
COMMISSION MEETING MINUTES

June 21, 2024
9:30 AM

Commissioners present in person: Jacqueline Aaron, Jeffrey Cartmell, Melinda Fruendt, Jason Hicks, Kalie Kerth, Lindsay Laird, John Schneider, Deborah Shropshire, Ginarie Harrington, Allie Friesen, and Mike Warren

Commissioners attending virtually: Jonathan Hall

Guests present in-person and virtually: Steven Jacobi; Dr. Lana Turner-Addison, Amber Adams, Delena Sullivan, James Ray, and Wyjuana Montgomery (Parent Partnership Board); Constanza Nizza (Office of Juvenile Affairs); Sandra Balzer (Oklahoma Office of the Attorney General); AJ Griffin (Potts Family Foundation); Megan Patton (Oklahoma Office of Management and Enterprise Services); and Peter Messiah

Staff present: Annette Wisk Jacobi, Rob Agnew, Payton Marr, Shelbi Tatarian, Brittany Gassner, Lakesha Mackie, Ellen Hardy, Marcia Johnson, Elizabeth Kaup, Elly Kohs-Brantley, Caitlin Merritt, Isabel Rodriguez, Margaret Butler, Danielle Dill, Cherra Taylor, and Mahboob ul Haq

Welcome, Introductions, and Determination of Quorum

— *Chairperson John Schneider*

Chairperson John Schneider called the meeting to order at 9:30 a.m. with a quorum present.

Public Comment

No public comment was given.

Review of the Minutes from the June 21, 2024, Commission Meeting

— *Chairperson John Schneider*

A handout was provided.

Director Cartmell moved to approve the minutes. Director Fruendt seconded the motion. All members present voted in the affirmative. The motion passed.

Presentation of the Finance Report

— *Mahboob ul Haq, OCCY Business Manager*

Mr. ul Haq presented an overview of OCCY's financial status through May 31, 2024. Some of the information provided include:

- OCCY had utilized 81% of its total budget of \$5,590,949 and 88% of its year-to-date budget of \$5,125,028.
- OCCY had a cash balance of \$622,390.06 as of May 31, 2024.

- A budget revision of \$114,755.33 was processed to carry forward Fiscal Year (FY) 2023 funds into FY2024.
- OCCY conducted a comprehensive review of FY2023's Purchase Order (PO) encumbrances to identify and address any outstanding invoices.
- OCCY participates in monthly financial meetings with Megan Patton, Financial Manager at the Oklahoma Office of Management and Enterprise Services' (OMES) Agency Business Services (ABS).

A handout was provided.

Director Shropshire moved to approve the Finance Report. Judge Warren seconded the motion. All members present voted in the affirmative. The motion passed.

Presentation of the Proposed State Fiscal Year 2025 OCCY Budget

— *Mahboob ul Haq, OCCY Business Manager*

Mr. ul Haq presented on the proposed budget for State Fiscal Year (SFY) 2025. Some of the information provided included:

- The overall projected budget for SFY 2025 will be \$5,970,846, up from 5,120,000 for SFY 2024.
- The appropriations increase will support a juvenile competency coordinator position and maintenance of OCCY's database.
- 48% of the total budget will be allocated for payroll, while 46% will be allocated to professional services, general assistance, awards, grants and other program-directed payments. A little over 6% will be allocated for office expenses.

Commissioner Laird moved to approve the Proposed OCCY Budget for State Fiscal Year 2025. Commissioner Shropshire seconded the motion. All members present voted in the affirmative. The motion passed.

OCCY Parent Partnership Board (PPB) Report

— *Delena Sullivan, Parent Partnership Board member*

Ms. Sullivan presented an overview of recent PPB's activities. Some of the information provided included:

- Mitch Sutter joined the PPB.
- PPB member James Ray presented at the 2023 Children's Court Improvement Program conference in Washington, D.C.
- The PPB members hosted their first legislative breakfast at the Capitol to educate legislators on the PPB's mission.
- Two PPB members [James Ray and Mitch Sutter] participated on the parent panel during the Post Adjudication Review Board (PARB) pre-institute at the Center on Child Abuse and Neglect (CCAN) Conference.
- Many of the PPB members attended The OCCY PPB Annual Retreat for the purposes of reviewing previous accomplishments and determining future goals.

A handout of the PPB activities report was provided.

Election of OCCY Officers

— *Director Jeffrey Cartmell*

Director Cartmell presented the slate of OCCY Officers on behalf of the nominating committee for chair, vice-chair, and secretary. The nominee for chair was John Schneider. The nominee for vice-chair was Kalie Kerth. The nominee for secretary was Jonathan Hall.

Commissioner Harrington moved to approve John Schneider as chair, Kalie Kerth as vice-chair, and Jonathan Hall as secretary. Commissioner Hicks seconded the motion. All members present voted in the affirmative. Motion passed.

Appointment of Child Abuse Training and Coordination per Title 63 O.S. 1-227.9

— *Chairperson John Schneider*

Director Jacobi provided an overview of the Child Abuse Training and Coordination Council (CATCC) and the statute governing the council. The CATCC was originally believed to be disbanded when the freestanding multidisciplinary teams (FSMDTs) were transferred from the Oklahoma State Department of Health (OSDH) to OCCY. Recent events found that the statutes governing CATCC still exist and places the responsibilities of CATCC at OCCY. OCCY is working to re-establish the council.

Brittany Gassner, FSMDT program manager, provided an overview of council membership as required by statute. The following individuals were nominated by their respective agency/association.

1. Debra Knecht: Oklahoma Human Services
2. Sharon Millington: Office of Juvenile Affairs
3. Bradley DeLozier: the Oklahoma State Department of Education
4. Jim Jackson: the Oklahoma Department of Mental Health and Substance Abuse Services
5. The Honorable Kim Conyers: judiciary
6. Marcus Williams: the Council on Law Enforcement Education and Training
7. Courtney Davis: Court Appointed Special Advocate
8. Peter Messiah: Oklahoma Youth Services Association
9. The Honorable Doris Fransein (retired): the Governor's Task Force on Child Abuse and Neglect
10. Tricia Gardner: post adjudication review board
11. Carrie Little: child advocacy centers

Resumes of potential CATCC members were provided.

Judge Warren moved to approve the list of candidates for membership to the CATCC. Director Cartmell seconded the motion. All members present voted in the affirmative. Motion passed.

Presentation of the Child Death Review Board 2024 Recommendations

— *Elizabeth Kaup, CDRB Program Manager*

Elizabeth Kaup presented the recommendations from the State Child Death Review Board (CDRB) for 2024. Some of the information provided included:

- Statistical information from the years 2010 to 2022 that inspired the 2024 recommendations were sleep-related death, suicide, firearm-related death, and abusive head trauma.
- A 2022 environmental scan revealed a deficit in safe-sleep education for parents and caregivers resulting in recommendations of:
 - Increased state-level financial support to continue and expand safe sleep education

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- efforts across Oklahoma.
- Education efforts expand their target audience to include alternate caregivers, supervisors, and grandparents.
 - When CDRB reviewed suicide cases, they revealed the lack of standardized investigation protocols across the state when collecting data and notifying OKDHS Child Welfare. The recommendations include:
 - Update policies and procedures to include notification of a suicide death to Oklahoma Human Services, Child Welfare division, for the determination of the needs of the family and to refer to any necessary services.
 - Adopt a standardized child suicide reporting form to enhance and expand the quality and quantity of case investigations.
 - Incorporate updated policies and procedures into officer training practices to support initial and ongoing adherence.
 - There is an increasing trend in the use firearms in suicide cases. The recommendations resulting from this statistic include:
 - State investment in educational campaigns and resource distribution (e.g., trigger lock giveaways) to expand adult securing of firearms in homes in which children reside.
 - The Oklahoma legislature conduct an interim study to determine the mental health and economic costs associated with firearm deaths in our state.
 - To increase prevention of abusive head trauma, some of the recommendations include:
 - The Period of PURPLE® Crying program continue to be funded, and all Oklahoma birthing hospitals provide the education with the expectation that caregivers may acquire skills that empower their capability to keep an infant safe.
 - All birthing hospitals develop and abide by a written policy to implement, with fidelity, the Period of PURPLE® Crying abusive head trauma prevention program. Hospitals will additionally incorporate updated policies and procedures into employee onboarding and ongoing training practices to support adherence.
 - Enhanced state investment in educational campaigns such as “Think, Prevent, Live” to enhance child abuse prevention.

A handout of the CDRB recommendations was provided.

Judge Warren moved to approve the Child Death Review Board’s 2024 recommendations. Commissioner Harrington seconded the motion. Upon further discussion, the Commissioners expressed support for the issues in the recommendations and suggested CDRB and the agency move forward to work on these recommendations but elected not to formally adopt the recommendations. Judge Warren withdrew his motion.

Presentation of the Post Adjudication Review Board 2024 Recommendations

— Keith Pirtle, PARB Program Manager

Keith Pirtle presented the recommendations of the State Post Adjudication Review Advisory Board for 2024. Some of the information provided included:

- Change the Board’s name from “Post Adjudication Review Boards” to “Oklahoma Foster Care Review Boards.”
- Support modernizing the state’s approach to individualized service plans.
- Increase the reimbursement rate for foster parents.
- Remove the parental income requirements of Oklahoma’s Promise for youth in state custody or those who have aged out of services.

- Reduce time to initiate services.
- Increase availability of mental health services for families with child welfare involvement.

A handout of the PARB recommendations was provided.

Recognition of OCCY as an Oklahoma Certified Family Friendly Workplace

— *AJ Griffin, CEO of Potts Family Foundation*

Dr. AJ Griffin presented Director Jacobi a certificate recognizing OCCY as a family positive workplace.

[Criteria for the certification is:

- Providing employees with information, resources, and support on building parenting skills
- Assisting in identifying quality childcare facilities and information on the availability of these facilities and services
- Tax and other cost-savings programs for caregiving employees
- Flexible hours & schedules for employees
- Paid family leave
- Work-from-home and other remote options
- A family positive culture]

The Potts Family Foundation has a network over 2000 organizations recognized as family positive workplaces, where employers support employees as caregivers, either of children, grandchildren, older family members, and family members with disabilities.

Presentation of the “Know and Grow” Initiative

— *AJ Griffin, CEO of Potts Family Foundation*

Dr. Griffin presented information about the “Know and Grow” Initiative, which is a collaborative effort between the Potts Family Foundation, Oklahoma State University Center for Family Resilience, and several other community partners across the state.

Highlights of the presentation included:

- Of the 1988 participants, 1803 responded to surveys, 163 participated in focus groups, and 22 participants were interviewed.
 - Of the 1988 participants, 1885 were parents, and 103 were providers.
 - The focus of the surveys was on the well-being of children born between late 2019 and 2023.
 - The results showed that children born during this timeframe showed a mixture of speech, motor, and social development, greater social isolation, and increased screen time.
 - Parents were also negatively affected during the pandemic.
 - Oklahoma currently has three certified family resources centers, one in Norman, one in Oklahoma City, and one in Tulsa.
 - The Oklahoma Family Network Collaborative provides support to parent advisory boards across the state.
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Presentation of the Children of Incarcerated Parents Program Evaluation

— *Natalie D. Dickson, OU ETEAM Senior Research Associate*

Natalie Dickson presented the evaluation results of the Children of Incarcerated Parents (CIP) Advisory Committee. Highlights of the presentation included:

- The Partnership Effectiveness Continuum is the research tool used to determine where CIP is excelling in its partnerships with community programs and identify the areas that need improvement.
- There are six dimensions of effective partnerships that are measured: partnership vision; institutional leadership; communication and collaboration; joint ownership and accountability for results; system alignment, integration, and sustainability; and response to local context.
- The results of the first year of evaluations showed that CIP was an effective partner with some room for growth.
- CIP's strategic plan includes partnering with caregivers and families with lived experiences, as well as developing and distributing the 2024 CIP educational toolkit.
- The evaluation results showed improvement in all dimensions in the second year.

Presentation of Legislative Report

— *Marcia Johnson, OCCY Legislative Liaison*

Ms. Johnson provided a status overview of legislative bills that OCCY was monitoring. Highlighted bills being monitored included:

- In addition to requesting funding for the juvenile competency coordinator position and the database maintenance, OCCY requested additional funds for program evaluations and juvenile competency evaluations.
- Three of the four bills that the Commission approved became legislation: House Bill (HB) 1382 (local PARBs' exemptions from the Open Meetings Act) HB3231 (homeless youth receiving a REAL-ID non-compliant state ID), and Senate Bill 696 (OCCY's cleanup bill, including extending PARB membership from three to five years).
- House Bill 3335 was introduced as a shell bill for medical marijuana packaging requirements and THC-strength restrictions. but didn't progress. OCCY will review the possibility of introducing the bill again next legislative session.

A handout of the 2024 Legislative Summary related to children/youth was provided.

Presentation of Director's Report Regarding Agency Activities and Personnel Changes

— *Annette Wisk Jacobi, OCCY Director*

Director Jacobi provided the following information to the commissioners:

- Director Jacobi introduced new staff members Lakesha Mackie, Elly Kohs, Shelbi Tatarian, Margaret Butler, and Payton Marr to the Commission.
- Christina Whatley was transferred from the Post Adjudication Review Board Department to the CDRB Department.
- CDRB will be receiving grant funds from the Michigan Public Health Institute to research sudden unexplained infant death issues – particularly as they relate to rural Oklahoma.
- Caitlin Merritt will be transitioning within the Office of Planning and Coordination. She was serving as the OCCY Federal Preschool Development Grant Coordinator. She will now serve as the Coordinator for the OCCY Homeless Children and Youth Subcommittee and the Children of Incarcerated Parents Advisory Committee.
- A buddy system was created to orient new staff to OCCY's work environment and an employee handbook is also provided.

- OCCY has submitted the first subpoena for records on behalf of CDRB.
 - CDRB will be making some changes in the reporting process to show year-to-year trends.
 - Director Jacobi requested insight from the Commissioners on what they would consider relevant in the reporting process.
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Announcements

— *Commissioners*

Director Shropshire announced that there will be an expansion of school-based social services and a press release will be available soon.

Judge Warren announced that the Juvenile Justice Orders Forms Committee has updated the orders to provide more details.

Adjournment

— *Chairperson John Schneider*

Chairperson John Schneider adjourned the meeting at 12:26 PM.

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PARENT PARTNERSHIP BOARD (PPB)

Report to the Commission
September 13, 2024

SFY25 / Quarter 1 / July-September Highlights of Activities and Outputs

Background

In 2019, the Children’s Endowment Fund of Oklahoma was created in statute. The funds are to be administered by the Oklahoma Commission on Children and Youth (OCCY), at the direction of the OCCY Commissioners, through a grant process to “stimulate a broad range of innovative programs, activities or research or evaluation that will improve the well-being and reduce the adverse childhood experiences of Oklahoma’s children.” Professionals in the social service sector increasingly recognize the importance of the consumer’s voice in decision-making at the individual, local, state, and national levels to improve policy and practice. For that reason, when the Children’s Endowment Fund was enacted, also established was the OCCY Parent Partnership Board (PPB). The PPB aims to connect individuals with lived experiences with OCCY Commissioners to advise the Commissioners and the agency in its effort to improve Oklahoma’s child-serving systems.

Activities and Outputs

The OCCY Parent Partnership Board (PPB) has actively engaged in numerous initiatives to advise child-serving agencies and advocate for families and children across Oklahoma. From participating in conferences, presenting on panels, and organizing community meetings and workshops, PPB members have demonstrated their unwavering commitment to enhancing family well-being and promoting effective parent leadership. Their efforts have not only brought awareness to critical issues but also provided tangible support and resources to those in need, embodying the core values of OCCY and making a significant impact on their communities.

- OCCY PPB member Mitch Sutter addressed the Sallisaw Police Department during their Mental Health First Aid training on July 20th and 22nd. He shared his lived experience and personal testimony as a parent navigating substance abuse recovery and the challenges of foster parenting.
- On August 8, 2024, OCCY in partnership with the Oklahoma State Department of Health (OSDH) Oklahoma Family Support Network (OFSN), convened the Oklahoma Community of Practice (CoP): Developing and Sustaining Effective Parent Advisory Committees. The session featured Anthony Barrows, MPA, MFA from Project Evident who presented about ‘Intersectional Professionals’. Intersectional professionals are people with dual expertise—the first-hand expertise of navigating systems as clients, and the professional acumen to understand how these systems work. When you combine that expertise with our intrinsic motivation to improve