

Ramsey County Citizen Review Panel Meeting Mins.

Date: Monday, June 24, 2024, 4:30-6:30 pm

Attendance:

Name	Role	Present	Absent
Bobbie Jo Potter	Staff	x	
Cassandra Adler	Staff	x	
Alex Cleaveland	Staff	x	
Tonya Long	Co-chair	x	
Jill Esch	Ombuds	x	
Laura Gapske	DHS staff	x	

I. Welcome and updates.

- a. Ice breaker: Share favorite childhood memory.
- b. Review Group Agreements/Values with invitation to adjust.
 - i. Developed next ice breaker question: How do you prefer to be called in when you or someone else is not adhering to group agreements?
 - ii. Gapske will make some edits found on the document.
- c. DHS updates
 - i. Recruitment: Conducting outreach to past applicants. Jacquie had to step down from the panel for health reasons.
 - ii. Annual retreat is on August 19th were we will work on more structural support.
 - iii. SOS applications-followed up with each one regarding the application process.
 - iv. Interviews conducted with two applicants; both being referred to continue the appointment process.

- v. Ramsey County Bylaws edits needed, how? Email Bobbie Jo, Alex, and Cassandra requested edits to align with Procedures and Open Appointments Act.
 - 1. Cassandra emailed the finalized Bylaws to DHS.
 - 2. Cassandra will inquire with Lindsey with Ramsey County on appointment process regarding members with lived experience.
- vi. How will follow up occur or be tracked from meetings?
 - 1. To Do items will be listed on the next meetings agenda to ensure follow through or check in on the progress.
- d. Ramsey County staff program and department updates
 - i. MIFPA and staff trainings are happening with all the legislative changes. The African American Family Preservation and Disproportionalities Act will cover many children that don't fall under IWCA/MIFPA. It is estimated this would impact approximately 80% of the families Ramsey County works with.
 - ii. The County is participating in work groups for defining what certain parts of the legislation will mean.
 - iii. There has been transitions in leadership. Sophia Thomas is the new Social Services Director. Tina has passed on this role to her already.
 - iv. The County was approved to hire 10 child protection welfare staff for the ICWA team.
 - v. They are building back up supportive infrastructure in the community vs. documentation time.
 - vi. Child welfare targeted case management changes are happening.
 - vii. They are excited and hopeful for FFPSA funds with the reduction of out of home placements.
 - viii. The county is focused on ensuring their staff can meet the legislative impact from the changes needed.
 - ix. Their Adolescent mental health cases in crisis are scheduled to be open which will service 365 days a year.
 - x. Their kinship team has funds for family placements.

II. Review of membership agreements, operating procedures, and open appointment procedures.

- Gapske reviewed the Citizen Review panel operating procedures with attendees.
- Misty Coonce from the Ombudsperson's Office for Foster Youth needs to be added to the Operating Procedures as a direct appointment.
- Panel will not meet in July or December but monthly from 4:30-6:30 pm, if there are enough agenda items to cover.
- It was recommended that public comment be added to the beginning of the agenda.
- Stipend invoices need to be sent to Cassandra with Bobbi Jo and Alex cc'd.

III. Priorities set at March 8th meeting and action steps:

- a. The panel feels ready to move forward without additional conflict resolution.

- b. Role clarification according to statute language, contract language, Ramsey County Bylaws, DHS Citizen Review Panel Operating Procedures, and appointment process, etc.
 - i. Need time at next meeting to review Open Appointments Act Appointment Procedures and updated onboarding training for panel members.
- c. Ramsey County Coordinator's role:
- d. What is defined by Ramsey County?
- e. What are the next steps?
 - i. The following items are in process. Any TO DO items will be added to future agendas until completed:
 1. Cassaundra, Tonya, and Gapske will meet to discuss what co-creation of the meeting agendas will happen. Cassandra has a template she uses for all the advisory committee meeting mins.
 2. MIFPA/IWCA training for panel was requested. It was mentioned we should wait until we have more panel members.
 3. The panel will plan to hold interviews for applicants in July.
 4. Meeting mins and agenda was requested to be sent out 2 weeks before the panel meeting.
 5. There still needs to be more clarity on roles that are concrete.

IV. Public comment

- a. None.

V. Adjourned