

FCRO Advisory Committee Minutes
August 1, 2013
Hruska Law Center, 635 S. 14th, 2nd Floor Conference Room, Lincoln NE

MINUTES OF THE ADVISORY COMMITTEE MEETING

NO. 9

- Call to Order A meeting of the Foster Care Review Office (FCRO) Advisory Committee was held on Thursday, August 1, 2013. Notice of the meeting, pursuant to statute, was published. Craig Timm, the Advisory Committee Chairperson, called the meeting to order at 1:03 p.m.
- Roll Advisory Committee Members present were: Michelle Hynes, Sheree Keely, Sandy Kruback, Elizabeth Neeley, and Craig Timm.
- Staff Present Kim Hawekotte and Heidi Ore.
- Open Mtgs Law Chairperson Craig Timm stated that the Open Meetings Law and Agenda for the meeting were posted per law.
- Agenda The Advisory Committee reviewed the agenda. Sheree Keely asked that the meeting time be added to future meeting agendas. Michelle Hynes moved to approve the agenda. Elizabeth Neeley seconded the motion. Seeing no further discussion, a roll call vote was taken. Sandy Kruback, Elizabeth Neeley, Michelle Hynes, Sheree Keely, and Craig Timm voted for the motion. There were no votes against.
- Minutes Elizabeth Neeley moved to approve the minutes from the June 18, 2013, meeting. Sheree Keely seconded the motion. Seeing no further discussion, a roll call vote was taken. Sandy Kruback, Elizabeth Neeley, Michelle Hynes, Sheree Keely, and Craig Timm voted for the motion. There were no votes against.
- Financial Report Kim Hawekotte asked the Advisory Committee to review the July 31, 2013, Budget Status Report. Ms. Hawekotte stated that the budgeted amounts on the report incorporated new appropriations, re-appropriations and encumbrances. The Committee discussed expenditures, budgeted amounts, the biennium budget process, and possible future carryovers. The Committee had no further questions concerning the Budget Status Report.
- Exec Director Report Ms. Hawekotte reported on legislation impacting the FCRO and/or children in care including LB 561, LB 216 & LB 269. Ms. Hawekotte stated that Probation is developing a system to report to the FCRO and would have the

system functional by October 1, 2013. With regards to LB 561 and LB 216 Ms. Hawekotte stated the Management team and additional stakeholders would develop an appropriate review process for Probation youth and youth aged 19 to 21. Ms. Hawekotte stated that the Nebraska Children's Commission staff is housed in the FCRO Offices per statute, that work is being done to establish the Research Analyst position, and that she would assist the Commission in filling that position.

Ms. Hawekotte stated that 413 persons total attended the six FCRO sponsored trainings held across the state, that legal training and trauma informed care rated high by the participants, and that next year the FCRO would work to collaborate and co-sponsor more trainings with system partners such as CASA. Ms. Hawekotte stated a cost and revenue report would be provided to the Committee at their next meeting.

Ms. Hawekotte stated that the FCRO's Rules and Regulations were at the Attorney General's office ready for their signature.

The Committee discussed the Director's update including the no eject – no reject policy implemented in Kansas that may assist Nebraska in addressing the high number of placements and FCRO's relationship with DHHS and Probation.

Current Projects

Ms. Hawekotte updated the Committee on current FCRO projects including the updating of the FCRO's data collection form and recommendation document by Management staff and herself. Ms. Hawekotte reported that staff would be trained on the new forms in October and would begin utilizing the new tools January 1, 2014.

Ms. Hawekotte provided the 2013 Work Rules Manual to the Committee outlining updates from the previous year. Changes to the Work Rules were reviewed, discussed and supported by the Advisory Committee. The updated Work Rules Manual went into effect August 1, 2013.

Ms. Hawekotte provided a list of staff, local boards by area, and local board member backgrounds to the Committee. The Committee discussed the number of local board members per board, the location of local boards compared to the population of children in care, and the need to develop and implement a plan to diversify FCRO local board member volunteers. Ms. Hawekotte stated that a strategic recruitment plan would be provided to the Committee at their next meeting.

Ms. Hawekotte stated that local board members would be receiving a letter regarding their term and a re-application form and a CPS check where applicable to fulfill statute's requirement for local board members to re-apply every 3 years to serve on a local board.

Ms. Hawekotte provided a report showing that the number of FCRO reviews had decreased from 2012 to 2013. She stated that she would be attending local board meetings across the state in the next 3 to 4 months, she would be sending out an internal survey to staff requesting feedback regarding how their needs are being met, that she was meeting with Senator Campbell on several subjects, that she was meeting with Nebraska's federal representatives to discuss requirements concerning the FCRO's tracking system, and looking at several new technologies to assist the FCRO's work processes.

Old Business

Ms. Hawekotte updated the Advisory Committee on the status of several ongoing internal projects. Heidi Ore shared with the Committee that the scanning project was underway, that two SOS staff persons are working full time scanning and indexing children's existing records, and that upon completion of the project the file cabinets would be removed.

Ms. Hawekotte stated that while the FCRO staff participated in the development and testing of the electronic transfer of case manager names to the FCRO's tracking system, the DHHS led project had to be put on hold due to inexplicable programming problems.

New Business

Ms. Hawekotte provided a draft policy concerning training requirements for local board members. The Committee reviewed and discussed the proposal, added some elements to the volunteer's initial training curriculum, asked that local board members be provided training to consider family strengths, reviewed the proposed amount of training, and acknowledged that delivery systems would continue to evolve.

Michele Hynes moved to adopt 6 hours of mandatory ongoing training every 2 years for local board members beginning January 1, 2014. Sheree Keely seconded the motion. Sandy Kruback, Elizabeth Neeley, Michelle Hynes, Sheree Keely, and Craig Timm voted for the motion. There were no votes against.

Ms. Hawekotte stated that the process to ensure local board meetings were held under the Open Meeting's law had been implemented July 1, 2013.

Ms. Hawekotte and the Advisory Committee discussed topics for the September 15, 2013, Quarterly report. Those topics included the rate of children returning to foster care and relevant demographics.

Public Comment Chairperson Craig Timm asked if there were any public comments. Seeing none, the meeting continued.

Executive Session Elizabeth Neeley moved to go into Executive Session to discuss personnel issues. Sandy Kruback seconded the motion. Seeing no further discussion, a roll call vote was taken. Sandy Kruback, Elizabeth Neeley, Michelle Hynes, Sheree Keely, and Craig Timm voted for the motion. There were no votes against. The Advisory Committee went into Executive Session at 3:38 p.m. Kim Hawekotte was asked to remain.

Michelle Hynes moved to come out of Executive Session at 4:50 p.m. Sheree Keely seconded the motion. Seeing no further discussion, a roll call vote was taken. Sandy Kruback, Elizabeth Neeley, Michelle Hynes, Sheree Keely, and Craig Timm voted for the motion. There were no votes against. No motions or actions were required after Executive Session.

Next Meeting The next Advisory Committee meeting was set for October 23rd, 2013, at 1:30 p.m. with the location to be determined at a later time.

Adjourn Elizabeth Neeley moved to adjourn. Michelle Hynes seconded the motion. Seeing no further discussion, a roll call vote was taken. Sandy Kruback, Elizabeth Neeley, Michelle Hynes, Sheree Keely, and Craig Timm voted for the motion. There were no votes against. The meeting adjourned at 4:55 p.m.