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## Tuesday, November 8, 2022 Meeting Minutes

Time: 6:30 PM to 8:30 PM

Day: Tuesday

Via: Zoom Meeting

**Virtual attendance**

CRP members: Shana Bartley (Interim Chairperson), Mattie Cheek, Emily Bloomfield, Dr. Wanda Thompson, Patrick Foley, Treasurer, Elizabeth Mohler, Theresa Gibson, Pierrea Wallace

Absent members: Meghan Schott

Visitors: Shalonda Cawthon, Ombudsperson for Children, DC

CRP Facilitator Team**:** Margie Chalofsky, Toni Carr

Grant Monitor: Roni Seabrook

## Welcome/Introduction

Shana Bartley, Interim Chairperson began the meeting at 6:30 PM. She welcomed everyone to the meeting, and it was acknowledged that there was a quorum for tonight’s meeting. Shana invited attendees to introduce themselves. She asked the facilitator team if there were any outstanding Confidentiality statements from panel members; Toni Carr responded that only one was missing.(Note from facilitators: this has now been received, achieving 100% compliance.)

## Approval of Minutes

Shana Bartley asked panel members if they had any edits to the September meeting minutes. Wanda Thompson announced that her name was spelled “Thomas” in two sections of the minutes and to revise to “Thompson.” Wanda Thompson agreed to approve the minutes with contingency upon the name change. The September meeting minutes were approved.

## Approval and/or modification of tonight’s agenda

Shana Bartley asked if there were any items that attendees would like to add or change to the agenda. Margie Chalofsky responded that the treasurer’s report should be added to the agenda. Roni Seabrook suggested to add an “Open to the Public” comments at the end of the agenda moving forward. Shana Bartley reminded the panel of the structure of CRP meetings. Panel members are able to speak and that nonmembers are attending at a listening stance only with time preserved for public comments. This will allow us to make our way through all items on the agenda. No other additions were made, and the meeting was passed over to Margie Chalofsky.

## Follow-up Items from May and July 2022 Meetings

* **Training and Information gathering**

Margie Chalofsky gave an overview of upcoming information sessions. She announced that for our December information session, Pierrea Wallace will present on the “Life Cycle of a Neglect Case” and will explain the roles of all the different players in our system. We will also have a presentation from the Children Justice Task Force at the same session. Since CRP members have expressed much interest in prevention and community outreach, future information sessions (perhaps in February) could include a presentation from the Family Success Centers. Margie Chalofsky asked panel members if they had any other organizations that they would like to hear from to let her know. She also reminded panel members that the in-between meetings are optional.

* **Report from Panel Sub-Committees**

Margie Chalofsky opened the discussion with the question “Are there any threads we want to continue on from prior CRP work or were past reports “one and done “and we are ready to move on to completely new things? She announced that Theresa Gibson will report on the Older youth at a later time and passed this part of the meeting to Pierrea Wallace to present on Structure and Scope.

Structure and Scope

Pierrea shared her presentation slide deck and introduced the group members who worked with her on this report. She shared that the group was tasked with looking at any limitations, guidelines, or conversations previously had on the CRP’s scope. She shared that the group will present on DC CRP legislation, Bylaws, MOA with CFSA, Overview of Community Outreach and CRP Marketing ideas.

* Patrick Foley presented on CRP’s Previous Work

Presenting Question: Has the CRP done any relevant strategic planning work that should guide us in the future?

Findings: No barriers, no limitations.

* Pierrea Wallace presented on Legislation, Bylaws and MOA

Presenting Question: How does federal or state legislation, CRP’s bylaws, or the MOA between CFSA and the CRP limit the scope of our work.

Findings: No barriers, No limitations. We can decide what areas we want to focus on and how we prioritize them.

* Dr. Wanda Thompson presented on Community Outreach

Presenting Question: How do other jurisdictions interpret and handle public outreach? What is the requirement for public outreach and what is considered public outreach?

Dr. Thompson presented on states to include Maryland, South Carolina, New York, Maine, Michigan, Wisconsin, and Nevada.

Findings: It varies from state to state, and it is up to the panel to determine whether we are just going to just solicit comments from the public or if we are going to provide services and trainings. This is something we can include in the strategic planning.

* Mattie Cheek presented on CRP Marketing – Focus: Moving Forward

Question: What would be the format and framework to implement this process?

She shared that she felt it was data driven, as it has a lot to where we want to go and how we want to get there and what we see as our outcome. Marketing should be a living document, a part of the strategic plan, comprehensive or short term.

Findings: It does not differ significantly from what the strategic plan will be about, but it would be a focus on how we get the word out to bring in new people and who they will be.

Review of Past Materials

Presenters: Emily Bloomfield and Elizabeth Mohler

Are there any past reports we want to continue on or is that work “ one and done”?

Emily Bloomfield presented on the review of the work completed in 2019 by the CRP In-home Working Group.

Question: What did they do in this study and what did they find? Is there is anything we should follow-up with CFSA on or continue any of that work the work with specific and targeted questions?

She shared recommendations and highlights and stated that there were items she felt that we could get a quick follow-up response on from CFSA. She also suggested that panel members read the report.

Elizabeth Mohler presented on the Town Hall Meeting held in 2019. She stated it was a nice event and well presented, that it got positive feedback, raised the visibility of CRP and provided a forum for foster parents and older you to express their needs and concerns. She added it was labor intensive, but worth it. However, it appeared that there was no clear change that came about related to CFSA practice, and the response from CFSA was mostly “We are already doing that.” She did not feel that there was an expectation set for what we wanted from CFSA – If we were to do another one, which she recommends, we will want to think about if we get recommendations, what do we do with them and what will be expectations from CFSA. She does not recommend doing a town hall this year, but maybe in another year and be more strategic in our planning.

Older youth

Theresa Gibson will report at a later time.

Shana Bartley thanked the groups for their presentation and announced a change in the order of next agenda items, moving forward first with our guest speaker and then following with the facilitator’s reports and updates.

**Office of the Ombudsperson for Children, District of Columbia**

* **Introduction**

Margie Chalofsky welcomed and introduced Shalonda Cawthon, Ombudsperson for Children, shared her bio and stated she will forward to panel members.

* **Presentation and Questions**

## Ms. Cawthon thanked the panel for inviting her to the meeting. She shared her background and gave an overview and a status update on what has been done so far in her new position. She shared that she spent last couple of months learning from others across the country, trying to learn what has worked for them and their structure. Ms. Cawthon explained that it is projected to have the website and database live by the end of January and that she is working with Department of General Services to explore options for the location of the office. She added that the legislation allotted for five staff. The Chief Deputy Ombudsperson is the first hire. have been selected and targeted to begin the first week of December. As CFSA has agreed to transfer all ombuds functions to her office, she is currently working with human resources to classify the Deputy CFSA Ombudsperson as well as the other positions. hopefully before the end of the year. Meetings have been held with CFSA, DYRS and DHS to see how they can collaborate together, as well as with other agencies to identify other touch points. She expressed that building relationships is very important to her, and she wants to learn from the roles that others have taken. The floor was then opened for questions and responses*. Ms. Cawthon requested that we forward her a copy of the in-home recommendations discussed in Emily Bloomfield’s report.*

## Facilitator Report and Updates

* **Report on Member status**

Margie Chalofsky reported that the liaison with MOTA Training and Appointment has changed. She stated that Pierrea’s appointment was sent to the legislature and that there were two new members in the pipeline but will not know further information until we get assigned a new person. She also stated that she had requested that the Mayor and Council hold up on new members, but the Mayor’s office has not. She added that we may need to propose a new process of bringing on new members.

* **Ethics Training**

Margie Chalofsky shared that she and Toni Carr attended an Ethics Training in October and that *she will share the link with panel members.* She stated it was not clear if this is mandated for panel members or recommended. Most of the requirements applied to 2E and 2F commissions, which CRP is neither, as we appear to be under “other boards and commissions.” She recommends that panel members take the training – if something should come up, saying you didn’t know is not protection. One relevant principle was about safeguarding confidentiality including on social media. The Facilitator team will send the contact information so that members can click on the shared link to take the training or call if they need any additional information

## Financial Report

## Patrick Foley, Treasurer, shared the summary of the fiscal report for income and expenses for the first quarter ending September 30, 2022, quarter. He stated that the total funds this period was $37192.65 with $9,999 towards salaries, $208.00 for supplies, and $31.71 towards website and maintenance, totaling 10,240.59. He shared that we have money budgeted and that we are in good shape . There were no questions from panel members. Margie Chalofsky shared that the date for the National CRP conference has not been announced and we will share it with panel member as soon as a date has been released.

## New Business

Shana stated that we were on track and thanked everyone for the interim sub-committee work. She stated that In terms of the workgroups, we are proposing and thinking through and revisiting the ideas CRP members had proposed and getting additional input by reviewing past reports. We should be in position to narrow our focus and start our work groups early in the new year. She added that it has been important to take these last few months for the Facilitator team to get up to speed as well as for the panel to get re-grounded. Shana Bartley opened the floor to further discussion on this topic.

Margie Chalofsky asked, what would make this a good process? Because there are so many difference ideas, how would we go about framing the conversation?

* Patrick Foley shared that it would be important that when choosing a topic, we know the end goal. Are we expecting anything to happen or are we just educating ourselves and using what we learn as a springboard to another year’s topic?
* Pierrea Wallace added that figuring out the outcome can be a great way to prioritize. She recommended for members who had participated in the initial conversation (on topics) to update where they are based on the information they have been learning over the past few months from meetings and information sessions and figure out what is going to have the biggest impact along with the goal. She asked if In the meantime, was there room for interim work before January for everyone who put those ideas in, to figure out what the goal would be and revisit it based on that information - is there anything that we want to remove, reduce? Are we interested in looking at other topics that were not on the list or are we only focusing on what is on the list?
* Mattie Cheek shared that we need a comprehensive plan in which we can develop our strategies and priorities so that all the things mentioned can be in that plan and from that we can look at expected outcomes and then start prioritizing. She feels that workgroups cannot be discussed at this point unless we know the larger context as to how we want to implement this and that we have been going around in circles for a while about this. She asked Margie Chalofsky if we were allowed to use money to hire a facilitator to help us get through this process. Margie Chalofsky replied that the feedback she received from some of the panel members was that they did not want to spend a huge amount of time of processing and that once we knew the scope and guidelines, that people wanted to move forward with the workgroups. She added that she feels that there is a split in terms of some members feeling like they are ready to move into workgroups and some feeling like there needs to be more structure in place, with our challenge to find that middle ground. Margie suggested that Mattie Cheek’s idea of a Project Plan that looks at the overall goal and how to get there through our projects (instead of a full strategic plan) sounded like a good next step to her. She shared that we do not have money budgeted for a facilitator, but we might be able to reallocate some existing funds. money around and that there might be some national folks that can do this for free if the group decides to go this route.

Margie Chalofsky asked members if they felt they wanted a longer process before picking work groups or do they feel ready now.

* + Shana Bartley added that during the brainstorming there were some broad and narrow topics and we agreed that there was some foundational learning we wanted to do. She stated that she does not want to take too much time trying to establish a foundation of shared knowledge but feels that one more set of conversations are needed to revisit what was said and use information learned to narrow our topics so that we can create stronger projects.
  + Mattie Cheek added that we will need to include our strengths and gaps and fill our gaps to develop a comprehensive plan to handle a project-based model going forward.
  + Margie Chalofsky asked if we would like to use the January meeting for someone to come in instead of going through the topics and that we can have more discussion as it feels like people are in different places. She invited members to speak up so that we can incorporate what most people want to do.
  + Pierrea Wallace stated that she was not opposed to a comprehensive plan, but this system is so broad and the topics we are talking about touch so much of a human’s life, that a comprehensive plan that is talking about strengths and weakness should allow the working groups to decide how they are tackling the topics. She added that when it comes to prioritizing the topics, there are very specific questions that we should ask ourselves as we are initiating ideas. She stated when bringing in another person to do a training, she would question if this is just someone who is going to talk to us in general about project management. She feels like there is more room for us to talk about what we want to do and what our goals are before inviting someone else and that we can come up with those questions before our January meeting to help us limit our focus.
  + Mattie Cheek added that she would never recommend a trainer but a facilitator who has been trained to help work through these types of issues to develop our framework and that this would not negate any of the things Pierrea Wallace shared but would help us put it into perspective.
  + Pierrea Wallace responded that her concern is if the facilitator brought in does not understand the system it would be harder for them to understand how to implement something. She agrees it can be helpful and not against it, the question is would be if the facilitator brought on would understand enough about this system to be able to aske the questions to help us focus our work.
  + Dr. Wanda Thompson stated that it would be important for us to go back to CAPTA and look at what we are required to do as members of the panel. She added that we have the expertise and wherewithal amongst the panel to do this. She stated that we need to look at those three or four things under CAPTA that we are required to do and look at how our questions fall under each one of those categories to be sure that whatever our interests, that we are speaking to the things we are supposed to be doing. She added that we can take what we have and put it under the categories in CAPTA, and see which ones fit and which ones doesn’t. We can do other things, but we have to make sure we are doing the things we are supposed to do. Our workgroups should be construed that we carry out those functions and anything that does not meet those, to set aside for a later time.
  + Mattie agreed with Wanda Thompson but added that CAPTA gives us the what but not the how and that it is up to us to figure that out and that is why she suggested that we look at project management comprehensively as to how we are going to implement what CAPTA says.
  + Margie Chalofsky suggested we setup an interim conversation to plan our next steps so that we are clear of what direction we are going, and have some work done before January. She stated that she will put out a doodle poll and anyone interested in continuing this conversation can fill it in and we can go from there. She thanked everyone for their participation and stated she was energized with all the work that has been put in by panel members.

## Concluding Comments

Shana Bartley stated thanked everyone for their attendance and wished them a Happy Thanksgiving. She asked members to look out from an email from the Facilitator Team.

The meeting adjourned at 8:30.

Respectfully Submitted

Margie Chalofsky, CRP Facilitator

Toni Carr, CRP Administrative Support