy (OCA) to promote and encourage the utilization of the program by foster parents. A website is being created specifically for the grievance process. A presentation will be given to the Foster Parent Association and to have the information also be included on the Association's website.

8. Coordinator's Report

A handout was given in the meeting packets. It gave a timeline of the events that have taken place in the preparation of the Online Foster Parent Grievance and Retaliation Resolution process and the new PARB app, the preparation and implementation of the PARB Conference, the observation of several county PARB boards, and the participation in meetings for various other programs and organizations. It also listed the new appointments to various county PARB boards. The ongoing activities listed are the

development and establishment of the Online Foster Parent Grievance and Retaliation Resolution process, and the development of the agendas for the 2015 New Member trainings and the regional trainings.

9. Child Death Review Board Report

CDRB meets a semi-annually with the Domestic Violence Fatality Board. On average, thirty-five participants, professionals of varying fields such as law enforcement and health providers, attend the joint meeting.

The CDRB case manager, Nicole Chasteen, has resigned from her position. Currently, résumés are being accepted for the position until August 25, 2014.

Jay Scott Brown presented windshield visors that promote hot car safety to the group. In partnership with Suds Car Wash and a local real estate agent, Jay formed a Safe Kids Club. As part of the promotion of the hot car safety, Jay had the windshield visors created as a reminder not to leave children locked in a car. Jay stated that he will sell the visors at cost and use the money to have more visors made.

10. Oklahoma Commission on Children and Youth Report

The Multidisciplinary Teams (MDT) oversight and training responsibilities, by legislation, has been moved from the Child Abuse Training and Coordination Council (CATCC) of the State Health Department to the Office of Planning and Coordination (P&C) of OCCY. The statutes still states that the CATCC is still in effect at the State Health Department which may have put a hold on the transfer of some of the funding from the Health Department to OCCY.

OCCY did not suffer any budget cuts for FY2015. With careful planning with the budget, OCCY was able to give raises to its employees.

The PARB app was presented to the Commissioners and the OMES director, Preston Doerflinger. There was positive feedback in regards to the app. Assistant Attorney General, Grant Moak, will be double-checking to ensure that the app does not pose a risk to confidentiality.

11. Child Abuse Training and Coordination Council Report

Please see #10.

12. New Business

Judge Post received the statistics of abuse/neglect cases and average length of stay in out-of-home care from Millie Carpenter and shared this information with the board. In the last fiscal year, there were over 14,000 confirmed child abuse/neglect cases which is a 21% increase from prior years. The statistics also show that the average length of stay in out-of-home care has decreased just slightly. Currently, there are over 12,000 children in out-of-home care.

Millie stated that Child Welfare is planning to implement some preventative services using Title 30 money. It would create more intensive services and safety protocols for families to utilize as a possible alternative to removal of children from homes.

Another possible alternative to foster care while DHS is managing cases is guardianship. The positives and the negatives were discussed such as whether the guardians would be the proper choice in the best interests of the child or children. Other concerns were noted such as lack of legal resources for the families, lack of information given to judges about the perspective guardians, and staff turnover. The Family Centered Services is a new service that is administered on a volunteer bases for county courts to

partner with DHS to help provide services to families and attempt to avoid placing children in out-of-home foster care. Rogers County is one of the counties volunteering for the program.

No other business was discussed.

13. Adjournment

The meeting was adjourned at 12:37 p.m.



Post Adjudication Review Board's of Oklahoma Coordinator's Report August 18, 2014, through November 7, 2014

Below is a list of the Post Adjudication Review Board Coordinator's activities since August 18, 2014.

- August 22, 2014, Met with Dr. Parks regarding the Oklahoma County PARB program
- August 28, 2014, Facilitated the Bryan County PARB Regional Training
- September 2, 2014, Met with Brian Kretchmar from the Oklahoma Department of Human Services (OKDHS) Office of Client Advocacy (OCA) regarding the development and establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- September 3, 2014, Observed the Oklahoma County DV PARB meeting
- September 4 and 5, 2014, Attended the Oklahoma Child Abuse and Neglect (CCAN) Conference
- September 16 and 17, 2014, Attended the Oklahoma Institute for Client Advocacy (OICA) Fall Conference
- September 19, 2014, Presented information regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process at the OCCY Commission meeting and participated in the Court Improvement Program (CIP) ICWA workgroup conference call regarding the development of a Judicial Pre-Test relating to the compliance with the ICWA
- September 24, 2014, Met with Dan Ingram, Office of Management and Enterprise Services (OMES) and Anthony Kibble, OCCY Program's Manager regarding the Safe Families Interim Study
- September 25, 2014, Facilitated the Payne County PARB Regional Training
- September 29, 2014, Met with Dan Ingram and Sharjoo Shaw, OMES regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- October 1, 2014, Facilitated the Oklahoma County DV PARB meeting and met with Sue Tate, Administrative Office of the Courts (AOC) Early Settlement Program, and Kathryn Brewer, OKDHS OCA regarding the Foster Parent Mediation Program and the Online Foster Parent Grievance and Retaliation Resolution process
- October 2, 2014, Facilitated the Oklahoma County PARB #13 meeting
- October 6, 2014, Facilitated the Oklahoma County ICWA PARB meeting
- October 7, 2014, Facilitated the Comanche County PARB Regional Training
- October 8, 2014, Observed the Sequoyah County PARB meeting
- October 9, 2014, Facilitated the Oklahoma County Delinquent PARB meeting
- October 14, 2014, Participated in the OCCY Chili Cook-Off fund raiser for the Oklahoma State Charitable Campaign
- October 15, 2014, Presented information regarding the Office of Juvenile System Oversight (OJSO), Foster Parent Mediation Program, and the Online Foster Parent Grievance and Retaliation Resolution process at the Safe Families Interim Study
- October 16, 2014, Met with Dan Ingram, OMES regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- October 17, 2014, Met with the OCCY Office of Planning and Coordination personnel and James McKenzie, NRCYS regarding the 2015 PARB Regional Training schedule

- October 18, 2014, Facilitated Oklahoma County PARB #7 meeting
- October 20, 2014, Met with Dan Ingram, OMES regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- October 22, 2014, Met with Dan Ingram, OMES regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- October 23, 2014, Facilitated the Tulsa County ICWA PARB Training
- October 24, 2014, Met with Anthony Kibble, OCCY Program Manager and Dr. Parks regarding the 2015 PARB Regional Training schedule
- October 27, 2014, Met with Dan Ingram, OMES regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- October 28, 2014, Attended meeting with OKDHS OCA and Office of Business Quality (OBQ), OMES, and OCCY personnel regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- October 29, 2014, Participated in the Court Improvement Program (CIP) ICWA workgroup conference call regarding the development of a Judicial Pre-Test relating to the compliance with the ICWA
- October 30, 2014, Participated in the Oklahoma County 55H Child Welfare Services Self-Assessment
- November 3, 2014, Met with Dan Ingram, OMES regarding the establishment of the Online Foster Parent Grievance and Retaliation Resolution process
- November 4, 2014, Received and forwarded the first Online Foster Parent Grievance to the OKDHS OCA
- November 5 and 6, Participated in the OCCY Leadership Development for Supervisors Training

ON GOING ACTIVITIES:

Development and establishment of the Online Foster Parent Grievance and Retaliation Resolution process.

Development of the 2015 PARB New Member Training and Regional Training schedule with the NRCYS.

THE FOLLOWING APPOINTMENTS HAVE BEEN MADE TO LOCAL BOARDS

Rogers County

Jim Anderson

Oklahoma County

Lydia Vaquera

Blaine County

Carrie Compton

Pottawatomie County

Leslie Fletcher

Bryan County

Scotti Fralicks

Tulsa County

LaShawn Baker

Kelly Mounce

Mary Plank

Sage Martin