**Children's Services Review Panel (CAC) Minutes**

January 27, 2025; 4:30 – 6:30 PM

https://zoom.us/j/98236935012?pwd=1aQdPvVwuw8V310V5V3vYcJs7BcCem.1

Members Present: Molly Evans, Ankit Sood, Casey Acord, Jill Esch, & Tonya Long

Ramsey County Staff: Alex Cleveland, David Herrera

Guests: Laura Gapske (DCYF), Jill Gunderson-Gernes, Kristine Frick, Abby Latham, Beth Blick (on phone)

**Reminder of Agreements:**

If you would like a copy of agreements, please reach out to Laura Gapske.

**New Actions:**

* Approval of January Meeting Minutes
  + Approved with no edits.

**Chair Update:**  None

**County Update:** Alex Cleveland

**DCYF Update:** None

**Dept. Children, Youth, Families CQI Team Presentation**

There are three team totals: Change manage, data and research, and case review teams.   
These three teams’ goal is to look into what is and isn’t working in child welfare, child protection and advice the agency on what changes need to be made in order to become more equitable and improve residents experience within the system.

CQI Team can help us create a survey, edit it, put it in Qualtrics (online survey service), and collection of data. They can also help us with the process to approve this through the board that approves surveys for vulnerable populations (Institutional Review Board).

Recommendation would be to have survey open from 2 weeks to 1 month; they do not recommend having it open for extended periods of time. After closure of survey, they would also help us make meaning of the results to create recommendations to Ramsey County.

Questions, Thoughts:

* David will check in with Ramsey county’s research team to ensure we are on the same page.
* Something Ms. Tonya recommends is to shorten the survey to make it easier to fill out
* If we want this survey administered in July, we need to remember school will not be in session

**Foster Care Survey: Background Information**

Ramsey County has been working on reducing the number of children placed with strangers when in foster care. Currently, we have around 75% of our foster children placed with family or community members. We have specific teams who help look for family who can act as foster care, supporting them through every step of the process to become a licensed home. During the first month, we also have specific milestones that we want the foster home to do to make the child and the parents feel as comfortable as possible, like ongoing meetings with caregivers, frequent calls between children and parents, creating meaningful relationships with family member and trusted adults to care for child, among other things; 30 days to family kinship support is the model we use for specific families with complicated needs.

**Foster Care Survey: Other Surveys being used by other agencies; conversations**

Ms. Tonya shared a couple of options she found online that we can look at for some inspiration for our own survey.

Ms. Molly shares that in a survey she did in the past with youth, she used actual emojis (like the ones used in texting) to help youth express how they feel.

* Members are in support of this.
* We can also look into what other surveys have used emojis or pictures, along with multiple choice questions.

In terms of questions, there is a suggestion to have at least 1 open ended question for youth to share thoughts and feedback.

For ages, we hope to cap it at age 17. In terms of early cap, the original survey was age 13. However, we can start at age 10.

* 5 members in support for 13-17

Survey Focus and vision

* When the original survey was created, the focus was seeing if statute being followed and how youth were staying connected to their communities, when placed out of home placement.
* Need to revisit the Out of Home Placement Plan (OHP) in [Sec. 260C.212 MN Statutes](https://www.revisor.mn.gov/statutes/cite/260C.212)
* Cultural considerations: religion, food, clothing, spiritual practice,
* We need to narrow down the questions we want to ask and focus on. Try to stay within 1,2, or 3 broad categories.
* Need to consider how to avoid bias especially with the need to potentially use a third party to distribute the survey.
* Culture, education, well-being, procedure, and family visits.
* Discussion on how well-being is defined for the survey. Well-being is not always translatable in other languages. Molly distributed a survey recently that opted to not use that language because it was not accessible.
* Tonya shared the SPCCC mental health survey on the Youth Outcomes Plan as an example.
* Jill G.G. shared the history of the 2022 survey and how the questions were developed.

**Foster Care Survey: Connecting it to current, ongoing, and future work**

Minnesota African American Family Preservation Act, being implemented right now, has an emphasis on culture and supporting families. This survey could be connected to some of the work Ramsey County is required to do.

**Announcements/ Updates**

* March Meeting will be in the Plato Building Conference Room
* David’s schedule is changing starting March 10th. He will be working Tu, Thu and some weekends.
* We need to update our calendar invite to reflect the actual time we meet.

**Next Steps, Action Items**

* Survey:
  + David will check in with RC Data team.
  + CSRP will review questions and pass on a list of questions, end goal, and vision for this survey to data teams.
  + David will also RC Attorneys (Lindsey and Caitlin).
  + Gapske will meet with DCYF IRB to obtain other youth survey application language.
  + Ankit will create a Google folder with all the resources and materials. All members will have access to all members.
  + Tonya and Molly will work on narrowing down the survey questions and draft it in the next couple of weeks.
  + Ankit and Tonya are meeting with Fostering Connections with St. Paul Public Schools.
  + Gapske and Tonya are meeting with the U of MN regarding the WIT-Y survey development.