



**Region IV Citizen Review Panel
707 N. Armstrong Pl, Boise, ID 83704
Huckleberry 1**

**Tuesday, August 2, 2022
4:00 pm – 6:00 pm**

Members: Nicole Noltensmeyer, Katie Fidrych, Allison Berkson, Britney Journee, Merritt Dublin, Brian McCauley. Shannon McCarthy is on leave and excused.

Guests: Jessica Ruehrwein (Safe Families)

Staff: Courtney Boyce (CDH), Niki Flock, Heather Slavin (DHW)

Call Meeting to Order

Brian McCauley, Region IV Citizen Review Panel Chair, called the meeting to order at 4:01pm.

Motion: Brian made a motion to approve meeting minutes as written. Merritt seconded. None opposed.

Motion: Brian made a motion to approve the agenda as written. Allison seconded. None opposed.

Safe Families

Jessica Ruehrwein provided a presentation on Safe Families. This presentation will be added to the public record and listed in the meeting minutes. The public can receive more information on Safe Families in the Treasure Valley at <https://treasure-valley.safe-families.org/>.

Recommendations

Confidentiality

Allison provided several recommendations for the Panel to consider submitting in the next R4CRP Quarterly Report. The first recommendation would improve training for

caseworkers and resource parents, and ensure documentation is provided to foster parents and identified clearly as being confidential. The Panel discussed this recommendation thoroughly and provided suggestions on points of clarity.

Motion: Brian made a motion to accept this recommendation as written for submission to the Department. Nicole seconded. None opposed. The motion carried.

Critical Incident Report

This recommendation was based on a concern that was submitted in the FY 2022 Q1 Report, regarding child fatality, and near fatality reporting. This recommendation would update the Critical Incident Report instructions to be more cohesive and inclusive while updating definitions and streamlining the process. This process would include out-of-home care or prior involvement with child welfare.

Collaborative Review

Nicole discussed a recommendation on a collaborative review process that would include, but not be limited to, DHW staff, external partners, child welfare stakeholders like public safety partners, the judge, foster parents, bio parent, GALs, etc. This primary review process could be initiated and move to a secondary review with supervisors and collaboration with multiple individuals and organizations. This could happen at any time, including when cases are open or after case closure. A person would be assigned the responsibility of making sure that the tertiary review process is completed, action is initiated, or the issue is resolved. These case reviews occur to a degree at the Department but are not a cross-collaborative effort between multiple agencies. Multi-Disciplinary Team (MDT) meetings include the safety team, schools, law enforcement, CARES, and whatever parties are relevant in that situation. Images from that discussion are entered below in the meeting minutes. It was discussed how this process would be different from Multi-disciplinary teams which are led by the local Prosecuting Attorney and requires a Confidentiality NDA and MOU.

Administrative Update

Courtney provided the budget that was finalized from July 2022, after the end of the fiscal year concluded in June 2022 and all billing was processed. Courtney reminded the Panel of operating and personnel funds that rolled over from FY2021. FY2022 also experienced a small roll-over. The FY2023 is still being revised with roll over from FY 2022 and the addition of CAPTA funds. We anticipate funds for FY 2023 will be spent

given the new hire, the PHD Liaison Role with Research Support, and Program Manager level participation in meetings as was discussed on a quarterly basis.

Courtney discussed that the new AA hire will start on August 8, 2022. We will work with them to get their enhanced background check completed ASAP. They will be in attendance during the September meeting. Courtney will not be in attendance in October as she is out of the office. Courtney will ask HPP Program Manager to attend in her place. Courtney discussed that she will transition the new AA to be the main support staff for the R4CRP, and she will be available for quarterly meetings with DHW as her schedule allows. Additional support is requested in writing and by assignment, with the approval of the HPP PM. Courtney also reminded the Panel to use R4CRP@cdh.theidaho.gov email for all communications as this will be checked by both staff members in the future.

Adjourn

The Panel discussed the tentative September agenda.

- DHW Administration
- Case Review/Executive Session
- Recommendations:
 - Critical Incident Report
 - Collaborative Review

Brian McCauley, Region IV Citizen Review Panel Chair, adjourned the meeting at 6:02pm.

Meeting minutes prepared by Courtney Boyce.

Image One

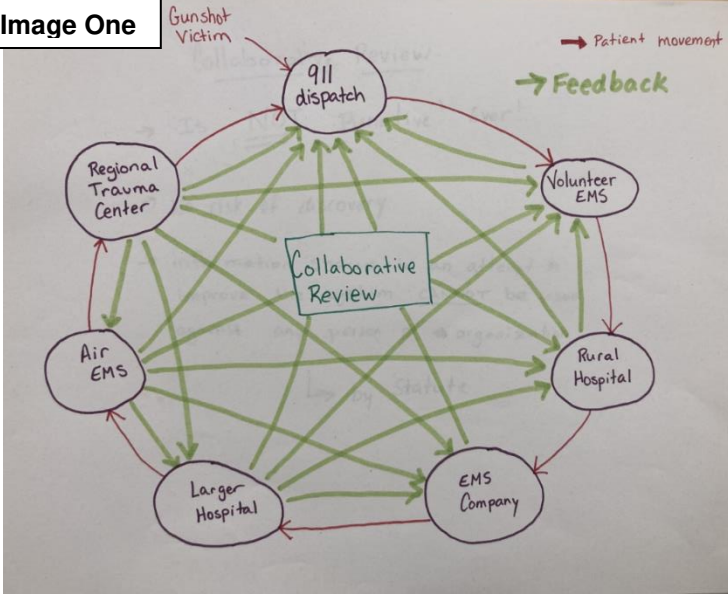


Image Two

Collaborative Review:

- Is NOT Punative! Ever!
- No risk of discovery
- information shared in an attempt to improve the system CANNOT be used against any person or organization
- ↳ by Statute

Image Three

Medical Emergency

Report of child abuse/neglect

<ul style="list-style-type: none"> • 911 dispatch • Volunteer EMS • Rural Hospital • EMS Company • Larger Hospital • Air EMS • Regional Trauma Center 	<ul style="list-style-type: none"> • 211 report line • Safety assessor • case worker • bio parents • GAL • Foster Parents • Counselor • lawyer • judge • TPR/Reunification • 1 year review • 5 year review
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- CRP
- Selection Committee

Anyone or any event can "Ring the bell."

Image Four

