

Chisago County Citizen Review Panel Meeting Minutes

June 4, 2024, 12:00-2:00 PM

Present:

- Chisago County: Todd, Karlene, Kris
- State (DHS, OAIF): Gapske, Jill Esch
- Community panel members: Lisa, Karen, Nancy, Peter, and Carol
- Absent: Wendy and Deborah

I. Welcome

- Introductions
- Recap last meeting minutes
 1. Chisago County declined to use funds for protocol development with Minnesota Children's Alliance.
 2. Budget for 2025 fiscal year plans.
- Stipends update and form to claim provided by Todd to panel members. *See attached*

II. Special Guests Executive Director and advocate from NorthStar Family Advocacy Center

- The mission of the North Star Family Advocacy Center (North Star) is to listen to, connect with and support families and vulnerable adults impacted by abuse and allegations of maltreatment.
- North Star offers comprehensive support and embraces a collaborative multidisciplinary approach to the investigation, treatment, and prosecution of reported cases of abuse.
- Website: <https://sites.google.com/view/north-star-fac/home>

III. Chair and Vice-Chair Elections

From Citizen Review Panel Task Force Operating Procedures: Subsection E. Leadership. Voting members are eligible to serve as chair or vice-chair of the panel. Any panel member may nominate chair/vice-chair, who are then elected by majority vote of voting members. Chair/vice-chair terms are two years and are not eligible for consecutive term re-election to ensure the vice-chair has an opportunity to become chair and to provide opportunity for other members to serve in leadership before their seat terms expire. Chair/vice-chair terms run concurrent to individual seat terms and do not extend seat term limits.

Chair: The chair shall: (a) preside over meetings; (b) assist with meeting preparation; (c) submit annual reports (see Section IV); (d) assist with member selection (see Section II, Subsection B) and (e) assist with member mediation (see Section II, Subsection F). The chair, vice-chair and coordinator shall work collaboratively to provide leadership to the panel. When the chair's position is vacated, the vice-chair shall immediately become chair. If the vice-chair position is vacant, the panel may nominate and elect a new chair and vice-chair. **Nomination of Deb Kerschner, Motion passed unanimously.**

Vice-chair: The vice-chair shall: (a) preside over meetings in the chair's absence; (b) assist with meeting preparation; (c) assist with member mediation (see Section II, Subsection F); and (d) other duties as agreed upon with the chair. The chair, vice-chair and coordinator shall work collaboratively to provide leadership to the panel. When the chair's position is vacated, the vice-chair shall immediately become chair. The panel shall then nominate and elect a new vice-chair. **Nomination of Peter Grund, Motion passed unanimously.**

IV. Chisago County Child Protection Overview and data presentation

- Karlene shared a refresher and new information at a high-level overview of how things work in the child protection unit in Chisago County.
- Chisago County data will be shared to assist the panel better understand what the county is doing well and any areas that could benefit from support of the panel.
 - Chisago County received 496 intakes
 - Chisago screened in 104 of the intakes
 - 58 families were referred to Parent Support Outreach (PSOP)
 - 15 Parent Support Outreach cases
 - Case workers have approximately 15 cases each
 - There is a need for more foster homes in Chisago County especially for adults or youth with high placement needs
 - There was one new hire to support the work regarding opioid funds
- DHS Child Maltreatment Screening Guidelines will be shared with panel members.

V. ACTION ITEM:

- Vote to approve the purchase of Owl 3 to assist with virtual meetings.
 - Chisago County will work with IT to obtain approval to utilize the Owl for any meetings but for now it is only for use with the State computer due to security concerns.
 - Motion (first, second and passed unanimously)

VI. National Conference Overview and share presentation (TABLED due to Time)

VII. Reconsideration and Child Mortality Review

- Todd will update on any past or upcoming cases.

Next meetings:

Date	Time	Location
CANCELLED August 6, 2024	Noon-2 pm	Chisago County HHS and TEAMS

August 19, 2024

9:30-2:30 pm

TBD Annual Retreat