OKLAHOMA COMMISSION ON CHILDREN AND YOUTH

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STATE POST ADJUDICATION REVIEW ADVISORY BOARD
AGENDA

Date: 9-27-2024

Time: 10-12

MEETING NOTICE AND AGENDA

#	Item	Time	Person
1	Welcome and Introduction of Members and Guests	10 Min	Sarah Herrian
2	Determination of Quorum and Compliance with Oklahoma Open Meeting Act	5 Min	Cherra Taylor
3	Review and Approval of the Minutes of the May 30, 2024, State Post Adjudication Review Advisory Board meeting *Discussion and possible action*	5 Min	Sarah Herrian
4	State PARB Proposed 2025 Meeting Dates *Discussion and possible action*	5 Min	Sarah Herrian
5	Vote on PARB Representative to OCCY Child Death Review Board *Discussion and possible action*	10 Min	Sarah Herrian
6	Creation of a State PARB Subcommittee to Explore Increased Payment Rates to Foster Parents	10 Min	Sarah Herrian
7	State PARB Recommendations Discussion: Oklahoma's Promise eligibility requirements and efforts to modernize the states approach to individual service plans.	30 Min	Tricia Howell Maghan Ruark
8	E-Team Report	20 Min	Lisa White
9	Proposed PARB Credentialing Process	10 Min	Keith Pirtle
10	Report from the Oklahoma Commission on Children and Youth	5 Min	Dr. Kalie Kerth
11	Program Managers Report	5 Min	Keith Pirtle
12	New Business Business which was not known nor could have been known through exercise of due diligence at the time of posting of this agenda	5 Min	Sarah Herrian
13	Adjournment		Sarah Herrian

The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

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STATE POST ADJUDICATION REVIEW ADVISORY BOARD MEETING MINUTES

Special Meeting
May 30, 2024
1:00pm

1. Welcome and Introduction of Members and Guests and a Call to Order

The meeting was called to order at 1:01p.m. by Vice-Chairperson, Sarah Herrian. Determination of quorum was established for members present and the board was in compliance with notice and agenda requirements of the Oklahoma Open Meeting Act. Members present in person: Daniel Herring, Cindy Humphrey, David Ross, Christina Siemens, Lou Truitt-Flanagan, Dr. Carol Bridges, Sarah Herrian, the Honorable Leah Edwards, the Honorable Christine Larson, Greg Delaney, Lynda Whitney, and Cindy Nocton. Members not present: the Honorable Paul Hesse, Lisa Buck, the Honorable Tom Newby, Deanna Chancellor, Dr. Kalie Kerth, Jonette Dunlap, Amanda Bodine, and the Honorable Kaitlyn Allen. OCCY staff members present: Keith Pirtle, Mark James, Shelbi Tatarian, Marcia Johnson, Annette Jacobi, and Cherra Taylor. Guests present: Lisa White, University of Oklahoma E-TEAM

2. Determination of Quorum and Compliance with Oklahoma Open Meeting Act

Quorum was determined and in compliance with the Oklahoma Open Meetings Act.

3. Review and Approval of the Meeting Minutes of January 19, 2024, State Post Adjudication Review Advisory Board Special Meeting
Discussion and Possible Action

Copies of the minutes were provided.

The Honorable Leah Edwards motioned, and the Cindy Nocton seconded to approve the minutes of the January 19, 2024, State Post Adjudication Review Advisory Board Special Meeting. The majority members present voted in the affirmative except Lou Truitt-Flanagan and Christina Siemens abstained. Motion passed.

4. PARB Proposed Legislative Changes Update

Marcia Johnson, OCCY Legislative Liaison, presented on the latest updates from the 2024 Legislative Session and some of the information provided included:

- House Bill (HB) 1382, which exempts local PARBs from adhering to the Open Meetings Act (OMA), was signed into law and goes into effect on November 1, 2024.
- Senate Bill (SB) 696, which included extending the term limits for local PARB members from three years to five years, was signed into law and went into effect immediately.

5. Proposed New PARB Standards to replace OMA Rules

Keith Pirtle, PARB Program Manager, proposed new standards that will replace the OMA rules. Some of the proposed standards include:

- Three active members must be present for a meeting to convene.
- Members can attend virtually for up to half of the scheduled meetings per year.

- Minutes are no longer required.
- Meeting schedules must be submitted to the PARB Program Manager, the presiding juvenile judge, and the staff member responsible for the room schedules of where the meetings are located.

Standards currently in place, such as guests signing confidentiality forms, will be adapted, and enforced.

Copies of the proposed standards were provided.

Greg Delaney motioned, and Daniel Herring seconded to accept the proposed standards as presented. All members present voted in the affirmative. Motion passed.

6. **Recommendations form the Nominating Committee for Chair and Vice Chair Elections**
   Discussion and Possible Action
   Daniel Herring, on behalf of the nominating committee, presented the nominations for chair and vice chair for the term of July 1, 2024, to June 30, 2026. The nominations are Deanna Chancellor for chair and Sarah Herrian for vice chair. Ms. Herrian accepted the nomination for vice chair and Mr. Pirtle stated the Ms. Chancellor accepted the nomination for chair.

   The Honorable Leah Edwards motioned, and Christina Siemens seconded to approved the committee's nominations of Deanna Chancellor as Chair and Sarah Herrian as Vice Chair. All members present voted in the affirmative. Motion passed.

7. **Response from the Office of the Attorney General regarding Jury Trials in Termination Case**
   Vice Chairperson Herrian provided a brief overview regarding the request to the Attorney General to provide an opinion on whether parents have a constitutional right to a jury trial during parental termination proceedings. She also shared the letter of counsel that was provided.

   The board discussed different options to move forward such as limited relinquishment, and decided to table the discussion until further research has been conducted.

   Copies of the Letter of Counsel were provided.

   Christina Siemens left the meeting at 1:40pm.

8. **Review of the Annual Report Survey Submissions from Local Boards**
   Cindy Humphrey presented the results of the annual local PARB survey to determine systemic issues in the state. Some of the responses presented include:
   - Having separate hearings for parents involved in domestic violence cases.
   - Having more timely hearings with fewer continuances.
   - Concerns with child welfare workers not having offices, therefore more difficult to contact.
   - Concerns with the distance children are placed away from parents.
   - A lot of turnover of child welfare workers.
   - Having more robust individualized service plans (ISPs).

Copies of the local PARB survey results were provided.

9. **Child Welfare Task Force Priorities**

   Mr. Pirtle provided an overview of the task force's recommendations that the members previously selected for the Board to currently support. Some of the recommendations included:

   - Modernizing the State's approach to ISPs.
   - Increasing supports to foster parents to reduce closure rates and placement disruptions.
   - Establish consistent approaches to parent peer and partner programs in the state.

10. **State PARB Findings and Recommendations to the Oklahoma Commission on Children and Youth in Accordance with Title 10, Chapter 51, Sect 1116.6**

    The Board reviewed the findings and recommendations from 2023 as well as the selected child welfare task force recommendations and the local PARBs' survey responses. The Board decided on the following recommendations:

    - Change the name from Post Adjudication Review Boards (PARBs) to Oklahoma Foster Care Review Boards.
    - Support increases to reimbursement rates to care for foster children.
    - Support reducing the time to initiation of services and improve the quality of needed mental health services to families engaged within the child welfare system.
    - Improve access to resources, such as Oklahoma's Promise, for foster youth.
    - Support the Department of Human Services' efforts to modernize the State's approach to ISPs.

    Copies of the local PARB survey results, the child welfare task force recommendations, the 2023 PARB recommendations were provided.

    Daniel Herring motioned and Cindy Nocton seconded to change the name of the Post Adjudication Review Board to Oklahoma Foster Care Review Board. Daniel Herring amended his motion to include the additional recommendations as discussed (see above list). Cindy Nocton seconded the amended motion. All members present voted in the affirmative. Motion passed.

11. **PARB Conference Evaluation Report**

    Lisa White, University of Oklahoma's (OU) E-Team, presented on some of the results from the conference evaluations. Some of the information provided include:

    - 100% (46) of the respondents enjoyed being together as a group.
    - 97% found the network opportunities and the Judge's Panel useful to their work.
    - 96% learned something new to take back to their boards.
    - 89% found the Parent Panel useful to their work.

    Ms. White stated that a full evaluation report will be provided soon.

    Copies of the evaluation highlights were provided.

12. **Program Managers Report**

    Mr. Pirtle provided a report of activities between January 19, 2024 and May 23, 2024. Some of the information reported include:

    - PARB partnered with the OU's Center on Child Abuse and Neglect (CCAN) for the annual CCAN Conference.

- Sarah Herrian was the keynote speaker and Kalie Kerth presented on behalf of the State PARB Advisory Board.
- Hall of Fame Awardees included Carol Bridges, Lee Inbody, and Sara Vincent (posthumously)
- OKDHS Worker of the Year was awarded to Mary Bozarth and Judge of the Year was presented to the Honorable Laura Farris.
- Shelbi Tartarian is the new Oklahoma County PARB coordinator, replacing Christina Whatley who transferred to the Child Death Review Board.
- Madison Abbe resigned as a Member-at-Large from the State Board. Mr. Pirtle is working the fill the vacancy.

Copies of the Program Manager's report were provided.

13. **New Business**
    (Business which was not known nor could have been known through exercise of due diligence at the time of posting of this agenda)
    David Ross requested additional information attributing to the lower number of children and youth in out-of-home care to be discussed at the next meeting.

14. **Adjournment**
    The next meeting is scheduled for October 18, 2024.

    Vice Chairperson Herrian adjourned the meeting at 3:02pm.

Post Adjudication Review Board Program

Proposed 2025 State PARB Meeting Dates

January

      State PARB Meeting
      January 17, 2025 10:00-12
      2915 North Classen, Suite 300
      OKC, Main Conference Room

May

      State PARB Meeting
      May 16, 2025 10:00-12
      2915 North Classen, Suite 300
      OKC, Main Conference Room

October

      State PARB Meeting,
      October 17, 2025 10:00-12
      2915 North Classen, Suite 300
      OKC, Main Conference Room

State PARB Nominations to State Child Death Review Board: 2024-2026 Term

State PARB Meeting September 27, 2024

Designee Nomination

1. Lou Truitt-Flanagan

Alternate Nomination

1. Cindy Nocton

Oklahoma Promise

Oklahoma Promise is administered by the Oklahoma Regents for Higher Education and rules set forth from Oklahoma legislation.

Previously we were able to submit applications for youth in custody attending 8th-11th grades. Recent legislation change has expanded eligibility to include 12th grade providing the youth was in custody at anytime between 8th-11th grades. This will still exclude youth who exited care before the 8th grade and youth who entered care during their senior year.

For students adopted between the ages of birth and 12, the income limit will be $150,000. For students adopted between the ages of 13 and 17, the income limit will be $200,000.

For youth who exited care to guardianship- They are considered an independent student and the guardians income is not considered.

For youth who are reunified with their parents, income is considered as follows:

- $60,000 or less for parents with 1-2 dependent children

- $70,000 or less for parents with 3-4 dependent children*

- $80,000 or less for parents with 5 or more dependent children*

Any updates to OK Promise does require a legislation change.

INDIVIDUALIZED SERVICE PLAN MODERNIZATION

NOVEMBER 2024

WHY CHANGE IT?

Purpose of ISPs

Who are the stakeholders?

CONSIDERATIONS
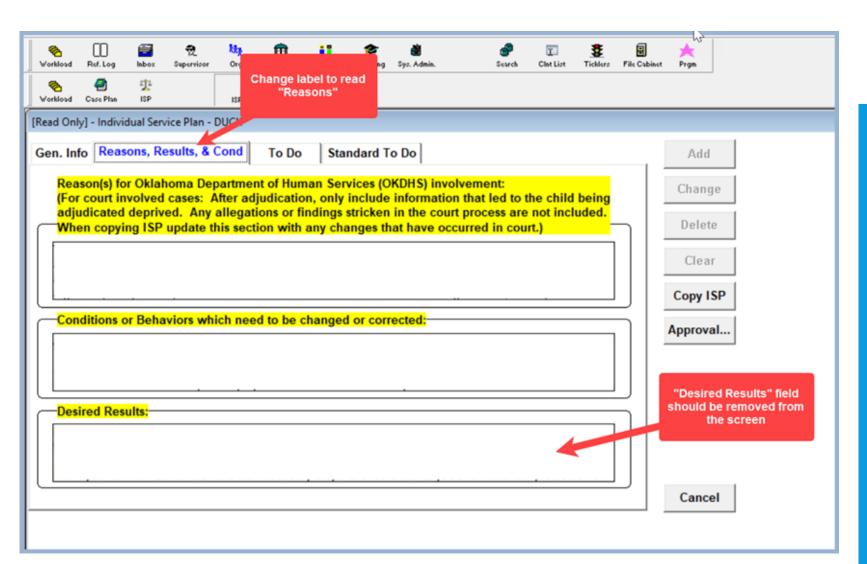
- Trauma responsive
- Writer vs reader focused
- Stakeholder needs
- Technological capabilities
- Legal scope

ISP

CURRENT FORMAT

Desired Results - Deleted
- Duplicated within To Dos/Goals

ISP

NEW FORMAT

Reasons for Involvement – no change

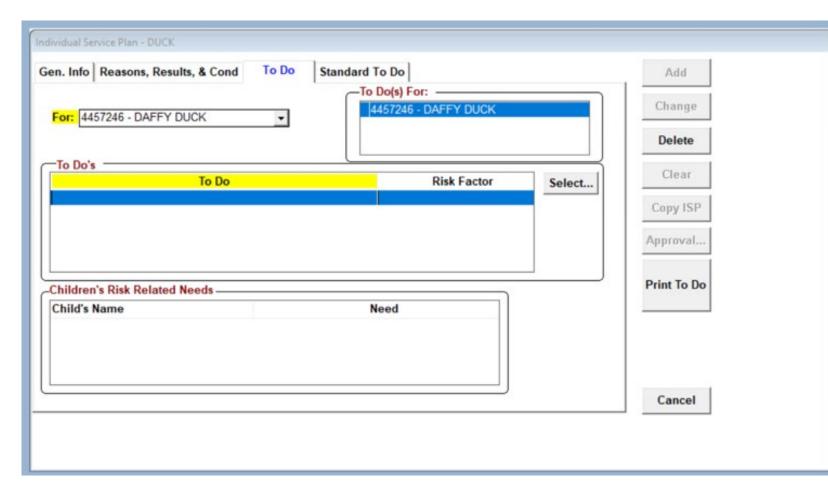**Conditions to be corrected – no change**

Desired Results – Deleted

ISP

CURRENT FORMAT

What is changing?

- "To-Do" = "Goal"

- "Risk Factor" = "Safety Concern"

- Remove "risk related needs" box

ISP

NEW FORMAT

- "To-Do" = "Goal"

- "Risk Factor" = Safety Concern

- Remove "risk related needs" box

ISP

CURRENT FORMAT

- "To-Do" = "Goal"

- "Risk Factor" = Safety Concern

- Expanded "To-Do/Goal" box

ISP

NEW FORMAT

- To-Do = **Goal**
- Risk Factor = **Safety Concern**
- **Goal** = overall Desired Result
- **Pathway** = service
- **Steps/objective** = steps to achieve Goal

ISP

NEW PICKLIST ITEM

"Ordered at Court's Request"

GOAL RECIPE - FAMILY ISP

Goal	Safety – What will the parent think, feel, and do (act) to ensure the child(ren)'s safety?
Pathways	What services will address the presenting safety threat or underlying causes driving the safety threat?
Steps	Completing these steps brings the parent closer to the goal. Steps may involve accessing & engaging in services or demonstrating protective factors we can measure through ongoing assessments of child safety.

OLD EXAMPLE - FAMILY ISP

Parent will contact an OKDHS approved Substance Abuse Services provider to schedule a substance abuse assessment and follow all recommendations of the service provider. Parent will provide the Substance Abuse Counselor with a copy of his/her ISP at the first meeting. If the assessment finds that services are needed, Parent will attend, actively participate in, and successfully complete the substance abuse program which may include but is not limited to inpatient substance abuse treatment, extensive outpatient substance abuse treatment, counseling, random drug testing, and discharge planning. During appointment with the Substance Abuse service provider, parent will provide true and accurate information, including but not limited to, information regarding current and past drug and/ or alcohol use, history or criminal activity, history of violent behavior and reason for current Child Welfare involvement with the family. Parent will be able to articulate an understanding of how substance abuse has/can affect parenting and what will be done in the future to maintain sobriety. Parent will demonstrate the ability to maintain sobriety during visitation and reunification. Parent will submit to random urinalysis (UA's) until they are no longer ordered by the court or the deprived case is dismissed. In the event of a holiday, parent will need to take a UA on the day prior to or after the holiday. Parent can submit to UA testing at _____. Any missed UA will be considered the same as a positive result.

SAME WORDS, NEW FORMAT

Goal	• From Desired Results: Parent provides child a home free of any substance abuse.
Pathway(s)	• Substance abuse assessment to determine recommended treatment, which could include, but not limited to, inpatient treatment, intensive outpatient treatment, counseling, random drug testing, discharge planning. • UA testing
Steps	• Parent will schedule a substance abuse assessment and follow all recommendations. • Parent will provide the Substance Abuse Counselor with a copy of his/her ISP at the first meeting. • If the assessment finds that services are needed, parent will attend, actively participate in, and successfully complete the substance abuse program. • Parent will provide true and accurate information, including but not limited to, information regarding current and past drug and/ or alcohol use, history or criminal activity, history of violent behavior and reason for current Child Welfare involvement with the family. • Parent can articulate an understanding of how substance abuse can affect parenting & what will be done in the future to maintain sobriety. • Parent will demonstrate ability to maintain sobriety during visitation & reunification. • Parent will submit to random urinalysis (UA's) until they are no longer ordered by the court or the deprived case is dismissed. In the event of a holiday, parent will need to take a UA on the day prior to or after the holiday. Any missed UA will be considered the same as a positive result.

EXAMPLE – TRANSFORMED

Goal	*Safety – What will the parent think/act/feel to keep the child(ren) safe?* • Parent keeps child safe from effects of substance use/abuse.
Pathway(s)	*What services will address the presenting safety threat or underlying causes driving the safety threat?* • Substance abuse assessment
Steps	*Completing these steps gets the parent closer to the goal. They can be steps related to accessing & engaging in services, behavioral examples we can measure through ongoing engagement assessing child safety.* • Parent schedules an intake with a substance abuse treatment provider within 14 days of the ISP being court ordered. • Parent follows recommendations of the treating professional. • Parent works towards living a healthy recovery lifestyle. • Parent prioritizes child's needs so that substance use/abuse does not prevent child's needs from being met. • Parent identifies family and friends who can help them meet this goal.

E-TEAM & PARB

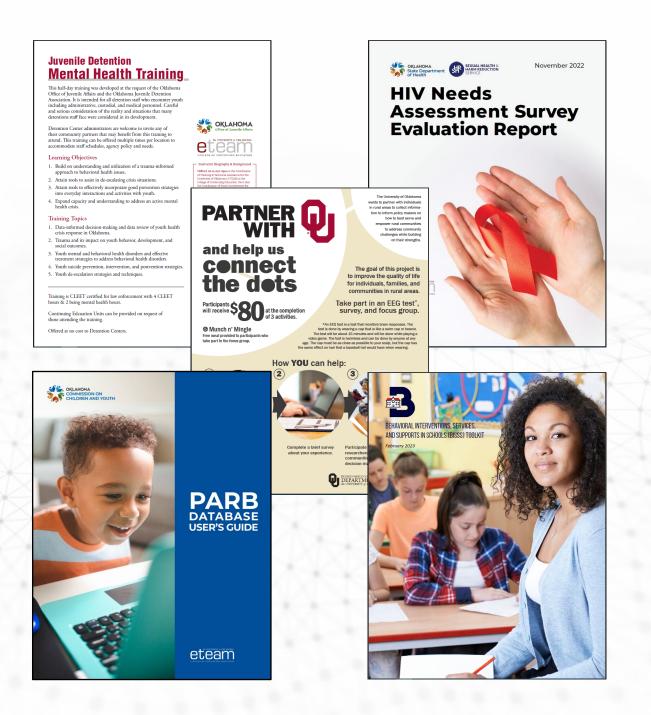Working Together to Improve Processes, Data Collection, and Outcomes

OKLAHOMA
COMMISSION ON
CHILDREN AND YOUTH
Post Adjudication Review Board

The UNIVERSITY *of* OKLAHOMA
eteam
COLLEGE OF CONTINUING EDUCATION

The UNIVERSITY *of* OKLAHOMA

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COLLEGE OF CONTINUING EDUCATION

The Educational Training, Evaluation, Assessment & Measurement (E-TEAM) department at The University of Oklahoma College of Continuing Education designs research and evaluations to help organizations understand and use information and data to solve real-world problems with progress and outcomes monitoring, technology solutions, study findings, and recommendations.

All E-TEAM research and evaluations are designed to be in compliance with nationally mandated standards for conducting research involving human participants. Our goal is to help you gather the information you need to make informed decisions and improve outcomes.

Juvenile Detention Mental Health Training

This half-day training was developed at the request of the Oklahoma Office of Juvenile Affairs and the Oklahoma Juvenile Detention Association. It is intended for all detention staff who encounter youth including administrative, custodial, and medical personnel. Careful and serious consideration of the reality and situations that many detentions staff face were considered in its development.

Detention Center administrators are welcome to invite any of their community partners that may benefit from this training to attend. This training can be offered multiple times per location to accommodate staff schedules, agency policy and needs.

Learning Objectives

1. Build on understanding and utilization of a trauma-informed approach to behavioral health issues.
2. Attain tools to assist in de-escalating crisis situations.
3. Attain tools to effectively incorporate good prevention strategies into everyday interactions and activities with youth.
4. Expand capacity and understanding to address an active mental health crisis.

Training Topics

1. Data-informed decision-making and data review of youth health crisis response in Oklahoma.
2. Trauma and its impact on youth behavior, development, and social outcomes.
3. Youth mental and behavioral health disorders and effective treatment strategies to address behavioral health disorders.
4. Youth suicide prevention, intervention, and postvention strategies.
5. Youth de-escalation strategies and techniques.

Training is CLEET certified for law enforcement with 4 CLEET hours & 2 being mental health hours.

Continuing Education Units can be provided on request of those attending the training.

Offered at no cost to Detention Centers.

HIV Needs Assessment Survey Evaluation Report

November 2022

PARTNER WITH OU and help us connect the dots

The University of Oklahoma wants to partner with individuals in rural areas to collect information to inform policy makers on how to best serve and empower rural communities to address community challenges while building on their strengths.

The goal of this project is to improve the quality of life for individuals, families, and communities in rural areas.

Take part in an EEG test*, survey, and focus group.

Participants will receive $80 at the completion of 3 activities.

✷ Munch n' Mingle
Free meal provided to participants who take part in the focus group.

How YOU can help:

PARB DATABASE USER'S GUIDE

BEHAVIORAL INTERVENTIONS, SERVICES, AND SUPPORTS IN SCHOOLS (BISSS) TOOLKIT

February 2023

BACKGROUND

- E-TEAM began working with PARB in 2020.

- PARB leadership wanted to:
  - ✓ Modernize and streamline data entry
  - ✓ Look at data in real time (in aggregate for all PARB Boards as well as for individual Boards)
  - ✓ Track data over time
  - ✓ Improve processes

- Goal: capture the same information across all PARB boards and inform database development.

WE STARTED LOOKING AT DATA

- We analyzed data from Oklahoma and Garfield Counties, which included:
  - ✓ Case and review information
  - ✓ Child information
  - ✓ Court information
  - ✓ PARB recommendations
- Based on this, we created 3 reports:
  - ✓ OK County Report
  - ✓ Garfield County Report
  - ✓ Combined OK and Garfield Report

What Did We Find?

- Boards were using paper forms, with slightly different data fields.

- Themes emerged from the PARB members' recommendations that we were able to categorize.

- There was opportunity to streamline the data and collect additional information.

We Rolled Out the Database

- PARB Boards started using the database to enter data in April of 2021.

- We, along with PARB staff, worked with PARB Chairs and members to help them accurately and effectively enter data.

Successes & Challenges

Successes included:

- ✓ Positive feedback from Board members,
- ✓ Improved case management,
- ✓ Ability to quickly pull and review cases, see last review details, next court dates, and
- ✓ next review dates, all in one place.

Challenges included:

- ✓ PARB members' limited access to Wi-Fi in the courthouse,
- ✓ Printing recommendations,
- ✓ Navigating a new electronic system, and
- ✓ Getting buy-in from members as they transitioned over from paper to electronic data entry.

Thematic Categories Were Created

Based on our initial analysis of qualitative data from PARB recommendations we developed some thematic categories that members now check when creating reviews and recommendations.

| Case | Courts | Review | Contacts | Attorney | Children | Findings | **Categories** | Approval | Copies | ›

Clear all selections

- ☐ Placement
- ☑ Parental Rights and Supports
- ☐ Visitation-Parental
- ☐ Tribal Supports
- ☐ Healthcare Services
- ☐ Individual Service Plan (ISP) for children
- ☑ ICWA Findings
- ☐ Reasonable Efforts

- ☑ Mental Health Services
- ☐ Visitation-Sibling
- ☐ Community Resources
- ☐ Educational Supports
- ☑ Individual Service Plan (ISP) for parents
- ☐ Assignment of Worker/Advocate
- ☐ Active Efforts
- ☑ Permanency Plan

Previous | Next

We Have Made Progress

- The FY23 annual PARB report was written using data from the database.

- We are collecting new data that is making reporting even more informative.

- We regularly receive feedback from Board members and PARB leadership, and we continuously update the database to ensure PARB and OCCY have the latest data for informed decision-making.
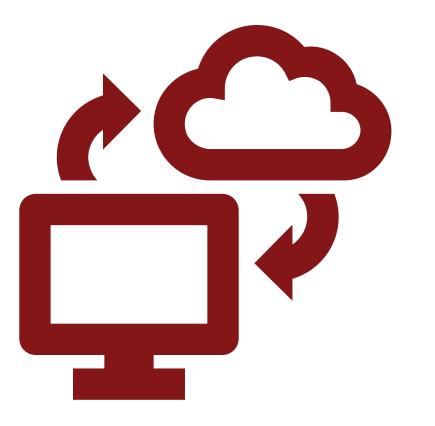
What is Next?

We are developing a monthly report that will provide information on the following data points for the last 6 months:

- ✓ Total number of cases and reviews by Board and County
- ✓ Total number of training hours
- ✓ Total number of active members
- ✓ Aggregated Recommendation categories

What is Next?

We are adding sections in the database to capture the following:

- ✓ A place for volunteer hours entry
- ✓ When the goal plan changes from reunification to termination
- ✓ When the ADA files for termination
- ✓ The date a judge indicates a jury trial has been requested

Proposed PARB Credentialing Process for State PARB Review

9-27-2024

Initial PARB Training

1. There is a monthly required new member training.
2. There is also a "PARB Volunteer Policies and Procedures Manual". This manual includes the PARB Statutes.
3. New Boards are trained by current staff and organized based on current practices.
4. Tulsa and Oklahoma County are managed by current PARB staff.

Historical Quality Assurance

1. Tulsa and Oklahoma Counties receive regular monitoring by PARB staff.
2. The other boards receive occasional training and occasional site visits by PARB staff.
3. Every board is unique and if the general guidelines and minimal standards are followed, this uniqueness is honored. For example, the ways child welfare reports to the boards. Open Meeting Act Compliance is not negotiable.

Goals of a credentialing process

1. Establish a set of standard best practices.
2. Training on those established best practices in a way that holds boards accountable to make needed changes.
3. Enforce minimal standards for boards such as database data entry and communication with PARB staff.

Draft Assessment Form

1. Review of the draft assessment form.

Credentialing Roll Out

1. Mandatory virtual chairs training
2. Start with test reviews in a few locations.
3. Identify other site reviewers such as experienced chairs, Judges, PARB Staff, and OCCY staff that can be a part of the review team or serve as additional reviewers.
4. Formalize the Annual PARB Review Calendar

PARB Review Calendar and Formal Reporting Process

1. Site reviews are conducted from Jan 1, 2025 until April 1, 2025.
2. Review sheets are scored and feedback is shared with each respective board within two weeks of the review.
3. Boards may appeal their scoring by contacting Mark James. This is made clear during the assessment.
4. Completed reviews are aggregated and put into a report by the E-Team. The report includes a list of boards ready for credentialing and those that are put on a probationary status along

with their improvement plan. Categories include credentialed, pending credentialing and failed.

5. The report is submitted to the May 2025, State PARB meeting.
6. A list of boards recommended for credentialing is put forward to the Commission on Children and Youth at their June meeting.
7. On July 1, 2025, Credentialed PARB's receive a certificate of credentialing.

PARB Assessment Form
DRAFT 9-23-2024

1. Date of Assessment: _____

2. Reviewer: _____

3. Board Name: _____

4. Board Chair: _____

5. Presiding Juvenile Court Judge: _____

State Requirements

1. Is there a minimum of 5 official members that attend on a regular basis? (Chair and board Interview) (Statute)

   a. Yes / No

2. Does each active member attend at least 2 hours of PARB training per year? (Database Training Record) (PARB Manual)

   a. Yes / No

3. Has each member completed their new member training? (Database Training Record and discussed with the board) (PARB Manual)

   a. Yes / No

4. Are volunteer hours submitted to the state PARB office every quarter? (Not in manual) (IV-E Requirements)

   a. Yes / No

5. When members resign, is this information communicated with the State PARB office and Judge? (Chair Interview) (PARB Manual)

   a. Yes / No

6. Are all members up to date on their membership? (5 years or less since last approved application or reapplication). (Database Check) (Statute)

   a. Yes / No

7. Is there at least one member of the board that who has training or experience in issues concerning child welfare? (Chair and Board Interview) (Statute)

   a. Yes / No

8. Is there no more than one person employed by any child welfare agency or juvenile court? (Chair and Board Interview) (Statute)
   a. Yes / No
9. Are all members residents of or employed within the judicial district in which the board serves? (Chair and Board Interview) (Statute)
   a. Yes / No
10. Have all members been appointed by the Judge and the OCCY Director? (Application Reviews) (Statute)
    a. Yes / No
11. Is the complete and up to date membership list shared with the presiding Judge every year? (Chair and Board Interview) (Statute)
    a. Yes / No
12. Has every deprived case been reviewed? (Compared to KIDS Data) (Statute)
    a. Yes / No

Total Yes (12) _____

Organization

1. Are elections held for the chairmanship position every year? (Board interview) (Statute)
   a. Yes / No
2. Are any changes in membership shared with the presiding juvenile court Judge and PARB staff? (Judicial interview) (Statute)
   a. Yes / No
3. Are the meeting dates, times, and location communicated with members, court staff, PARB staff and partners such as child welfare? (Board interview) (Best Practice)
   a. Yes / No
4. Are at least two meetings held per year? (Board interview) (Statute)
   a. Yes / No
5. *Are meetings canceled when a quorum is not present? (1 more than half of the active members) (Board interview) (Statute)*

    a. Yes / No

6. *Effective November 1, 2024.* Are meetings canceled when a minimum of three current members are not present in person for the meeting? (Board interview) (New PARB Standards, 11-1-2024)

    a. Yes / No

7. Are meeting dates for the year established and submitted to court staff and the PARB office by December 15 each year? (Judicial Interview) (Best Practices)

    a. Yes / No

8. Is the minutes sheet completed at each meeting and retained? (Record Review) (OMA Guidelines)

    a. Yes / No

9. Are volunteer hours recorded at each meeting? (Record Review) (IV-E Requirement)

    a. Yes / No

10. Are any potential new members and any other guests required to sign a guest confidentiality form? (Record Review) (Best Practices)

    a. Yes / No

11. *Effective November 1, 2024.* Does the board chair or their designee possess the knowledge and equipment necessary to allow for the participation of members in the meeting by video conference? (Board interview) (Best Practices)

    a. Yes / No

12. *Effective November 1, 2024.* Are board members aware that they may participate by video conference up to half of their total meetings per year? (Board interview) (New PARB Standards, 11-1-2024)

    a. Yes / No

Total Yes (11) _____

Case Management and Organization

1. Are county juvenile court cases managed and organized by the chair or their designee to prepare for the case review? (Board interview) (Best Practices)

a. Yes / No

2. Is a list of cases to be reviewed at each meeting created by the chair or their designee? (Board interview) (Best Practices)

    a. Yes / No

3. Is the database used to help organize and inform the meeting case review list? (Chair interview) (Best Practices)

    a. Yes / No

4. Is the upcoming deprived docket obtained and reviewed as part of the meeting case list preparations? (Chair interview) (Best Practices)

    a. Yes / No

5. Is the time since last review considered when organizing the meeting case list? (Every 6 months minimum) (Chair interview) (Best Practices)

    a. Yes / No

6. Are all adjudicated cases reviewed at least once every 6 months? (Database Review compared to docket list) (Statute)

    a. Yes / No

7. Are recommendations submitted to the court within 10 days of the meeting in which the review was completed? (Board and chair interview) (Statute)

    a. Yes / No

8. Is a review conducted for every child alleged to be deprived and held in an out of home placement for 6 months or more? (Database Review compared to docket list) (Statute)

    a. Yes / No

9. Does child welfare provide input into preparing the meeting case list? (Chair interview) (Best Practices)

    a. Yes / No

10. Are ICPC cases identified and added to the meeting case list? (Chair interview) (Statute)

    a. Yes / No

Total Yes (10) _____

Child Welfare Involvement

1. Is there regular and positive communication between the board and a designated county child welfare staff person? (Chair and board interview) (Best Practices)
    a. Yes / No
2. Do child welfare staff report information to PARB members on each case? (Chair and board interview) (Best Practices)
    a. Yes / No
        A. Non-Metro Boards Only: Please list the names and titles of the child welfare staff that regularly attend your meetings.
        B. _____
3. What is the typical method your board uses for communicating with child welfare regarding case information? Please select all that apply: (Chair and board interview) (Best Practices)
        A. Members reach out ahead of the meeting to individual workers regarding the cases they are assigned to review.
        B. Child Welfare court reports are submitted at each meeting for each case being reviewed.
        C. Child Welfare submits PARB-specific reports at each meeting for each case being reviewed.
        D. Verbal reports are given by child welfare staff at each meeting for each case being reviewed.
    b. Yes / No   Please mark yes if at least one letter was circled.

Total Yes (3) _____

Recommendation Process

1. Are recommendations written by individual members or does the chair write them on behalf of the board? (Chair and board interview) (Best Practices)
    a. Individual / Chair

2. Are recommendations entered into the database? (Staff database review) (New PARB Standards, 11-1-2024)
   a. Yes / No
3. Do individual members log into the database and enter their own case information or is that done by another board member? (Chair and board interview) (Informational)
   a. Members / Another Member

1. Are recommendations printed from the database? (Chair and board interview) (New PARB Standards, 11-1-2024)
   a. Yes / No
2. Are hard copies submitted to the Juvenile Court Judge's Bailiff, the lead child welfare staff, ADA, and any attorneys that represent the child or parents in the case reviewed? (Judicial Interview) (Statute)
   a. Yes / No
3. Are all adjudicated cases reviewed by the board at least once every 6 months? (Database review and Chair and board interview) (Statute)
   a. Yes / No
4. Are hard copies of the review submitted to the court within 10 days of the review? (Judicial Interview) (Statute)
   a. Yes / No

Total Yes (5) _____

Database Usage

1. Do all members know how to log into the PARB database and report case information? (Chair and board interview) (Best Practices)
   a. Yes / No
2. What amount of detailed case information is reported in the database? (Chair and board interview and staff database review) (Best Practices)

Please choose:

  a. The bare minimum required to save a case.

  b. More than the minimum but not every field.

  c. Every field that applies to the case is completed.

Total Yes (1) _____

Recommendation Quality

1. Do the recommendations provide specific suggestions that are unique to the case being reviewed? (Judicial interview and staff database review) (Best Practices)
  a. Yes / No

2. Do the recommendations provide justification as to why the recommendation was made? (Judicial interview and staff database review) (Best Practices)
  a. Yes / No

3. Is the recommendation clear and easy to understand? (Judicial interview and staff database review) (Best Practices)
  a. Yes / No

Total Yes (3) _____

Court File Information Review

1. How is Court file information reviewed? Please choose:
  a. Court files, matching those scheduled for review, are gathered from the court clerk and distributed among the members present at the meeting for individual case reviews.
  b. Members review the files they are assigned at the courthouse prior to the regular PARB meeting.
  c. File information, on the cases to be reviewed, is shared through a secure file sharing system by staff ahead of the meeting.

    d.   Court file information is not reviewed.

Community Relationships

1. Is there a professional relationship between the PARB chair or their designee and the current child welfare district director with jurisdiction for the county? (Chair interview) (Best Practices)
   a. Yes / No
2. What type of relationship does the board have with the presiding Judge? (Judicial and board interview) Please choose one of the following:
   a. The Judge checks on the board members before or after their meeting and communicates with the chair or members monthly.
   b. The judge provides occasional feedback to members regarding their recommendations and makes themselves available to answers questions.
   c. Communication between the members and the judge is rare to non-existent.

3. Do members regularly attend juvenile court proceedings? (Judicial and board interview)
   a. Yes / No

Total Yes (2) _____

Additional Efforts

1. Do PARB community outreach efforts take place such as participation in community events?

    b.   Yes / No

Total Yes from Form (38) _____

Judicial Interview

1. What aspects of your board do you think are going well?

2. What areas do you think need improvement?

3. How can OCCY-PARB staff better support PARB efforts?

Board Interview

1. What aspects of your board do you think are going well?

2. What areas do you think need improvement?

3. How can OCCY-PARB staff better support PARB efforts?

Additional Comments:

Recommendations for Improvement:

Support Protect Monitor

Post Adjudication Review Boards of Oklahoma

Program Managers Report
September 27, 2024

State PARB Changes

> **Members retiring from State PARB.**
> Jonette Dunlap
> Christina Siemens
> David Ross
> Lisa Buck
> Carol Bridges
> We know their efforts to improve the foster care system will go on.
>
> **New members**
> Kristi Thompson from the Pittsburg County PARB
> Keri Spencer from the Muskogee County PARB
> JJ Waggoner from Cleveland County
> Liz Nelson from the Garvin and McClain PARB
> Donna Keller, Amber Shaw, Brant Bullard, and Adrian Ratke
>
> A virtual State PARB orientation was conducted and recorded if anyone
> wants to watch it.

E-Team Reports finalized
> PARB Database Training Manual
> State Fiscal Year 2023 Annual Report (July 1, 2022, through June 30, 2023)

PARB staff priorities
1. Increased PARB awareness and volunteer recruitment through targeted and regular outreach efforts
2. Increase PARB standards and accountability.
3. Increase the quality of the recommendations.
4. Increase training quality and quantity.

Outreach activities-Shelbi

PARB held their first monthly Outreach Committee meeting on July 25th. This new effort is being organized and facilitated by Shelbi and includes PARB members from across the state. The purpose is to significantly increase awareness of PARB across the state and the number of PARB volunteers. We need you.

Partnerships and Outreach Opportunities

- Parent Promise meeting with Chris Siemens
- FCAO meeting with Sarah Herrian and booth at their annual training
- Project 111 meeting and conference attendance
- Partners for Change Domestic Violence Conference and partnership.
- Quarterly ICWA and DHS Meetings
- Jayci Howerton, Supervisor of the OKDHS Tribal Coordinators and all of the OKDHS Tribal Coordinators from across the State
- OICWA Conference Booth and attendance
- Shelbi meeting with Oklahoma County Judges
- Juvenile Justice Center Open House booth. Thank you, Judge Allen
- Oklahoma County Regional Training for new Child Welfare Specialists.