

**District IV Citizen Review Panel Meeting  
Central District Health Department  
707 N. Armstrong Place, Boise, Idaho  
Tuesday, August 6, 2019 ~ 4:00 PM – 6:00 PM**

**Panel Members:** Brian McCauley, Nicole Noltensmeyer, Kym Nilsen, Darcie Bobrowski, and Shannon Pearson

**Staff:** Alexis Pickering (Central District Health Department) and Andie Blackwood (Idaho Department of Health and Welfare)

**Absent:** Melissa Mezo and Teri Murrison

**Citizen Review Panel Meeting Call to Order**

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

**Consent Agenda for July 2, 2019**

Brian asked the Panel to review the meeting agenda and previous meeting minutes. No edits were made.

**Motion:** Darcie moved and Kym seconded to approve the agenda. All in favor, motion carried. Nicole moved and Kym seconded to approve the minutes. All in favor, motion carried.

**CDHD Staffing Update**

Alexis informed the Panel that Central District Health is in the second round of interviews for Alexis's previous position and will make a decision by the end of this week. Alexis will stay on to assist for the next few months.

**Legislative Oversight Committee Update**

Alexis submitted the Quarter 3 report to Senator Lee. She included questions asking who the Idaho Department of Health and Welfare (IDHW) contact is and the frequency and date/time the Legislative Oversight Committee meets. Alexis did not get a response, but received an email from Geri Rackow informing her that the Legislative Oversight Committee March meeting was canceled, but they will be meeting in October. The next CRP report is due in October. Alexis offered to invite legislators on the Oversight Committee to attend the CRP meeting in October and the Panel can present their findings then as well. The Panel agreed that that was a good plan.

**Case File Workshop**

Brian asked the group for ideas for how they think we can improve the case review process. The Panel reviewed various data points and grouped them into 3-5 categories. Each member chose topic areas that meant the most to him or her. Brian mentioned the value and efficiency of having GAL and foster parents give panel members a high-level report in addition to the documents in eCabinet. Brian recommended that the foster care system add a file or report from a foster family perspective. Nicole printed off

After the exercise and reviewing the topic areas, the Panel decided to collect data around the following topics:

**I. Substance Abuse**

Goal is to assess the success rate of cases where substance abuse for either parent was an issue. To accomplish this goal, track the following:

1. Date of UA
2. Whether results of UA were positive, negative, or if parent was a no-show
3. If levels of drugs in system decreased (only if this info is readily available)
4. If parent was admitted to Drug Court
  - i. Whether parent graduated from drug court
  - ii. If still in drug court, current level of participation within drug court

**II. Emotional Well-Being of Child**

Goal is to assess child's well-being, attachment, if the child is being heard, and child's feelings of security and safety throughout process. To accomplish this goal, track the following:

1. Number of placements
  - i. Start and end date for each placement
  - ii. Reason for placement change
  - iii. Where is new placement? (foster family, bio family)
2. Number of case workers
3. Number of school changes
  - i. Start and end date for each school
  - ii. Grade attended while at each school
  - iii. Reason for change in schooling
4. If child was represented by GAL or an attorney
  - i. If GAL appointed:
    - a. Date appointed
    - b. Number of reports filed by GAL
    - c. Change in GAL throughout case
  - ii. If attorney appointed:
    - a. Date appointed
    - b. Number of reports filed by attorney
    - c. Change in attorney throughout case
5. Forced visitation
6. Length of the case
7. Services provided to child and if those services were appropriate

**III. Number of Referrals to DHW**

Goal is to assess average number of referrals to DHW before child is taken into care, track total number of referrals and include:

1. Date of Referral
2. Reason for referral
3. Outcome of referral (substantiated, information only, unsubstantiated)

**IV. Judge Not Following DHW/GAL Recommendations and Timeline to TPR**

Goal is to assess how often judge strays from recommendation of DHW and GAL and to assess the length of the cases. To assess, track the following:

For Length of Case through TPR:

1. Date case began
2. Date State or GAL moved for TPR
3. If TPR was entered and date TPR entered

For GAL/DHW Recommendations:

1. DHW recommendation before each hearing
2. GAL recommendation before each hearing
3. Decision by judge after each hearing

**V. Mental Health**

Goal is to assess prevalence of mental health issues in cases. Track the following:

1. Did either parent suffer from mental health issues?
2. Was a psych evaluation or other mental health screening tool completed?

The Panel mentioned that a defined path in drug court and family/mental health court would be beneficial.

**Adjournment:** Brian adjourned the meeting at 6:13 PM.

Minutes prepared by Alexis Pickering