

IOWA CHILD ADVOCACY BOARD
STATE BOARD MEETING
Conference Room 319 & 320
Lucas State Office Building
Des Moines, Iowa
Friday, December 11, 2020
12:00 p.m. – 1:30 p.m.

State Board Members Present:

Rachel Cadena
Courtney Clarke - Phone
Mark Elcock - Phone
Beth Myers - Phone
Judge Owens - Phone
Michael Steele - Phone
Dr. Angela Stokes - Phone
Wayne Schellhammer

Staff Present:

Shirley Hoefer - Phone
Sherri Ripperger
Steffani Simbric

Call Meeting to Order; Roll Call of Board Members

Myers calls the meeting to order at 12:03 p.m.

Approval of Minutes for Previous Meetings

Handout 1. Clarke moves and Steele seconds a motion to approve the September 2020 Iowa Child Advocacy Board meeting minutes. Motion passed unanimously.

CASA Program Report, Steffani Simbric

Handout 2. Simbric states that the National CASA State and Local Standards have not been published yet. We are waiting on them to be published. Once they are we will update our CASA Policy and Procedures. We are hoping this will be finalized in March 2021.

We are continuing to refine our new pre-service training. Simbric feels that it is going pretty well at this time. With the Family First legislation we continue to monitor any impact to our programs.

Covid continues to impact our services to children. Simbric reports that we have several children that have not been seen. She feels that part of this could be data entry issues. We are currently working on a plan that enlists coordinators' help to set up virtual visits between the advocate and the children on their cases.

For 2021 we are making a concerted effort to ensure that our advocates get their 12 hours of continuing education. We plan to send out a survey to all volunteers after the first of the year to ask how we can be more successful in helping them get their continuing education hours completed.

For the upcoming year we plan to get our policies and procedures in order and get prepared for the National CASA review. We have been taking steps to get prepared for the review and have a plan moving forward. We also are focussing on our new training curriculum. Myers asks if we know when National CASA will be coming to do the review. Simbric states that we are slated for the 3rd quarter of the upcoming calendar year. She also says that we have to have all of our documents uploaded by April 2021.

FCRB Program Report, Shirley Hoefer

Handout 3. Hoefer states they are doing the best they can to provide reviews during Covid. It's hard to gauge how much of the attendance issues are due to the pandemic or if it is the format we are using. We will continue tracking this to the best of our abilities.

Rationale statements will be coming out today after the meeting. There are four new and four reappointments. If board members need any clarification on any of the documents let Shirley know and she will work with the coordinator to get the information for you.

We have 24 boards serving in 49 counties. All but two had resumed in person reviews. As of December we are doing virtual meetings where interested parties can also participate. This has allowed parents living in other states and kids placed in other states to join these meetings. Most are electing to continue virtual IP meetings into January. Some boards who have larger meeting areas are continuing to do in-person meetings.

We are in the process of reviewing the Iowa Code and administrative rules. Hoefer states in a meeting with Kara Regula in early November, they learned that as of 2018, DHS has no longer been using foster care reviews to meet the federal requirement for foster care administrative reviews every 6 months. DHS is primarily using the court system to meet the required reviews. Elcock asks if we know why this decision was made. Hoefer says it's partially because we do not get all the parties to the table. People are more apt to go to a court hearing. Hoefer feels like this opens the door for us to look at our code and the administrative rules and really figure out where we can be a value to the system and the kids we serve. Elcock suggests we approach the State Public Defender's office and have some administrative rules adjusted so the FCRB meetings are required

for the attorneys that are doing the court appointed work.

We are working on updating the FCRB pre-service training. Getting Family First information into the pre-service curriculum is important. The goal is to have the curriculum revised by the end of the current fiscal year. We will begin work on Code and Administrative Rules review. We are hoping to have a rough idea of the things we are looking at for the State Board by the March 2021 meeting. The Legislative code changes will be due fall 2021.

ICAB is on track to start reviews in early 2021 for children in Jasper and Floyd counties.

Work is being done to start the Polk County FCRB pilot. The starting focus would be for youth who have a goal of APPLA. Hoefler will continue working with the group of women interested in assisting with establishing this board.

Budget Report, Steffani Simbric

Handout 4. Simbric states that she doesn't have any concerns about the budget at this time. We have a staff position open right now that has given us a little extra cushion. We have also brought in quite a bit of extra revenue. With some of our remaining funding we are looking at making some upgrades to our data management system (CAMS). We are holding back \$35,000 in case the current FCRB database system fails. The FCRB database system is currently being run on Access 2003. We also have money set aside for the Drupal 8 website development. Schellhammer asked how the virtual LOH auction turned out. Friends raised \$15,691.

Strategic Plan Update, Steffani Simbric

Goal 1: Funding Update. Strategy 3: ICAB's funding is pretty consistent this year. Simbric states we can't plan on Friends' contributions this year due to the pandemic. Friends do not know how much money they will be able to raise. \$195,000 of our \$247,000 in grant/foundation funding is new. We are forecasting \$660,000 in IV-E money for FY21. Our grant manager, Jennifer Slife, is focused on increasing grant funding and Simbric will work on bringing in additional funds to achieve the 5% increase each year. The strategic plan was adopted December 2019, halfway through FY20 and funding was not increased by 5%. At this time, FY21 funding is slightly over a 4.5% increase. Covid has significantly impacted our FY21 funding goals.

Goal 2: Volunteer Engagement. At this time we are trying to figure out our baseline numbers to increase the number of volunteers by 50% over the five year plan. We need to determine where the volunteers are needed. Management is also looking at staffing and budget implications. We are focusing on volunteer retention, recognition of volunteers and recruiting a more diverse population.

Goal 3: Training Update. Management feels in-service training for all volunteers and training for staff should be 100% for CY21.

Goal 4: Partnerships and Public Awareness. Once we have our programs in order we will get the by in from stakeholders.

New Business

State Board reappointments have been submitted to the Governor's office.

Future Meeting Dates

Next meetings are scheduled for March 12, 2021 and June 11, 2021 from 12:00 p.m. – 3:00 p.m. at the Lucas Building Rooms 319 & 320.

Clarke motions and Cadena seconds the meeting adjourned. Motion passed unanimously. Meeting adjourns 1:20 p.m.

ICAB Minutes Prepared By: _____
Sherri Ripperger

ICAB Minutes Approved On: _____

CAB Minutes Approved by Child Advocacy Board Vote

Approved By:

Beth Myers, ICAB State Board Chair

Steffani Simbric, ICAB Administrator

Handout 1: September 2020 Board Minutes

Handout 2: CASA Program Report

Handout 3: FCRB Program Report

Handout 4: FY2 Budget Report