



District of Columbia, CITIZEN REVIEW PANEL

May 1, 2020 - April 30, 2021

Annual Report



Table of Contents

- I. Introduction/Overview
 - II. Impact of Covid-19 Pandemic and Various Crisis In DC
 - III. CRP Activities, Accomplishments and Challenges
 - IV. Status of Working Groups
 - Positive Toxicology Screen of Newborns
 - Older Youth Working Group
 - V. Future Directions/Next Steps
 - VI. Summary Conclusion
- Appendix A – Appointment of Chairperson
- Appendix B – Members Roster
- Appendix C – Procedure for Appointment by DC City Council
- Appendix D – CRP 2020-21 Work Plan
- Appendix E – Minutes of 2020-21
- Minutes of May 2020
 - Minutes of July 2020
 - Minutes of Sept 2020
 - Minutes of Nov 2020
 - Minutes of January 2021
 - Minutes of March 2021

I. INTRODUCTION/OVERVIEW

The District of Columbia's Citizens Review Panel (DC-CRP) should consist of fifteen (15) volunteer citizens who possess a breadth of expertise and knowledge in child welfare practice, law, social work, education, and technology among other areas. The primary responsibility of DC-CRP is to provide guidance, support, and recommendations to government and non-government agencies that work within the child welfare system.

As we look back over the past twelve months, DC-CRP reflects on the profound resiliency of the volunteers, the child welfare system, and stakeholders to adapt to changes brought on by the Covid-19 pandemic. We remain committed amid a deadly global health crisis, severe unemployment that has impacted our communities, and violent disruptions in our Nation's Capital. Despite these challenges, this annual report will document the various activities and accomplishments of the DC-CRP during the period of May 1, 2020 and April 30, 2021. The Child Abuse Prevention and Treatment Act (CAPTA), and DC Code: § 4-1303.51 which established the DC-CRP, mandates this report is prepared and sent to the Department of Health and Human Services (DHHS), DC Child and Family Services Agency (CFSA), DC Mayor, DC Council City Counsel, and community stakeholders. The annual funding amount has been consistent at \$42,887. Funds are dispersed through grant DCRL-2017-U-0030 awarded by CFSA to the Center for Child Protection and Family Support (CCPFS), a community-based non-profit agency in the District of Columbia. CCPFS serves as the Facilitator for DC-CRP. In general, this report will discuss topics such as: (1) appointment of a new CRP Chairperson; (2) membership status; (3) impact of Pandemic; (4) administrative activities; (5) accomplishments and challenges; (6) the status of two working groups; (7) future directions; and (8) summary conclusion.

II. IMPACT OF COVID-19 PANDEMIC AND VARIOUS CRISES IN THE DISTRICT OF COLUMBIA

For over a year, the CRP has been greatly impacted by restrictions related to Covid-19 Pandemic. This has impacted our fiscal picture, membership status, program implementation, and coordination with CFSA. As a result of the pandemic, the CRP National Conference was cancelled, and bimonthly panel meetings were held virtually. The CRP canceled plans for developing a community forum. In addition to the global health crisis, DC was slammed by social injustice demonstrations and violent protests; insurrection at the Capitol on January 6th; Presidential Inauguration; and most recently the attack on Capitol Hill police officers. These conditions have magnified the need for concerns about the safety of children and youth. With schools being closed, children are not visible for protection and this has reaffirmed the importance of working with CFSA.

III. CRP ACTIVITIES, ACCOMPLISHMENTS AND CHALLENGES

On June 15, 2020, Tracy Hamilton was appointed Chairperson by the Mayor of the District of Columbia. See Appendix A for the Mayor's Order 2020-072. She is serving at the pleasure of the Mayor and will assume leadership to ensure quality of services of the CRP. Specifically, she provides oversight of the bi-monthly panel meetings, ensures that the By-Laws are carried out as expected, and she offers guidance to projects implemented by the working groups. She is a Licensed Clinical Social Worker in the District of Columbia, and her undergraduate education is from the University of the District of Columbia (UDC). She received her master's degree from Catholic University. Currently, she is a Clinical Manager at District Healthcare Services.

As of April 1, 2021, there are nine appointed CRP panel members. There are two vacant positions on the Mayor's side, and four vacant positions awaiting appointment from DC City Council. See Appendix B for the membership roster. Joy Graham resigned on May 1, 2020 and Emily Goering Smith resigned from the panel on March 12, 2021. Both expressed the desire for change as their reasons for leaving the CRP. Though we have two potential candidates that have completed the necessary application forms and have expressed interest in joining the CRP, there has been no movement for appointments. This is a major concern that challenges the operation of the CRP.

With the appointment of a new chairperson, there were opportunities to strengthen the infrastructure of the panel. Activities included revision of the CRP By-Laws, seeking clarity about City Council appointments, and beginning to strengthen the communication with CFSA. If there is one thing to get right and keep up-to-date, it is the By-Laws. While this had not been updated in several years, with assignment of new leadership, it became imperative that By-Laws must be understood and communicated effectively to all persons involved with the CRP. There were numerous reviews, discussions, and revisions by all panel members. As of early May 2020, the CRP had completed the revision of the By-Laws and it was approved by the Office of General Counsel of CFSA. A copy is posted on the website (www.dc-crp.org). A second significant achievement was to get a written statement of the process and timeline of appointments conducted by DC City Council. Understanding the step-by-step process is critical for recruitment of new members. The Chair of DC City Council is responsible for scheduling the hearings, reviewing the resumes, and posting the proposed appointment on the DC Register. This procedure is also posted on the CRP website for review by interested candidates (See Appendix C).

Primary activities of the CRP occur at the full panel meetings which were held bi-monthly, and this provides an opportunity for members to hold a more in-depth discussion on critical child welfare issues. At these meetings, we have guest presentations and updates on the policies and

practices of CFSA. These virtual meetings operate in compliance with the DC Open Meeting Act (www.open-dc.gov/open-meetings-act).

Another key accomplishment was the completion of updating CRP's website. Though an independent consultant assisted with the design, vital input was provided by panel members. The work plan/timeline documents the sequence of CRP activities (See Appendix D).

The above-mentioned accomplishments are mitigated by challenges that impact the operations of the CRP. There are three significant challenges that were experienced during this period. The first is the decreasing number of panel members, and the second is the limited ability to replace them. Due to the on-going demands in DC, both the MOTA and DC City Council have not made any new appointments in over a year. Currently, there are nine appointed CRP panel members which mean there are six unfilled positions. There are two vacant positions on the Mayor's side, and four vacant positions awaiting appointment by DC City Council. An official roster is maintained to document and track the demographic status of CRP members. Information is available on the names, email addresses, ward with-in the city and dates of approval by either MOTA or resolution by the DC City Council. The third challenge is the need to strengthen coordination to enhance the working relationship between panel members and staff of CFSA. To address this challenge, a Memorandum of Agreement (MOA) is being written to spell out specific expectations of both parties. It is hopeful as the city becomes fully vaccinated, opportunities will improve for recruitment and appointment of new members.

IV. STATUS OF TWO WORKING GROUPS

Each CRP member is required to participate in a project to evaluate CFSA policies and practices. There are two such groups, one group focuses on the wellbeing of newborns that are referred to CFSA due to the presence of drugs or alcohol in their system, and the other group focuses on older youth. At this point in time, it is too early for a completed report or recommendations to CFSA from both groups. Details about the overall progress and activities of the Working Groups can be found in minutes (See Appendix E). Below are summary statements of the current research projects.

POSITIVE TOXICOLOGY SCREEN OF NEWBORNS

The Comprehensive Additions and Recovery Act (CARA) that was authorized in 2016 during the Obama Administration, "requires states to support and address the needs of infants born and identified as being affected by substance abuse or withdrawal symptoms resulting from prenatal drug exposure or Fetal Alcohol Spectrum Disorder (FASD)".¹ CFSA developed an intervention plan to track and monitor the services provided to substance using new mothers and their babies.

¹ DC Child and Family Services Agency, 2021: CARA FY 2020 Quarters Three-Four Referral Review.

CFSA identifies children referred to them because of positive toxicology screens at birth as *Special Investigation Types*. The toxicology screens include testing for crack cocaine, phencyclidine (PCP), methamphetamine, poly drug use, and Cannabis, also known as marijuana. The District of Columbia has decriminalized possession of up to two ounces of marijuana for persons over the age of 21. The new law becomes effective on February 26, 2015 and the use of marijuana increased and is more socially acceptable. Yet, it is critical to fully understand the implications of this policy and the impact on an existing vulnerable population already at increased risk for child maltreatment.

This proposed new CRP Working Group will focus on the factors that contribute to maternal substance abuse, which leads to a positive toxicology screen of newborns. The Chair of this group is Dr. Katrina Floyd, and the other members are Shana Bartley, Maura Gaswirth, and Elizabeth Corson Mohler. These panel members expect to examine case management plans, family history of prior CFSA involvement, and type of interventions provided. Descriptive data will document referral sources, family structure, ethnicity, and geographic locations. The intent of this study is to identify best practices, strategies, and models of intervention. Outcome expectations are to gain a deeper understanding of the dynamics of the problem and increase knowledge to enhance delivery of case management services and decrease likelihood of families reengaging with CFSA. This working group is in the early stage of development; thus, a more detailed abstract is in progress.

OLDER YOUTH WORKING GROUP

The Older Youth Services Working Group (OYSWG) was formed out of a concern that youth aging out of care are sorely lacking in concrete skills critical to successful independence. We note that this is not unique to DC. The Chair of this group is Rick Bardach and other members are Megan Conway, Patrick Foley, and Sherrill Taylor.

From August through December 2019, the group sought to learn how CFSA seeks to prepare youth aged 15-21 who are in foster care for independence. The OYSWG met with Director Donald, Assistant Deputy Tanya Trice who oversees the Office of Youth Empowerment (OYE), and Nicole Broome who manages the aftercare program and aging out meetings. The Group interviewed incoming OYE Director Asante Laing, two case-carrying social workers for older youth, and six guardian's *ad litem*. The group reviewed selected case files at the OYE to become familiar with case management of these youth. The Group met with the team responsible for conducting Quality Service Reviews and reviewed several QSR reports for older youth.

After completing this background research, the Group met, discussed the Agency's areas of strength and concern with respect to preparing youth for independence, and identified priority

areas to guide the its work going forward. The Group found that older youth leave the system needing additional resources for housing, financial readiness, educational support, and services to assist youth with children. In view of these concerns and opportunities, the group decided to attempt to shed light on the nature, quality and results of services provided to youth aged 15-21 in these areas - beginning with educational/vocational achievement (diploma, GED, trade certification) and financial readiness.

From January to April 2020, the Working Group devised and circulated a project proposal to guide the research and report. The Working Group made requests for data and information in May 2020, along with a timeline for the rest of the research. As mentioned earlier in the report, the Working Group originally planned to conduct all its Agency interviews in May, to prepare and collaborate with the Agency over the summer to conduct focus groups in September 2020, and to submit a draft report to CFSA by December 1, 2020. Due to the COVID-19 pandemic, the group had to rework its plans for interviews and focus groups and had less volunteer time to devote to this project. The Group had considerable communication difficulties with the Agency during this period that took away from the volunteer time available to produce meaningful work.

Nonetheless, the Working Group worked to develop new methods to obtain the critical information. The group submitted two substantial data and information requests to the Agency and received and reviewed the information requested. The Group interviewed the Community Area Asset Builders, the organization with which CFSA contracts for its financial readiness programming. The Group conducted three more interviews with Agency staff, interviewed seven youth in care, and surveyed eight foster parents who care for older youth.

Currently, the Group is working on compiling its report to encapsulate the research conducted and recommendations devised.

V. FUTURE DIRECTIONS/NEXT STEPS

Forecasting the future direction of the DC-CRP is full of unknowns and uncertainties. Nevertheless, the recruitment, appointment, and retention of a full fifteen-member panel of committed volunteers should be a top priority. Once the global pandemic is resolved, hopefully, there will be increased interest in qualified DC residents to seek volunteer appointments to the CRP. A new recruitment and outreach plan will be developed and posted on the CRP website. A second pending effort is to build into the future directions of the CRP is to foster clear communications with CFSA. Plans are in place for the development a Memorandum of Agreement (MOA) to clarify the expectations of both CFSA and the CRP. This will be an important tool to promote coordination and improved communications. The third most significant task in the coming year is the selection of a new Facilitator to support the work of the CRP. It is anticipated that a Request for Proposal (RFP) will be issued by CFSA in FY 2022 for the identification and selection of a new qualified vendor that will be critical for the future

direction of the CRP. The Center for Child Protection and Family Support has served as the Facilitator since 2012. There have been many lessons learned, and insights about the operation of the DC CRP. This is a critical component of the CRP because the Facilitator has fiduciary responsibilities of CRP funds, has a direct contact to the CFSA grant monitor, is responsible to maintain the website, and serves as the point of contact to MOTA and DC City Council.

VI. SUMMARY CONCLUSION

This report documents the activities and accomplishments of the CRP for the period of May 1, 2020 to April 30, 2021. The adverse impact of COVID-19 and the resulting economic hardships are widespread, but most prevalent in families known to the child welfare systems.

The intent of the CRP is to provide an external perspective on the efficacy of policies and procedures, practices, and programs of the child welfare system in the District of Columbia. This is pursuant to (a) The State plan required by section 106(b) of the Child Abuse Prevention and Treatment Act, approved April 25, 1988 (102 Stat. 110; 42 U.S.C. § 5106A(b)); and (b) The child protection standards set forth in section 106(b) of the Child Abuse Prevention and Treatment Act, approved April 25, 1988 (102 Stat. 110; 42 U.S.C. § 5106A(b)).

Unfortunately, challenges as mentioned in the earlier sections of this report has slowed outcomes for quality evaluation of the DC child welfare system. To begin with, this is an enormous expectation for volunteers to accomplish, and when there are obstacles such as the pandemic; fewer volunteers; barriers to information gathering; and communication difficulties, the goal of evaluation of child welfare policies can be hampered. As one panel member stated, “I think we have always struggled as a body with effectiveness, partially because the CRP is a group of volunteers and partially because we have needed more resources related to facilitation and capacity building. The District needs a true external accountability body as it relates to CFSA and the CRP is not able to function in that role due to how it is structured.” The loss of the CRP Resource Center at the University of Kentucky and the cancellation of the National Conference (due to the pandemic) has limited opportunities for networking, educational forums, and the ability for dialoging with other CRP members on a national level.

In the best-case scenario the DC-CRP needs to have a full panel of fifteen (15) sworn-in members by MOTA and DC City Council.

Appendix A – Appointment of Chairperson

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2020-072 June 15,
2020

SUBJECT: Appointment— Citizen Review Panel for Child Abuse and Neglect

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Official Code 1-204.22(2) (2016 Repl.), and in accordance with sections 351 and 352 of the Prevention of Child Abuse and Neglect Act of 1977, effective April 12, 2005, D.C. Law 15-341, D.C. Official Code ssss 4-1303.51 and 41303.52 (2019 Repl.), it is hereby ORDERED that:

1. TRACY HAMILTON, is appointed as a member of the Citizen Review Panel for Child Abuse and Neglect (the "Panel"), filling a vacant seat, for a term to end September 24, 2021.
2. TRACY HAMILTON is appointed as Chairperson of the Panel, and shall serve in this capacity at the pleasure of the Mayor.
3. EFFECTIVE DATE: This Order shall become effective immediately.



MURIEL BOWSER
MAYOR

ATTEST:



KIMBERLY A. BASSETT

SECRETARY OF STATE OF THE DISTRICT OF COLUMBIA

Appendix B – Members Roster

Name	E-mail	Telephone	Address	Working Group Assignment	Initial Appointment Date	Reappointment Date	Approved by Mayor	Approved by City Council
Tracy Hamilton Chairperson	tmhamilton23@gmail.com	202-556-9235	5056 Kimi Gray Ct. SE Washington, DC 20019		June 15, 2020		x	
Shana N. Bartley <i>(Ward 6)</i>	Shana.bartley@gmail.com shana.bartley@dcbc.dc.gov	240 271-9502	1000 New Jersey Ave. SE, Apt 323 Washington, DC 20003		June 5, 2018			x
Rick Bardach Treasurer <i>(Ward 6)</i>	rrickbar@aol.com rick.bardach@dcbc.dc.gov	202-554-8282 h 202-256-6868 c	560 N St. SW, #N-602 Washington, DC 20024	Youth Aging Out	September 17, 2012		x	
Sherrill P. Taylor <i>(Ward 5)</i>	sptaylor40@verizon.net sherrill.taylor@dcbc.dc.gov	202-667-9620	124 S Street NW Washington, DC 20001	Youth Aging Out	November 2013	September 17, 2018	x	
Megan Conway <i>(Ward 5)</i>	meganm.conway@gmail.com megan.conway@dcbc.dc.gov	847-702-0398	151 Rhode Island Ave. NE Washington, DC 20002	Youth Aging Out	May 19, 2017		x	
Maura Gaswirth <i>(Ward 5)</i>	mauragaswirth@gmail.com maura.gaswirth@dcbc.dc.gov	202-680-2482	2610 Myrtle Ave, NE, Washington, DC 20018	In-home Care	May 19, 2017		x	
Patrick Foley <i>(Ward 5)</i>	PatrickFoley156@gmail.com patrick.foley@dcbc.dc.gov	202 222-5399	4631 12th Street, NE Washington, DC 20017		June 5, 2018			x
Elizabeth Corson Mohler <i>(Ward 3)</i>	ecmohler@yahoo.com elizabeth.corsonmohler@dcbc.dc.gov	213 324-6205	2939 Van Ness St, NW Washington, DC 20008		June 5, 2018			x
Katrina Floyd	Katrinafloyd1724@comcast.net	202-841-6427	1724 Webster St, NE, Washington, DC 20017		June 28, 2019		x	

Appendix C – Procedure for Appointment by DC City Council

District of Citizen Review Panel Procedure for Appointment by DC City Council Resolution

Introduction

The **City Council of the District of Columbia** is the legislative branch of the government of the [District of Columbia](#), and based on DC STATUE § 4-1303.52, which discusses panel membership, seven members shall be appointed by the Council by resolution.

In General, the procedure is as follows:

1. Resumes of eligible candidates, who are residents of the District of Columbia, must be forwarded to staff legislative policy advisor Blaine Stum in the Office of Chairman Phil Mendelson.
2. The resumes should be accompanied with two letters of recommendations to document background, knowledge, skills, and interest in serving vulnerable children.
3. DC Council will conduct an internal scan to vet the eligible candidate.
4. It is important to document that there are no DC tax liabilities or other outstanding legal issues.
5. A date is set to conduct the hearing and the notice is placed in the DC Register for a period of two weeks.
6. The DC Council Committee of the Chair conducts a public hearing with the candidates which is presented before the Council.
7. The public has two-weeks to comment on any discrepancies before there is the mark-up by the DC City Council.
8. If all conditions are satisfactory, then the DC Council will notify the candidate about resolution of the appointment.
9. The CRP Chair and point of contact (Facilitator) is notified about approval by resolution.
10. The candidate is then sworn in by the Mayor Office on Talent and Appointments.

Appendix D – CRP 2020-21 Work Plan

Activities	2020										2021		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Execution of third option year for grant DCRL-2017-U-0030 Mod.0001 (3/12/20)													
<ul style="list-style-type: none"> 2020 CRP budget was requested, submitted, and approved by CFSA. (3/12/20) 	x												
<ul style="list-style-type: none"> Executed Grant Agreement between CFSA and CCPFS is signed by contract officer. (3/13/20) 	x												
<ul style="list-style-type: none"> Continue to review and make final revisions on DC-CRP By-Laws 		x											
<ul style="list-style-type: none"> Modified work plan to adjust to Covid-19 Pandemic 		x											
<ul style="list-style-type: none"> Submit the invoice to DC Vendor in accordance with grant agreement (4/14/20) 		x											
Annual report to HHS & CFSA (5/1/2020)		x											
<ul style="list-style-type: none"> Facilitator to draft annual report for review and approval of CRP Acting Chairperson 		x											
<ul style="list-style-type: none"> Final technical edit and format of report 		x											
<ul style="list-style-type: none"> Forward annual report to CFSA, DC City Council members and community stakeholders 			x										
CRP By-Laws approval of CFSA General Council (April 30, 2020)			x										
<ul style="list-style-type: none"> Conference call to MOTA regarding By-Laws 			x										
<ul style="list-style-type: none"> Post By-Laws on website 			x										
1st Bi-Monthly Meeting (May 12, 2020)			x										
<ul style="list-style-type: none"> Schedule ZOOM meeting and send invitation to panel members and guests 			x										
<ul style="list-style-type: none"> Confirm meeting agenda 													

Activities	2020										2021		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<ul style="list-style-type: none"> Send Public Notice to Grant Monitor for posting on DC Register and CFSA website 		x											
<ul style="list-style-type: none"> Implement virtual meeting, record content, and prepare minutes 			x										
<ul style="list-style-type: none"> Support, participate and send minutes to Chairperson for review and approval 													
<ul style="list-style-type: none"> Post minutes on website 				x									
<ul style="list-style-type: none"> Resource Identification (Ongoing) 													
Older Youth Working Group													
<ul style="list-style-type: none"> Review project proposal from Chairperson 	x												
<ul style="list-style-type: none"> Facilitator to develop consent form for youth 		x											
<ul style="list-style-type: none"> Update website regarding Older Youth working group 					x								
<ul style="list-style-type: none"> Set up individual virtual meetings with panel members and youth 			x	x	x	x	x	x					
<ul style="list-style-type: none"> Purchase gift card incentives for youth 			x										
Participate in Swearing-in Ceremony for new CRP Chairperson (June 15, 2020)				x									
<ul style="list-style-type: none"> Conduct weekly leadership coaching sessions with CRP Chairperson 				x	x	x	x	x	x				
2nd Bi-Monthly Meeting (July 14, 2020)													
<ul style="list-style-type: none"> Schedule ZOOM meeting and send invitation to panel members and guests 			x										
<ul style="list-style-type: none"> Confirm meeting agenda 			x										
<ul style="list-style-type: none"> Send Public Notice to Grant Monitor for posting on DC Register and CFSA website 			x										
<ul style="list-style-type: none"> Implement virtual meeting, record content, and 			x										

Activities	2020										2021		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
prepare minutes													
<ul style="list-style-type: none"> Support, participate and send minutes to Chairperson for review and approval 				x									
<ul style="list-style-type: none"> Resource Identification (Ongoing) 				x									
<ul style="list-style-type: none"> Post minutes on website 													
<ul style="list-style-type: none"> Finalize minutes after approval and post on CRP website (10/30/2019) Submit invoice 													
3rd Bi-Monthly Meeting (September 8, 2020)							x						
<ul style="list-style-type: none"> Schedule ZOOM meeting and send invitation to panel members and guests 			x										
<ul style="list-style-type: none"> Confirm meeting agenda 							x						
<ul style="list-style-type: none"> Send Public Notice to Grant Monitor for posting on DC Register and CFSA website 							x						
<ul style="list-style-type: none"> Implement virtual meeting, record content, and prepare minutes 							x						
<ul style="list-style-type: none"> Support, participate and send minutes to Chairperson for review and approval 								x					
<ul style="list-style-type: none"> Resource Identification (Ongoing) 								x					
Facilitator Meeting with CFSA Grant Monitor (September 14, 2020)							x						
<ul style="list-style-type: none"> Develop Facilitator Job Description 									x				
<ul style="list-style-type: none"> Develop protocol on channels of communication 								x					
<ul style="list-style-type: none"> Draft Budget of FY 2022 and send to CFSA 							x						
<ul style="list-style-type: none"> Participate in ZOOM meeting with MOTTA and CFSA 							x						
ZOOM Planning Meeting to Establish New Working Group (September 29, 2020)							x						

Activities	2020										2021		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
• Selection of Chair for new working group								x					
• Participate in project development meeting			x					x		x			
Program and Administrative Deliverables	x	x	x	x	x	x	x	x	x	x	X	x	x
• Serve as CRP’s fiscal agent with minimal finance and administrative charge	x	x	x	x	x	x	x	x	x	x	X		
• Respond to emails and phone calls (ongoing)				x			x			x		x	x
• Create and maintain a filing system on CRP materials (ongoing)	x		x		x		x		x		x		
4th Bi-Monthly Meeting (November 10, 2020)									x				
• Schedule ZOOM meeting and send invitation to panel members and guests			x										
• Confirm meeting agenda									x				
• Send Public Notice to Grant Monitor for posting on DC Register and CFSA website									x				
• Implement virtual meeting, record content, and prepare minutes									x				
• Support, participate and send minutes to Chairperson for review and approval										x			
• Resource Identification (Ongoing)										x			
Prepare Quarterly Fiscal Report	X			x			x			x			
• Forward to CRP Treasurer and CFSA	X			x			x			x			
5th Bi-Monthly Meeting (January 12, 2020)									x				
• Schedule ZOOM meeting and send invitation to panel members and guests			x										
• Confirm meeting agenda											x		
• Send Public Notice to Grant Monitor for posting on DC Register and CFSA website											x		

Activities	2020										2021		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<ul style="list-style-type: none"> Implement virtual meeting, record content, and prepare minutes 											X		
<ul style="list-style-type: none"> Support, participate and send minutes to Chairperson for review and approval 												X	
<ul style="list-style-type: none"> Resource Identification (Ongoing) 											X		
Special Meetings with Facilitator, CFSA and CRP Chairpersons							X				X		
<ul style="list-style-type: none"> Address issues related to code of conduct 													
<ul style="list-style-type: none"> Discuss MOU options between CRP and CFSA 												X	
<ul style="list-style-type: none"> Participate in CFSA Stakeholder Forum 											X		
Facilitator Annual Report (January 15, 2021)											X		
6th Bi-Monthly Meeting (March 9, 2021)												X	
<ul style="list-style-type: none"> Schedule ZOOM meeting and send invitation to panel members and guests 			X										
<ul style="list-style-type: none"> Confirm meeting agenda 												X	
<ul style="list-style-type: none"> Send Public Notice to Grant Monitor for posting on DC Register and CFSA website 												X	
<ul style="list-style-type: none"> Implement virtual meeting, record content, and prepare minutes 												X	
<ul style="list-style-type: none"> Support, participate and send minutes to Chairperson for review and approval 												X	
<ul style="list-style-type: none"> Resource Identification (Ongoing) 												X	

March 9, 2020 is the last meeting for this grant year. It is anticipated that CFSA will send a new grant modification and budget request for the new grant period.

Appendix E – Minutes of 2020-21

Minutes of May 2020

Time: 6:30 PM to 8:30 PM

Day: Tuesday

WebEx Platform was used

Virtual attendance

CRP members: Shana Bartley (Vice-Chairperson), Rick Bardach, (Treasurer), Elizabeth Corson Mohler, Megan Conway, Patrick Foley, and Tracy Hamilton.

Absent: Emily Smith Goering, Sherrill Taylor, Joy Graham, and Dr. Sarah Schooler

Guests: Brenda Donald, CFSA Director

Robert Matthews, CFSA Deputy Director

Michele Rosenberg, CFSA Deputy Director

Roni Seabrook, CFSA Grant Monitors

Facilitator: Joyce N. Thomas, Meron Meshesha (provided tech support during the meeting).

Welcome/Introduction

This is the first virtual meeting of grant period FY 2019-2020, and the meeting was called to order at 6:35 PM by Shana Bartley, Vice Chairperson. It was documented that we have a quorum and that the notice of the meeting was posted on the DC Register and CFSA website, thus the requirements for public notification was satisfied. There were no members of the public present. All persons that were present stated via the chat feature of the WebEx meeting platform to adhere to the confidentiality requirements to ensure privacy of client information. The minutes from March 3, 2020 was approved by the members present.

Guest Presentations: Director Brenda Donald and Deputy Director Robert Matthews Brenda Donald, Executive Director of CFSA opened the discussion by providing CRP members with an update on changes to services in response to the COVID-19 outbreak. She indicated that it is essential to begin by identifying all agency services that must continue, then to determine what changes needed to be made to ensure safety for families and workers. The CFSA building is closed to the public, but supervisors and staff are in close communication.

Robert Matthews, Deputy Director of CFSA also participated in the CRP WebEx virtual meeting. All services are fully operating and as much as possible, things are handled remotely. Referrals are received electronically, and virtual meetings are held. Nurses provide support and foster parents training is occurring as much as possible.

Starting from March 16 through April 30, 2020, there were fewer children coming into foster care. As much as possible, staff is in a telework status. Special arrangements are in place to support older youth who may be attending college. They are provided with necessary things such as laptop, emergency housing and resources. Front-line workers conduct assessments of family needs and this is a priority. If workers must do a face-to-face visit, the agency does

provide personal protective gear. This includes gloves, masks, and hand sanitizers. Hotline staff will assess for COVID-19 by asking questions about health status. For example, it is important to ask if anyone in a family has been sick and has a fever. Once a social worker arrives at the scene, they must also assess for COVID-19.

Foster parents are doing a good job of functioning as both parents and teachers. There has been a significant decrease in reports to the hotline and this is primarily because children are not in school. This is a concern to the agency because most CPS reports are from schools. As a snapshot, Director Donald reported the placement issues are steady, in-home cases are most vulnerable, and families need a lot of support. Stress levels are high for parents, especially because there may be three to four young children in a crowded small apartment. As much as possible, mental health services are done through virtual visits. He reported that the courts can conduct some hearings and permanency outcomes are continuing. Reunification and adoption hearings have taken place.

After presentation by Director Donald and Robert Matthews, panel members had an opportunity to ask questions.

Q: What CFSA data exist to document known cases among children, foster parents and/or employees?

A: At the moment, the numbers are relatively low, but the agency protocol requires all known cases to be reported to the DC Department of Health. There has not been a flood of calls about virus victims; we recognize there may be individuals with the virus that are asymptomatic.

Q: What preparation or planning is being done if a second wave of the virus occurs after stores and other facilities are opened?

A: CFSA is in communications with other jurisdictions to identify strategies for reopening and issues related to a surge of new cases. Focus is on preparedness, PPE, and training.

Q: What public awareness efforts are being done relative to the impact of the virus?

A: CFSA mentioned that surrounding jurisdictions (e.g. Maryland and Virginia) have produced some interesting videos and other materials that are being reviewed to consider.

Q: What is happening with younger children as it relates to virus in families?

A: CFSA has not seen much of a change in cases involving young children.

Discussion on the Impact of COVID-19 Pandemic on CRP Activities

Rick Bardach mentioned his recent conversation with Donovan Boyd of MOTA regarding the appointment of the new CRP Chairperson. He informed the panel members that Tracy Hamilton has been approved for the appointment and final clearance is forthcoming. Announcement will be posted in the DC Register when documents are finalized.

Rick then informed the panel about the email he sent out regarding a proposal on the older

Youth Working Group. He also said that the new working group is committed to moving forward to examine the quality and impact of services provided to youth age 15-20.5. A timeline and plans are in place to conduct focus groups on how youth spend this summer. The project is investigating the status of educational/vocational achievements. It is significant to learn which youth get a high school diploma, GED or trade certification. A second concern is the level of financial readiness that is experienced by pre-emancipated youth. Panel members voice concerns about Covid-19. The fear of spreading COVID-19 will reduce opportunities for this working group to meet face-to-face during the summer months. Panel members will have to investigate doing virtual meetings. Now, it is not clear how this can be accomplished. Panel members exchanged ideas about using Zoom or WebEx breakout sessions.

Status of Preparation of 2020 Annual Report

Shana Bartley informed the Panel that the CRP has been granted an extension for the submission of the annual report. The new due date is June 8, 2020. Shana thanked the Facilitator for taking the responsibility of drafting the report.

Joyce Thomas provided an overview of the annual report outline and the information that has been received from several panel members. The first draft of the report is almost complete and panel members will be able to get a draft copy by Friday May 22, 2020 to review.

Treasurer's Report

Rick indicated that he would email the CRP budget for FY 2020-2021 and the final fiscal statement for last year to panel members. The budget for this grant year is \$42,877, which is the same as last year. Due to cancellation of the National CRP Conference, and fewer in-person meetings, there will be a need to reprogram funds.

By-Laws

Shanna reported that the By-Laws have been reviewed by CFSA Office of the General Counsel and comments were incorporated in the document. We are waiting for approval by MOTA and then signatures will be added.

Facilitator's Report

Joyce Thomas reported the following:

- Facilitator informed the panel that she participated in a virtual meeting with MOTA to review procedures for electronic meetings. The focus was on record keeping, public notification, confidentiality, and attendance.
- The website redesign is now complete. The Facilitator recommended the need to establish a CRP technology committee to review the website and recommend update on a regular basis. Regular use of social media will enhance public awareness and community education on various topics.

- An email from MOTA stated “Tracy Hamilton has been fully approved as the Chair of the CRP.” Donovan Boyd is working on getting the approved documents over to the Office of Documents and Administrative Issuances, so that he can get them published in the DC Register. Hopefully, this can be done by the end of this week the latest.
- The fiscal report will be completed on June 2, 2020 and will go to the treasurer and CFSA each quarter.
- By-Laws will be reviewed by MOTA later this week.
- Future CRP Meeting Schedule

Date	Location
July 14, 2020	Virtual Meeting
September 8, 2020	CFSA
November 10, 2020	CFSA
January 12, 2021	CFSA
March 8, 2021	CFSA

Action Items

1. MOTA to announce the appointment of Tracy Hamilton as a Chairperson of DC-CRP.
2. Annual Report to be sent to CFSA on June 8, 2020.
3. Facilitator will send quarterly fiscal report to CRP Treasurer and CFSA.
4. Older youth working group will develop a plan for conducting virtual focus group meetings.
5. Chair and panel need to establish a new working group and discuss the need for a technology committee. This will be done at the next meeting.

There was no further CRP business this evening and the meeting was adjourned at 8:35 PM.

Minutes of July 2020

Time: 6:30 PM to 8:30 PM

Day: Tuesday

ZOOM Video Conferencing was used

Virtual attendance

CRP members: Tracy Hamilton (Chair), Shana Bartley (Vice-Chairperson), Rick Bardach, (Treasurer), Elizabeth Corson Mohler, Megan Conway, Maura Gaswirth, Patrick Foley, and Sherrill Taylor.

Absent: Emily Smith Goering, Joy Graham, and Katrina Floyd.

Visitors: Theresa Gibson

Roni Seabrook, CFSA Grant Monitors

Facilitator: Joyce N. Thomas, Meron Meshesha (provided tech support with ZOOM)

Welcome/Introduction

This is the second virtual meeting of grant period FY 2020-2021, and the meeting was called to order at 6:35 PM by Shana Bartley, Vice Chairperson. It was documented that we have a quorum and that the notice of the meeting was posted on the DC and CFSA website, thus the requirements for public notification was satisfied. There was one guest members (Theresa Gibson) from the public. All persons that were present stated via the chat component of the ZOOM to adhere to the confidentiality requirements to ensure privacy of client information. The minutes from May 12, 2020 was approved by the members present.

All panel members introduced themselves to our visitor and Theresa Gibson informed the panel about her interest in joining the CRP. She reached out through the CRP website and had a follow-up conversation with the Facilitator. She indicated that she is a DC resident who was a former foster child that aged out of the system in DC. Her background includes being an author, a mother, a spouse, and grandmother. She has experience in foster care training and by joining the CRP, she wants to give back to the system.

Donovan Boyd and Booker Roary Jr. were scheduled to do the swearing-in, but they were a no-show. The anticipated swearing-in of Tracy Hamilton did not occur as planned.

Highlights of the 2020 CRP Annual Report

The Facilitator provided an overview of the annual report and the information that has been received from only three panel members. She thanked Katrina Foster, Rick Bardach and Elizabeth Corson Mohler for their input on the recommendations and content updates.

In summary, the report primarily focused on the implementation of an incredible Town Hall Forum that was held on November 23, 2019. In addition, this report included updates on task force activities, and accomplishments in capacity building. Through the Town Hall Forum, the CRP panel recognized the significance of providing an arena for the communities' voices to be

heard. Sixty-five adults and ten children, pre-registered for the meeting and fifty adults and three children attended the forum. There were attendees from Foster & Adoptive Parent Advocacy Center (FAPAC), DC Volunteers Lawyer Program, CASA DC, Children's Hospital and Kin Care Alliance. Special guest included Councilwoman Brienne Nadeau, and Judy Meltzer, President of the Center for the Study of Social Policy (CSSP). Foster parents, youth and other stakeholders developed ten recommendations. On June 8, 2020, the annual report was completed and sent to CFSA. On July 1, 2020, Roni Seabrook, the contract monitor forwarded the written CFSA response to the new Chairperson and a copy was sent to the Facilitator. The report is now posted on the CRP website and all were encouraged to read it.

Shana thanked the Facilitator for taking responsibility for drafting the report.

Panel Discussion: Identification of New Working Groups

Tracy Hamilton opened the discussion by stating that the new CRP By-Laws requires all panel members to participate in a working group. Since the In-Home Services Working Group and the Town Hall meeting planning committee have completed their projects, there are potentially six unassigned panel members. Tracy indicated that the two topics that have been considered for the new working group should focus on Foster Care Services and Child Protective Services. The following issues were discussed:

- There is a need to better understand the services to foster parents especially during this period of Covid-19 Pandemic. Specifically, as it is important to measure outcomes and changes in youth achievements. The panel raised questions about the model used by the National Center for Children and Families under the leadership of Dr. Sheryl Brissette Chapman. Children's Choice was also mentioned as a program in Maryland that serves DC children. The panel then discussed the need to focus exclusively on DC Foster Care services that operates under leadership of CFSA. For example, issues were raised about the CRP setting up a project to evaluate CFSA readiness to handle a second wave of the Covid-19 Pandemic.
- Another area of concern is Child Protective Services (CPS) since it was recently overhauled by Robert Matthews. According to a recent report from the Center for the Study of Social Policies, CPS continues to experience challenges related in meeting LaShawn standards. Tracy Hamilton discussed the problems and gaps in CPS services involving the Red Team. Due to Covid-19, currently contacts are made online or via phone and only crisis situations are done through face-to-face encounters.

It was suggested that we identify a person to lead the new working group, no one volunteered, and no decision was made. Persons who are not currently assigned to a project include Maura Gaswirth, Emily Smith Goering, Joy Graham, Katrina Floyd, Elizabeth Corson Mohler and Shana Bartley. Since several of these persons were not at the meeting, Tracy has agreed to follow-up and contact each to determine their level of interest in establishing a new working group on either the topic of foster parents or evaluation of CPS.

Treasurer's Report

Rick indicated that he sent the fiscal report to all panel members. This was for the period of March 12, 2020 to June 15, 2020 which was the first quarter of this grant year. The budget is \$42,877, which is the same as last year. Due to Covid-19 Pandemic, the National CRP Conference was cancelled, which means there is likely to be unused funds that must be reprogramed. Given the need for social distancing, development of printed materials for the community is not a priority at this time. Therefore, additional funds exist in this line item. The treasurer's report was accepted.

Older Youth Working Group

Rick provided an update on the working group on older youth. In general, the plan is for the group to conduct individual interviews of youth ages 18 to 21 years to determine their readiness for emancipation. The focus is on learning more about youth educational/vocational and financial preparedness for aging out. Rick is currently working with CFSA to identify youth for the interviews. A consent form has been developed and plans are in place to start the interviews in the upcoming weeks.

Facilitator's Report

Joyce Thomas reported the following:

- Currently, there are four vacancies on the CRP. The Facilitator informed the panel that there have been frequent contacts with MOTA and DC City Council to recruit new panel members. Due to Covid-19 there are major barriers for moving forward with recruitment of new members.
- The next fiscal report will be in September, so budget modifications need to be made.

New Business

Given the recent social justice protest that grew out of the police brutality that led to the death of George Floyd, the panel opened a discussion on the need to examine the treatment of minority children known to CFSA. The discussion centered on broad issues of gentrification in the District of Columbia and how racial disparities in child welfare are a real and hidden problem. There has been widespread displacement of low-income minority families in the city, yet few mainstream Caucasian children are not known to CFSA. Panel members discussed anecdotal situations of their knowledge of inequity in the DC child welfare system. There were no specific recommendations on how to proceed, but it was suggested that we invite a speaker who can shade more light on this topic. Tracy will follow-up and inform the panel.

There was no further CRP business this evening and the meeting was adjourned at 8:35 PM

Action Items

1. Facilitator to follow-up with Donovan for swearing-in of Tracy Hamilton as Chairperson of the DC-CRP and make a formal announcement.
2. Tracy to contact panel members to further discuss their interest in forming a new working group.
3. Older youth working group will develop a plan for conducting virtual focus group meetings.

Minutes of Sept 2020

Time: 6:30 PM to 8:30 PM

Day: Tuesday

ZOOM video conferencing was used

Virtual attendance

CRP members: Tracy Hamilton (Chair), Shana Bartley (Vice-Chairperson), Rick Bardach, (Treasurer), Elizabeth Corson Mohler, Megan Conway, Maura Gaswirth, Emily Smith Goering, Sherrill Taylor, and Katrina Floyd.

Absent: Patrick Foley, Joy Graham

Guest Presenters: Brenda Donald, Director of CFSA
Robert Matthews, Deputy Director

Visitors: Mattie Cheek and Danielle Robinette

CFSA Grant Monitor: Roni Seabrook

Facilitator: Joyce N. Thomas, Meron Meshesha (provided tech support with ZOOM)

Welcome/Introduction

This is the third virtual CRP meeting of grant period FY 2020-2021 and the meeting was called to order at 6:35 PM by Tracy Hamilton, Chairperson. It was documented that we have a quorum and the notice of the meeting was posted on the DC Register and CFSA website. This Zoom meeting is being recorded, thus the requirements for public notification and open meetings was satisfied. There were two guests, Mattie Cheek and Danielle Robinette. Mattie Cheek is a potential candidate for appointment to the CRP and Danielle Robinette is currently assisting with the Older Youth Working Group. All persons that were present stated via the chat component of the ZOOM to adhere to the confidentiality requirements to ensure privacy of client information.

Tracy indicated that she was sworn-in via ZOOM on July 15, 2020 by Booker Roary Jr. of MOTA and witnessed by Joyce N. Thomas, Rick Bardach and Donovan Boyd.

Introduction of Guest Speakers

Tracy provided background and context for the introduction of CFSA guest presenters. She indicated that during the last CRP meeting, there were discussions about the selection of a topic for a new working group. The panel brainstormed about the possibility of focusing on foster care and they also considered focusing on child protection investigations. Several issues were raised that needed further clarification. Tracy mentioned that Roni Seabrook, the project monitor reached out to ask if it would be helpful for the Director of CFSA to provide an update on CPS investigations since concerns were raised about the quality of CPS investigations and identification of what data would better inform the CRP. It was agreed that Brenda Donald and Robert Matthews should attend our meeting.

Presentations: Brenda Donald, Director of CFSA and Robert Matthews, Deputy Director

The Director thanked the panel for this opportunity to join the CRP. She inquired if the panel would like to have an update on LaShawn, Covid-19 impact and CPS. Tracy responded in the affirmative. Brenda Donald provided the CRP with an update on LaShawn Exit and Sustainability Plan. She mentioned that for over 31 years, the lawsuit has been a cloud over the head of the agency. During the last few months, there has been negotiations by all parties (the Plaintiff, Court Monitor, and judge) to reduce the scope of LaShawn Exit Standards from 88 measures to 24 measures. Currently, there are only a few standards remaining to be met, and it is anticipated that the settlement will end in June 2021. This is a major accomplishment for CFSA, and panel member expressed their congratulations.

Brenda Donald informed the panel members about an upcoming Child Welfare Virtual Expo (CWVE) to be held on September 24, 2020 for stakeholders. This will provide a more detailed understanding of LaShawn, impact of Covid-19, and other CFSA activities. Information on the CWVE will be sent to all panel members and guests. Director Donald also extended an invitation to CRP members to reach out to agency at any time if there is a need to gain information and data on any issue that may come up.

The presentation transitioned to Robert Matthews who addressed activities related to Entry Services which includes both In-home Services and CPS. He began by informing the group that about 2-3 years ago, to determine if investigations were acceptable, he instituted an Acceptable Investigation Review study to document the quality of CPS investigations. This involved compiling a representative sample of closed investigations cases to determine the level of completeness of each case. This was in 2018 when the CFSA baseline level was about sixty-six percent (66%). The expected standard as set by LaShawn was to be at least 80%. After the reviews, a closer look informed the agency that some aspect of investigations was going well, but there were needs for improvement in other areas. For example, when the call is received by the hotline, in most situations, the alleged child victim was appropriately interviewed, but there was a need to improve information gathering from collateral contacts of the child, such as teachers or primary care physician. There was a need to have a comprehensive assessment of the child as determined by others in the child's life. Information gathered from this process was used to develop strategies for improved investigations. The tool that was developed by CFSA was signed off by the Center for the Study of Social Policy (CSSP).

Robert Matthews asked the panel members to explain what their bases of concerns about CPS investigation were, and in addition he inquired if the CRP minutes are made public. Different members responded to his first question indicating that the discussion on CPS was part of a brainstorming discussion to identify topics for the formation of a new working group. Issues related to CPS performance were based on LaShawn A. vs Bowser Progress Report for the period of July18-March 2019. This is known as the Monitor's Report which is prepared by the CSSP. It was further pointed out that several members who are no longer on the CRP suggested we consider having a working group on CPS. No decision about the selection of a working group was made at the meeting. One panel member indicated that often, "we serve as the voice of

the community and information is received anecdotally". Research data may not be immediately available at the time ideas are explored. Other members mentioned that this discussion also included issues related to the Covid-19 pandemic, social justice, and other community comments. Some members had prior experiences with CPS investigation and perhaps their knowledge and experiences needed to be updated.

In response to Robert Matthews second question about the distribution of minutes, he was informed that we post them in draft form on the CRP website after an initial review by the Chair and distributed to members prior to the meeting. Approval of the minutes is done by the full panel. The Facilitator pointed out minutes is based on content of the CRP meeting discussions. There was a fluid discussion about how the CRP selects topics and how the panel should move forward.

Brenda Donald informed the panel about the Public Dash on the CFSA website, which provides trend data that can be accessed on certain information. It was agreed that both CRP and CFSA are committed to working together to promote positive outcomes for all children. Members express appreciation to CFSA for extending services during Covid-19 for youth aging out of foster care. This extension will continue until 90 days after the pandemic is over. Brenda Donald informed the panel that currently, there are only 45 youth in the category of aging out of foster care.

A general question and answer session focused on issues of children attending school during the pandemic, how to address the needs of homeless children, and the reduced number of reports during this time of Covid-19. Robert responded about how CFSA has been learning from past experiences and is working closely with DC Public School. It was pointed out that prior to the pandemic, most CPS referrals came from schools. Protocols have been updated for educators to clarify reporting responsibilities and if there is no contact between a child/family, CFSA has established a path for teachers to contact the agency. Robert is working closely with Local education authorities (LEA) which are responsible for education within a given jurisdiction.

Brenda Donald and Robert Matthews both thanked the panel for the opportunity to participate in the meeting, and again offered to make CFSA available to respond to questions. A special invitation was extended to the new CRP Chairperson to feel free to contact CFSA as she moves to understand changes and directions of the agency. At this point, the guests left the ZOOM meeting.

The panel preceded the discussion provided by the presenters. Given the discussion about the July 14 minutes, it was determined the panel should be given additional time for review. It is anticipated that comments and recommendations from the panel on changes or approval should be sent to the Chairperson and the Facilitator in a week from today. Questions about the location of all CRP minutes came up. The Facilitator informed the panel that prior meeting minutes are in the CRP Drop Box which can be accessed by members. As the Facilitator reviews

the changes needed on the website, in concert with the panel, a decision about the storage of prior minutes is forthcoming.

Establishing the New Working Groups

Tracy reported that she had a prior communication with Emily about her interest in looking at the DC Families First Initiative, which focuses on families in Wards 7 and 8. It is considered to be a primary prevention program and it involves neighborhood driven resources to prevent placement of children in CFSA. Emily pointed out that this new legislation will change the funding streams in child welfare and it is important because DC was the first state to receive such funding.

Currently, the Mayor's Advisory Committee on Child Abuse and Neglect (MACCAN) is working with community providers during the planning phase of the Families First. At the end of the planning phase, Family Success Center will be established. Given the pandemic, no specific time frame has been identified. Emily expressed interest in exploring this further as a possible working group. The Facilitator agreed to email materials on DC Families First to all panel members. Another idea expressed by Emily was her interest in disproportionality in CFSA. African Americans are no longer the majority ethnic group in DC, yet almost all of children in the system are overrepresented in the agency.

A general discussion was held about the process of selecting working groups and background information was provided by Shana Bartley. She indicated that it has been helpful to move CRP meetings to every other month which has increased the panel's exposure to issues at CFSA. The Facilitator stated that in the past, CRP has used different approaches for selection of working groups such as, conducting day-long retreats, reviewing the latest monitor's reports, identifying articles that appear in the media, and responding to the interest of a panel member. She pointed out that findings from working groups can be presented at the CRP National Conference which is held each year, or it can be used in testimonies before DC Council. These efforts help to strengthen the visibility and credibility of the panel. Maura Gaswirth suggested that, given the number of unassigned persons, the panel may want to consider forming two working groups.

Finally, it was agreed that after panel members participated in the CWVE on September 24th, a follow-up discussion will be held on September 29th with individuals not currently assigned to a working group. The task ahead of us is to select a topic, identify a motivated chairperson, and involve panel members.

Treasurer's Report

This report is for the period of June 15, 2020 to September 15, 2020 which is the second quarter of this grant year. Due to time pressures, Rick Bardach gave a brief fiscal update. He stated the budget is \$42,877, and due to Covid-19 we have about three-thousand dollars to reprogram in the next six months.

Older Youth Working Group

Rick Bardach gave a quick update on the working group on older youth. During the last few weeks, four virtual interviews were conducted by the team and the process has gone well. There has been rich information gathered from the youth that participated. Due to busy schedules the process has been slow in completing the agency interviews, but things are moving forward. Interview from staff of the “Making Money Grow” program has been done.

Facilitator’s Report

Joyce Thomas reported the following:

- The Chairperson and the Facilitator are meeting weekly to discuss CRP administrative issues.
- Currently, there are four vacancies on the CRP. The Facilitator informed the panel that there have been frequent communications with both MOTA and DC City Council.
- Current pending appointments include Emily Bloomfield, Theresa Gibson, and Mattie Cheek. There is one current member who has missed three consecutive meetings and an email will be sent to her for follow-up.
- Both the CRP Chair and Vice-Chair have been invited to attend virtual meeting with the Facilitator and CFSA staff on September 14, 2020. A ZOOM link will be sent.

New Business

Tracy discussed her ideas of having an educational webinar with former foster care youth to discuss the impact of Covid-19 pandemic and other issues like police brutality, voting rights, and other social justice issues. The purpose of the webinar is for the CRP to gain first-hand insight to thoughts of young people. Greater information will be discussed at future meetings. There was no further CRP business this evening and the meeting was adjourned at 8:40 PM.

Action Items

1. Facilitator to follow-up with MOTA about vacant CRP slots.
2. Facilitator to send ZOOM link to Chairperson and Vice Chair on the meeting set for Sept 14th with CFSA staff.
3. Facilitator to send Power Point on DC Families First to panel members who are considering options for a new working group.
4. The CWVE is scheduled for September 24, 2020.
5. Facilitator to send ZOOM link to five panel members for follow-up meeting on September 29, 2020 for discussion of CWVE and selection of new working group.

Minutes of Nov 2020

Time: 6:30 PM to 8:30 PM

Day: Tuesday

ZOOM video conferencing was used

Virtual attendance

CRP members: Tracy Hamilton (Chairperson), Shana Bartley (Vice-Chairperson), Rick Bardach, (Treasurer), Elizabeth Corson Mohler, Megan Conway, Patrick Foley, Sherrill Taylor, and Katrina Floyd.

Absent: Maura Gaswirth, Emily Smith Goering

Visitors: Mattie Cheek

Facilitator: Joyce N. Thomas, Meron Meshesha (provided tech support with ZOOM)

Welcome/Introduction

The meeting was called to order at 6:35 PM by Tracy Hamilton, Chairperson. It was documented that we have a quorum and that the notice of the meeting was posted on the DC Register and CFSA website. This Zoom meeting is being recorded, thus the requirements for public notification and open meetings was satisfied. There was one guest, Mattie Cheek who is a potential candidate for appointment to the CRP. All persons that were present stated via the chat component of the ZOOM to adhere to the confidentiality requirements to ensure privacy of client information. The minutes from July 14th and September 8th were approved. The agenda order was approved as presented.

Chairperson Expectations and Leadership Approach

Tracy welcomed all panel members and indicated she wanted to clarify a few issues to ensure smooth operations of the CRP under her leadership. Her goal is to make sure there is monitoring of activities and good communications with CFSA. The CRP By-Laws will serve as the guide for panel expectations. Working groups should establish written protocols to guide its work in evaluating the policies, practices, procedures, and performance. Her main priorities are to be transparent, have improved relationship with CFSA, and honor a consistent and structured communications between the working groups and the Chairperson.

Working groups should present an initial abstract followed by a detailed proposal with a plan that defines the project. This should include a brief statement of the problem (what is the need for this activity), well defined goals and measurable objectives, the approach/methods to be used, and a timeline with benchmarks.

Tracy discussed specific tasks which should be adhered to foster cooperative relationships. For example, she pointed out that she would like to be informed about all requests for information from CFSA staff. In situations where there is a need for specific data, client records, or special reports from CFSA, this request should be in writing via email. Panel members should allow 7-

10 business days for CFSA to respond. CFSA staff should communicate to the CRP if additional turnaround time is needed. Working group chairpersons should specify the purpose of the request, type of data, and time frame. She further discussed that all anticipated fiscal requests should involve input from the Facilitator, and panel members should avoid seeking additional project funding from CFSA without involvement of the Facilitator.

Tracy further indicated that panel members should not expect CFSA staff to take notes, write summaries, or facilitate discussions for Working Groups. These tasks should be accomplished by individual panel members. Finally, she reintegrated the Facilitator is the point of contact to MOTA and DC City Council as it pertains to appointments and recruitment of new members. If a panel member knows of any interested potential new members, these individuals should be presented during the CRP meeting, and if appropriate, they should be referred to the MOTA website or they can contact their representative on DC City Council. Facilitator should be informed about membership related issues and will coordinate with MOTA and DC Council.

Tracy indicated she received an email from CFSA about an incident that needs follow-up. Without going into details, she emphasized the importance of panel members working cooperatively with the agency. She said that this reinforces the importance of having a written protocol with timelines to document project plans and data needs.

Recidivism Working Groups

The Facilitator mentioned that on September 29th, a meeting was held with Tracy, Emily, and Katrina to identify potential ideas for the new working group. There was a review of the findings from the Child Welfare Virtual Expo (CWVE) that was held on September 22nd. Based on that meeting, it was learned that priorities for CFSA will focus on the LaShawn transition, foster parent recruitment and retention, enhancing services for older youth, and improving communications with stakeholders. There was a discussion about the findings from a child welfare blog on child fatalities and CFSA's Families First Prevention Program. During the meeting, Katrina Floyd agreed to provide leadership to help conceptualize and coordinate the proposed project.

Katrina reported on her attempt to identify a topic for the working group. She developed an abstract on recidivism in DC child welfare. She informed the panel that families who experience recidivism (having a second case of child maltreatment following the original event) may suffer greater detriment on their mental health. She pointed out that there is some research that examines factors that influence recidivism in child welfare, such as the models of intervention used in the delivery of services to families, case characteristics, and case decision making. She indicated that Emily Smith-Goering has published a research article on this topic and it is expected that she will be a good resource to the new working group.

Katrina reported that the working group has decided to look at recidivism in the District of Columbia at CFSA because this has been something she observed while working with the Collaboratives. She presented an abstract that spelled out the goals and several questions that

will be investigated. Specifically, she is interested in, what are the factors that predict recidivism? Further, she indicated the working group identifies what strategies are needed to reduce it and what are the common characteristics of families that have repeated referral to CFSA? Finally, she would like the working group to identify what successful reunification is.

In general, this working group intends to help inform CFSA of factors that may predict recidivism to the child welfare system. It is anticipated that the CRP intends to promote a better understanding of interventions and strategies that decrease the likelihood of families re-entering CFSA. Members of the group consist of Katrina Floyd, Shana Bartley, Elizabeth Corson Mohler, Maura Gaswirth and Emily Smith-Goering. Mattie Cheek, who is a pending panel member, also expressed interest in assisting.

Treasurer's Report

Rick Bardach gave a very brief update on the CRP fiscal status. The last report was disseminated to members on September 15, 2020, and the next quarterly report will be in December. The Facilitator informed the group that the CRP Chairperson has discussed using the designated funds for website enhancement and to offset personnel cost related to increased time for bi-monthly meetings, coordination of virtual meetings, and weekly coaching sessions with the CRP Chair.

Older Youth Working Group

Rick Bardach gave a summary report on the working group on older youth. During September and October, three additional virtual interviews were conducted by the team. The focus now is gathering data from CFSA from the Life Set Program, which provides older youth preparing to leave the foster care the intensive in-home support and guidance they need to make a successful transition to adulthood. Due to delays, members of the working group have expressed frustration in trying to get the information they needed. The protocol was discussed by the CRP Chair; spell out the expectations for requesting data and following an agreed upon timeline. Tracy recommended that the timeline that was initially proposed should be updated to accommodate the impact of Covid-19.

Facilitator's Report

Joyce Thomas reported the following:

- The Chairperson and the Facilitator are continuing to meet weekly to discuss CRP administrative issues.
- As of November 10th, there are five vacancies on the CRP. Three positions are awaiting appointment by DC City Council resolution, and two by MOTA. It is likely that the MOTA appointments will be filled by Theresa Gibson, and Mattie Cheek. Joy Graham has missed four consecutive meetings and after agreement with the panel members and MOTA, she has been terminated.
- On September 14, 2020, a virtual meeting with the CRP Vice Chairperson, the Facilitator

and CFSA staff was conducted to clarify issues and recommendations from a report related to CRP operations.

- The website is under revision and updated text is being drafted. Panel members should review and update their bios.
- On October 26, 2020, a meeting was held with Blaine Stum from Chairman Mandelson's office. Mr. Stum is the contact person by City Council Appointments. We discussed the process for planning and conducting hearing for appointment by resolutions.

New Business

Request for a letter of Support for the CRP

On October 27, 2020, the Facilitator attended a virtual meeting to address issues under review by the Children's Justice Act (CJA). Specifically, considerations for legislative changes to modernize expungement process for certain individual placed on the Child Protection Register (CPR). Present at the meeting was Roni Seabrook (CFSA); Cheryl Boyce (Chair of MACCAN); Aiseha Flucker (OAG); Erin Cullen (OAG) and Jennifer Gillyard (CFSA). A formal presentation focused on DC Official Code 4-1302.07 about the need to modify legislation.

Panel members expressed interest in having the CJA to be invited to the next CRP meeting. There was no further CRP business this evening and the meeting was adjourned at 8:40 PM.

Action Items

1. Facilitator will have emails sent to all panel members regarding expectations.
2. Chairperson will follow-up to schedule a meeting with CFSA regarding incident related to concerns that were raised about interaction with a CRP member.
3. Panel members to identify issues for an MOU that specifies expectations from CFSA.
4. Facilitator to inform Roni Seabrook to invite representative from CJS to give a presentation to the CRP on January 12, 2021.

Minutes of January 2021

Time: 6:30 PM to 8:30 PM

Day: Tuesday

ZOOM video conferencing was used

Virtual attendance

CRP members: Tracy Hamilton (Chairperson), Shana Bartley (Vice Chairperson), Rick Bardach (Treasurer), Elizabeth Corson Mohler, Megan Conway, Patrick Foley, Maura Gaswirth, Emily Smith Goering, and Katrina Floyd

Absent: Sherrill Taylor

Visitors: Mattie Cheek, Theresa Gibson and Danielle Robinette

Guest Presenters: Jennifer Gillyard and Erin Cullen, Children's Justice Act

CFSA Grant Monitor: Roni Seabrook

Facilitator: Joyce N. Thomas, Meron Meshesha (provided tech support with ZOOM)

Welcome/Introduction

The meeting was called to order at 6:30 PM by Tracy Hamilton, Chairperson. It was documented that we have a quorum and that the notice of the meeting was posted on the DC Register and CFSA website. The meeting was recorded, thus the requirements for public notification and open meetings was satisfied. There were three guests; Theresa Gibson, Mattie Cheek (both are potential candidates for appointment to the CRP), and Danielle Robinette. We had two guest presenters (Jennifer Gillyard and Erin Cullen) from the Children's Justice Act. All persons that were presented stated via ZOOM to adhere to the confidentiality requirements to ensure privacy of client information. The minutes from November 10, 2020 meeting were approved. The agenda order was approved as presented.

Presentation: Recommendation on the Expungement of Names from the Child Protection Register

Erin Cullen² opened the presentation by providing background information about the DC Children's Justice Act (CJA) Task Force. The CJA is an independent body of CFSA as mandated by CAPTA and operates with a budget of \$75,000 for a three year period. Funds that are monitored by CFSA are primarily used for training. Erin is the Chairperson of CJA, and she stated that for the past two plus years, the DC Children's Justice Act Task Force (CJA) legislative reform workgroup has been working on changes to the District's law on the length of time that caregivers' names are placed on the Child Protective Register (CPR) database, which is the District's index of child abuse and neglect perpetrators.

In accordance with DC Official Code §4-1302.07(a), CFSA is prohibited from expunging the names of persons substantiated for child abuse/neglect. Individuals who are entered on the

² Erin Cullen is the Deputy Attorney General in the DC Office of the Attorney General

Register are parents, guardians, custodians, and persons acting in loco parentis. Noncustodial perpetrators' names are not entered on the Child Protective Register.

Substantiated reports are included in the CPR database and remain there indefinitely, unless they are reversed by way of a Program Administrator's Review (PAR) or an appeal through the fair hearing process. It is felt by many advocates in DC that this approach is harsh, and the goal is to modernize the expungement process to be more in line with other jurisdictions.

Jennifer Gillyard³ continued the presentation to point out the hardship for many families that found themselves on the CPR. In their efforts to obtain employment or even attend a school trip with their children, they are confronted with their lifetime restrictions. The workgroup recommends that the District's current legislation be modified from the one rule of a lifetime registry to a tiered system approach. Other jurisdictions have implemented strategies that are more reasonable to hold individuals accountable yet represent a more human approach to the issue.

The Task Force is seeking a letter of support from the CRP in support of this important effort. The CJA task force wants to move forward by resubmitting this request to the mayor's office. Panel members were engaged in a question-and-answer session to clarify time frame, expectations of CRP, and other concerns.

Open Group Discussion/ Older Youth Working Group

Tracy indicated she wanted to bring the panel up to date about the meeting with CFSA regarding an incident between a CRP member and agency staff. On November 22, 2020, a meeting was held involving the Deputy Director of Entry Services, Deputy Director of Policy and Planning as well as the leadership of the CRP. Following this meeting, a letter from CFSA was received by Tracy Hamilton stating the specifics of an incident and documenting a request that another panel member should be the contact person between CFSA and the CRP working group on older youth.

Panel members expressed deep concerns about the process of how this dispute between the agency and CRP was handled. Individual panel members felt the approach of getting two Deputy Directors involved was an overreach and this puts the CRP at an extreme disadvantage. It was described as "going nuclear." In addition, it was mentioned that this practice of overreacting to a disagreement between CFSA and CRP is setting a bad precedent for future working relationships. Panel members were frustrated about the delays in responses and constant excuses from CFSA about data collection. It was expressed that the working group is small and the division of labor for changing assignments is not possible. One panel member stated, "Given the demands of their jobs, additional childcare responsibilities due to schools being closed and young children are at home due to the pandemic, and the need to carry out mandated CRP expectations, no one can take on additional responsibilities."

³ Jennifer Gillyard is a social worker from CFSA who a member of CJA Task Force is

The CRP Chairperson indicated that there is nothing in place to handle discrepancies and interpersonal behavioral issues. She discussed the need for a Code of Behavior protocol or an MOU to spell the relationship between CFSA and the CRP regarding information gathering. The Facilitator indicated the incident was discussed with MOTA and DC Board of Ethics and Government Accountability (BEGA), but both had no policies in place for this type of situation.

Tracy informed the panel that in the future, she should be made aware of conflicts or problems from panel members, not from agency representatives. The Chairperson was blindsided by this complaint and this puts the CRP at a disadvantage. Nevertheless, Tracy reminded the group that there are tools we can use to support one another. For example, when seeking information from CFSA, panel members should back each other up to validate the information request and the context of the interactions.

The Facilitator reminded the panel that concerns expressed by CFSA were not directed toward the CRP members as a whole, there were specific concerns about the individual involved and the situation that took place. Panel members should review the protocol on working group expectations. For example, in situations where there is a need for specific data, client records, or special reports from CFSA, this request should be in writing via email. Panel members should allow 7-10 business days for CFSA to respond. CFSA staff should communicate to the CRP if additional turnaround time is needed. It was mentioned that perhaps an MOU between CFSA and the CRP, which is signed by appropriate individuals, should be done.

This discussion ended with the Chairperson requesting a written statement to document the perspective of the individual involved and the other working group members. This statement will be attached to the written complaint from CFSA and will be forward to MOTA for the records. There is a Facilitator meeting scheduled with CFSA on January 27th that will include both the Chair and Vice Chair to clarify next steps for the data request.

Treasurer's Report:

Rick Bardach gave a very brief update on the CRP fiscal status. This is the third quarter fiscal report. The Treasurer informed the panel that unused funds have been designated for website enhancement and to offset personnel cost related to increased time for bi-monthly meetings.

Recidivism Working Groups

Katrina reported that she was not able to make much progress on the working group. Unfortunately, much of her winter break was spent dealing with a family emergency. She did mention that she spoke with Heather Stowe, a former administrator with CFSA. They discussed data access and how CFSA might best benefit from the proposed project. Heather agreed that comparing rates of recidivism among the Collaboratives or comparing Collaboratives to CFSA might provide important information. In addition, she stated that it might be useful to consult with Judith Meltzer regarding data that the CRP might access.

Katrina indicated that she has not engaged other members of this working group yet. She wants to establish a clear understanding of the design, methodology and specific needs before making request for team member participation.

Facilitator's Report

Joyce Thomas reported the following:

- The March 9th meeting will be the last virtual session for this contract year. The Chairperson and Facilitator are continuing to meet weekly to discuss CRP administrative issues. The Recidivism working group has about \$300 to spend on their project.
- As of today, there are still five vacancies on the CRP. Theresa Gibson, and Mattie Cheek's information is under review by MOTA.
- The budget request amount for FY 2022 is \$50,000 and approval is still pending.
- The CRP annual report is due to CFSA on April 30, 2021. The process will involve development of the basic content by the Chair and Vice Chair. The working groups will provide the content, accomplishments, and outcomes of the report. A draft will be presented to the panel for comments and approval. The final edits, expansions as needed and dissemination to stakeholders will be done.
- The Facilitator annual report will be completed as of January 15, 2021 and will be forwarded to the CFSA Contract Monitor. This report addresses impact of pandemic on CRP, fiscal expenditures, accomplishments, challenges and recommendations.

There was no new business or further CRP business this evening and the meeting was adjourned at 8:45 PM. The Chair thanked the panel for their hard work and contributions to the CRP.

Action Items

1. Facilitator and Chairperson will meet with CFSA on January 27, 2021.
2. The involved member of the Older Youth Working Group will send a written statement to CRP Chairperson to document his perspective about the incident with CFSA.
3. Panel members to identify issues for an MOU that specifies expectations from CFSA.
4. Panel members to vote on decision regarding the letter of support for CJA.

Minutes of March 2021

Time: 6:30 PM to 8:30 PM

Day: Tuesday

ZOOM video conferencing was used

Virtual attendance

CRP members: Tracy Hamilton (Chairperson), Rick Bardach, (Treasurer), Elizabeth Corson Mohler, Megan Conway, Patrick Foley, Maura Gaswirth, Sherrill Taylor, and Katrina Floyd.

Absent: Shana Bartley (Vice-Chairperson) and Emily Smith Goering

Visitors: Mattie Cheek and Danelle Robinette

Guest Presenters: Brenda Donald, Director of CFSA

Robert Matthews, Deputy Director of CFSA

CFSA Grant Monitor: Roni Seabrook

Facilitator: Joyce N. Thomas, Meron Meshesha (provided tech support with ZOOM)

Welcome/Introduction

Due to the delay of the Chairperson, the meeting was called to order at 6:40 PM by Katrina Floyd. It was documented by the Facilitator that we have a quorum and that the notice of the meeting was posted on the DC Register and CFSA website. This Zoom meeting is being recorded, thus the requirements for public notification and open meetings was satisfied. There were two guests; Mattie Cheek and Danelle Robinette. We also had two guest presenters (Brenda Donald, Director of CFSA, and Robert Matthews, Deputy Director of CFSA.) All persons that were present stated via the chat component of the ZOOM to adhere to the confidentiality requirements to ensure privacy of client information. The agenda order was approved as presented.

Presentation: Update on Activities of DC Child and Family Services Agency (CFSA)

Katrina Floyd agreed to introduce the guest presenters for this evening. She proceeded to welcome Director Brenda Donald and the Deputy Director, Robert Matthews and thanked both for attending this CRP meeting.

Robert Matthews began by informing the panel about the new DHHS initiative known as Thriving Families, Safer Children. This is national partnership that aims to redesign Child Welfare into child and family well-being systems. This is a partnership with the Children's Bureau at Health and Human Services, Administration for Children and Families along with Casey Family Programs, the Annie E. Casey Foundation and Prevent Child Abuse America. Mr. Matthews stated "this is a national initiative to reform child welfare as we know it today." The intent is to help jurisdictions move from traditional, reactive child protection systems to systems designed to support child and family well-being. There are three cohorts involving a selected group of jurisdictions. DC was selected to participate in cohort II, and an initial meeting was held on February 24, 2021. This is a learning initiative for the participants. Director Donald

pointed out this is a continuation of the efforts of CFSA to move from the foster care to family well-being systems. This will be more community focused to continue the efforts toward prevention of child abuse.

Robert Matthews indicated that CFSA has hired a new Deputy for Entry Services. This person will have oversight for child protection investigations, and she was promoted from within the agency. Her name is Elizabeth Mofaletto and she brings 15-years of experience to this new position. Mr. Matthew commented on the meeting that was held with CRP in preparation for a new working group. He thanked Katrina Floyd for her approach of working cooperatively with CFSA. He was pleased that the new working group is committed to being informative, adding new knowledge, and making an important contribution. He indicated that the new Deputy will be a key contact as the new group is gathering information.

Director Donald mentioned that LaShawn is still in progress, and a new report will be coming out this month from the Center for the Study of Social Policies, which is the Court Monitor. It is anticipated that the report will document that great progress has been made in improving the measures. Other issues discussed in the update include the continued focus on mental health needs of children who are in foster care and the recruitment of foster families.

After the presentation, there was an opportunity for panel members to ask questions. For example, there were inquiries about Thriving Families, Safe Child Initiative, and the status of the Success Centers. Brenda Donald reiterated the continued focus of CFSA on prevention, and upstream aspect of both programs. There was a question about developing a local Psychiatric Residential Treatment Center. There have not been any moves for building a PRTC in DC. After the questions, Katrina thanked the guest speakers.

CRP Chairperson Report

Tracy apologized for being late to the meeting. She was detained at her job demands. She began by reporting on the CFSA meeting that was held on January 27th. The purpose of the meeting was to check in with the Facilitator and the CFSA Grant Monitor to enhance communication with the agency. She mentioned the draft Code of Conduct, the MOA, and the proposed outline of the annual report which were discussed at the virtual meeting. In addition, she mentioned the annual report timeline and due dates for submitting materials to her from the working groups. Panel members asked questions about the Code of Conduct and several expressed appreciations that the document was brief and to the point. Tracy pointed out that the Code of Conduct is simply a reminder of the general expectations of panel members, and it does not require signatures. Finally, the issue of follow-up to the Children's Justice Act's request for a letter of support was raised. It was agreed that Roni Seabrook will send information about their request to the panel again, and CJA should draft a letter for signatures.

Treasurer's Report

Rick Bardach gave the treasurer's report for the 4th quarter of this contract year. Since this is

the final quarter of the current grant year, the Facilitator indicated the report will be forwarded after it is finalized to give an overview of both the 4th quarter, and the year- to-date summary.

Older Youth Working Group

Rick Bardach indicated that the process for writing an interim report on the older youth was off schedule. He invited other members to speak up about their perspective for the delays in completing the report. The Facilitator asked, “are we at the end of the older youth project, and what can we expect?” Other questions were asked such as, “what are the potential recommendations?”, “how many people were interviewed?”, and “what were the interview questions?” Panel members responded that interviews were done with seven youth, six guardians ad-litem, and two or three staff of CFSA.

Megan Conway mentioned that the group has completed a report outline, and ten-page draft. She also reported that the project is focused on three specific aspects of services to older youth. The working group is most interested in finding out how CFSA assisted youth with improving their financial literacy, educational support, and vocational goals. Currently, working group members are in the process of reviewing research articles to determine best practices found in other programs that serve older youth. They are examining CFSA’s program on Making Money Grow, and Life Set, researching best practices in the field, and data on youth graduation rates in other jurisdictions.

Danelle Robinette has the primary responsibility for conducting the search of the literature and she has been delayed due to other commitments. Tracy asked if the working group could provide their report by March 24th so that it can be included in the CRP annual report. Rick and the other members of the group indicated that this is doable.

Newborns Positive Toxicology Working Group

Katrina reported that she was pleased to meet with Mitchell Rosenberg, Robert Matthews, and Roni Seabrook to discuss plans for establishing a new working group. It was expressed that this CRP working group is seeking to provide information to CFSA. That conversation and the subsequent meeting with staff of CFSA Policy and Planning Administration, has led the Chair of this working group to make changes from the initial plan of study on reentry to focusing on the issues related to newborns with positive toxicology that are referred to CFSA.

Katrina reported that the new plans are to examine those issues that contribute to maternal substance abuse, and to look at case management plans for intervention, as well as to determine history of family involvement with CFSA. She mentioned that the study aims to confirm best practices, strategies, and models of intervention for those families referred to child welfare because of a positive toxicology screen for newborns. The goal is to offer CFSA information and additional knowledge to enhance delivery of case management services and to decrease likelihood of families reengaging with CFSA.

Katrina indicated that she has not yet engaged other members of this working group. Now that she has established a better understanding of the design, methodology and specific needs, she will call a meeting to discuss next steps. Team members include: Katrina Floyd, Tracy Hamilton, Emily Smith Goering, Maura Gaswirth, Elizabeth Corson Mohler and Shana Bartley.

There was an open discussion with panel members on key issues to include in the study such as “should the focus be only on looking at infants that are positive for marijuana, or should it include other substances”? Other questions were “should the group focus only on data for 2020 and 2021?” It was suggested that data from 2019 may strengthen the study because we are currently in 2021 and that fiscal year will not end until September.

There was an open discussion about the issue of reentry, referrals, dynamics of the family, status of other children in the home, and services provided by the Collaborative.

Facilitator’s Report

Joyce Thomas reported the following:

- The Facilitator meeting with CFSA was held on January 27th. The group involved Roni Seabrook, Bev Freida Johnson, Joyce Thomas, and Tracy Hamilton. Discussion focused on the need for drafting a MOA between CFSA and the CRP. Also, it was important to clarify the role of the grant monitor as the point of contact for working group needing to get in touch with CFSA.
- As of today, there are still five vacancies on the CRP panel. Theresa Gibson, and Mattie Cheek’s information is under review by MOTA.
- On March 24th, the draft CRP annual report should be received for the final edit in preparation to send to CFSA on April 30, 2021.
- The 4th quarter fiscal report and the end of grant fiscal narrative statement will be sent to the Treasurer and CFSA on Friday, March 12th.

Tracy brought the meeting to closure and again apologized for being late for this meeting. There was no new business or further CRP business this evening and the meeting was adjourned at 8:35 PM. The Chairperson thanked the panel for their hard work and contributions to the CRP.

Action Items

1. Facilitator and Chairperson will meet with CFSA in April, the date TBD.
2. Roni Seabrook will again send out information on the CJA proposal and will ask them to draft a letter specifying the type of support they are requesting.
3. Panel members will review the Code of Behavior document and come to the next meeting with comments and suggested changes.
4. Chairs of both working groups will send their reports to Tracy for inclusion into the CRP Annual Report.