

IOWA CHILD ADVOCACY BOARD
STATE BOARD MEETING
Conference Room 320
Lucas State Office Building
Des Moines, Iowa
Friday, June 22, 2018
12:00 p.m. – 3:00 p.m.

State Board Members Present:

Mark Hargrafen
Beth Myers
Judge William Owens - Phone
Sara Parris
Wayne Schellhammer
Michael Steele

Staff Present:

Jim Hennessey
Amy Carpenter
Shirley Hoefler - Phone
Sherri Ripperger

Call Meeting to Order; Roll Call of Board Members

Hargrafen calls the meeting to order at 12:05 p.m. with a quorum present.

Approval of Minutes for Previous Meetings

Schellhammer moves and Myers seconds a motion to approve the March 2018 Iowa Child Advocacy Board meeting minutes. Motion passed unanimously.

Management Report

Exhibit 1. Hennessey reviews the May Fiscal Report. He explains that some of our grant funds will more than likely be carried over to FY19. We are above what we projected for IV-E money at this point, so hoping to come out ahead in that funding source at the end of the fiscal year. We are projecting to be a little bit ahead for the end FY18.

FCRB Program Report, Shirley Hoefler

Exhibit 2. Hoefler reviews the FCRB Program Status Report. She explains now that FCRB members are being entered into CAMS, the term renewal dates are now populating. Staff will be renewing terms for FCRB members over the next several months. Local FCRB members from around the state have been invited to participate in a group interview as part of the CFSR. We are still looking for a representative for DHS service area 2 which is North Central Iowa and DHS service area 5, South Central, but should have members confirmed by next week. Judge Owen states that he will also be participating in these interviews as part of an effort with Children's Justice. Hoefler reviewed the policy revision summary. The only real policy change is the implementation of CAMS for volunteer record management. All other changes are procedural. Steele expressed concern from his two local FCRB that he serves on about the amount of time it will take to use CAMS. Hoefler assures the board that we do not want to rush any of the board and adjustments to time will be made if needed.

Schellhammer moves and Steele seconds a motion to accept the FCRB Policy & Procedure recommendations. Motion passed unanimously.

CASA Program Report, Amy Carpenter

Exhibit 3. Carpenter reviews the FY18 CASA Program Status Report. She points out that we have more advocates assigned than we have all year. Coach numbers are still ahead of our FY18 goals. Exhibit 7. National CASA has required all local programs to have a Logic Model. All of our programs have their Logic Model's drafted and they are in final stages of approval. Our state logic model has been in action for 6 months. Exhibit 3b. The assessment done by Blake Roth on the CASA Program's coach model recommendations were to implement the coach model fully. This will be implemented FY19. Carpenter reviews the coach model focuses for FY19.

Myers moves and Parris seconds a motion to approve the CASA P & P Changes. Motion passed unanimously.

Sustainability and Quality of the CASA and FRCB Programs, Carpenter & Hoefler

Handout 8. Carpenter explains that at the March 2018 staff meeting coordinators were presented with two goals for the CASA Program. We need to increase number of children who have an advocate and increase the overall quality of advocacy provided. Full staff commitment is very important. New expectations were introduced surrounding the coach model. Identifying quality, outcomes for kids and growing our coach model really give us a strong foundation to seek additional funding.

Hoefler explains that for the sake of board member retention we need to do the progress evaluations and paying attention to the start and end times of the volunteer's term. We need to start paying more attention to the volunteer management side. We also will be working on getting all board with less than 5 sworn in board

members to capacity. Adding value to the process will also be a priority. These will be primary focuses of FY19.

Carpenter and Hoefler are looking at developing work plans for next year and taking a little bit different approach. Goal areas have been developed and each coordinator will help establish their own timeline. Each of their logical models will be incorporated into their work plan. We are hoping this helps them feel some ownership of their local program.

Myers moves and Steele seconds a motion that we as the board recognize your efforts to help employees made the changes needed to advance these priorities and secondly endorse the plans you have developed to move forward; increasing the number of children served and enhancing the value of advocacy services. Motion passed unanimously.

Friends of Iowa CASA and ICFCRB

Handout 4. Hennessey reviews the events Friends has planned for the upcoming year.

Friends continues to work on grants and funding to support ICAB. At each of the events we end up getting people interested in becoming and advocate or wanting to help the program in some way. Pearson is always looking for contacts throughout Iowa. Friends did contribute \$48,000 to the ICAB budget this year.

Schellhammer asks if Pearson's position is fully funded for the upcoming year and Hennessey states that it is.

CAMS System, Hoefler

We are working on getting the bugs worked out in the new system, but are happy with where we are at right now. We continue to have weekly calls and Five Points is very responsive.

Goal Tender Reports

Parris updated the board on the results focus. The CAMS system is up and going for staff. Work remains on the training portion of the system along with finishing the development of some reports. Staff, CASA Advocates and Coaches have all been trained and are able to use the system. We are hoping to pull data out of CAMS by the end of FY19. Regarding FCRB all the process and form changes have been made for implementation.

Carpenter updated on communication throughout ICAB. Slife's FTE allows for ¼ time looking at grants and funding. We have had a site visit for Service Enterprise Initiative and we are working on getting that certification completed. We continue to have monthly all staff conference calls and Google Hangout regional meetings quarterly. We use administrative, training, CASA and FCRB bulletins to disseminate information.

Hennessey states that we have been invited for the first time to provide feedback for the CFSR Review Team. Hoefler spoke about this during her report. We've been invited by DHS to form a new citizen review panel.

They would gather information on an ongoing basis and once year come together to review strengths, deficits and change needs in child welfare. Work has been done to put together a marketing team made up of volunteers. We plan to pair National CASA's marketing efforts through this new marketing team.

Myers states that the specialists continue to work together as a training team to develop CASA in-service training to address advocate core competencies and skill advancements. CAB continues to take steps to become a trauma informed agency. CAMS will help with these efforts. Hennessey has taken on responsibility for leadership training for all staff through the National CASA grant. Hennessey states that we applied for a grant to support some leadership training for staff. The focus is on leadership development and volunteer management development. We will probably add some materials on organizational and individual resiliency, servant leadership and emotional intelligence. The other piece that we are covering with the grant is providing a training session provided by our training staff called Courageous Conversations.

FY 19 Budget Spending Plan, Hennessey

Handout 5. Hennessey goes through the different categories of the spreadsheet. Due to carry over of grant funds and in increase in general funds we will be starting the year off in a better place than last year. Schellhammer asks how the establishment and access of funds that were moved to the State, are going. Hennessey states that the wrinkles have been worked out and feels the process is going pretty well. Schellhammer moves and Parris seconds the approval of Fiscal 19 spending plan. Motion passed unanimously.

Handout 5 Addendum. Hennessey reviews the FCRB Table of Board Assignments. He also pointed out strengths and risks in our spending and operational plans for FY19. Jim asks if he could get a few board members to be on a Budget Committee. Schellhammer, Clarke and Hargrafen have agreed to be on the committee. Hargrafen feels like in the immediate future we need to look at possibly coming up with a budget request to the state for more funds. As we plan, he would like to incorporate staff thoughts about financial needs for their program now and in the future.

Hargrafen explains that there is a new rule from National CASA that Hennessey needs to be evaluated each year. There is a tool that we can use from NCASA and he will be leading the process. Hargrafen will reach out to members of the board for help with the evaluation.

Review of Future Meeting Dates

September 21st from 12:00 p.m. – 3:00 p.m. at the Lucas Building Rooms 319 & 320.

Future meetings: December 7th.

Myers motions and Parris seconds the meeting adjourned. Meeting adjourns 2:50 p.m.

ICAB Minutes Prepared By: 
Sherri Ripperger

ICAB Minutes Approved On: 9-21-18

CAB Minutes Approved by Child Advocacy Board Vote

Approved By: 
Mark Hargrafen, ICAB State Board Chair

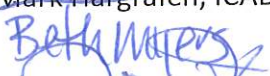
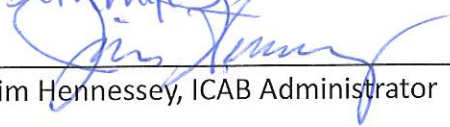


Jim Hennessey, ICAB Administrator

Exhibit 1: May Month End Budget Review

Exhibit 2: FCRB Program Status Report

Exhibit 3: CASA Program Status Report

Exhibit 4: Friends of Iowa CASA Summary Report

Exhibit 5: FY19 Budget Spending Plan

Exhibit 5 Addendum: Spending Plan Addendum

Handout 7: Logic Model

Exhibit 8: CASA Sustainability