

**SPECIAL MEETING
STATE POST ADJUDICATION REVIEW ADVISORY BOARD
AGENDA**

Date: 2-27-2026
Time: 10-12

MEETING NOTICE AND AGENDA

1	Welcome and Introduction of Members and Guests	15 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 September 26, 2025, State Post Adjudication Review Advisory Board meeting <i>Discussion and possible action</i>	5 Min	Sarah Herrian
4	Report from the Foster Care Committee	5 Min	Sarah Herrian
5	Reimagining Foster Care. A Presentation and Discussion on Current Efforts Under way to Address Foster Care Needs.	15 Min	Rachel Goble and Matt Stansberry
6	Funding and other Challenges to the Foster Care Infrastructure	20 Min	Chris Campbell, Executive Director of the 111Project
7	Review of Annual Report Survey Submissions from Local Boards	20 Min	Lisa White
8	Discussion of State PARB Findings and Recommendations to the Oklahoma Commission on Children and Youth in Accordance with Title 10, Chapter 51, Sect 1116.6 <i>Discussion and possible action</i>	20 Min	Keith Pirtle
9	PARB Year in Review and Program Managers Report	10 Min	Keith Pirtle
10	New Business	5 Min	Sarah Herrian
11	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.

STATE POST ADJUDICATION REVIEW ADVISORY BOARD MEETING MINUTES

**Regular Meeting
September 26, 2025
10:00am**

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

The meeting was called to order at 10:03a.m. by 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, Dr. Kalie Kerth, Kristi Thompson, J.J. Waggoner, Amanda Bodine, Sarah Herrian, Liz Nelson, the Honorable Kaitlyn Allen, Brant Bullard, the Honorable Paul Hesse, the Honorable Leah Edwards, Greg Delaney, Adrian Ratke, and Amber Shaw. Members not present: Donna Keller, the Honorable Christine Larson, the Honorable Tom Newby, Lynda Whitney, and Cindy Nocton. OCCY staff members present: Keith Pirtle, Shelbi Tatarian, Caitlin Merritt, Mark James, and Cherra Taylor. Guests present: Lisa White, University of Oklahoma E-TEAM; and Michael Williams, Oklahoma Department of Human Services (OKDHS)

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 May 16, 2025, State Post Adjudication Review Advisory Board Special Meeting *Discussion and Possible Action*

Copies of the minutes were provided.

Dr. Kalie Kerth motioned, and Kristi Thompson seconded to approve the minutes of May 16, 2025, State Post Adjudication Review Advisory Board Special Meeting. The majority of members present voted in the affirmative. Greg Delaney and the Honorable Paul Hesse abstained from the vote. Motion passed.

4. State PARB Proposed 2026 Meeting Dates

The proposed meeting dates for calendar year (CY) 2026 are January 16, May 15, and September 25. Each meeting will begin at 10:00 AM.

Copies of the proposed dates were provided

Adrian Ratke motioned, and The Honorable Kaitlyn Allen seconded to approve the 2026 meeting dates of January 16, May 15, and September 25. All members present voted in the affirmative. Motion passed.

5. Presentation of the Nominating Committee Recommendations for the Position of Vice Chair *Discussion and Possible Action*

Daniel Herring, on behalf of the nominating committee, nominated J.J. Waggoner as the vice chairperson for the State PARB Advisory Board.

The Honorable Leah Edwards motioned, and Liz Nelson seconded to accept J.J. Waggoner as vice chairperson of the State Post Adjudication Review Advisory Board. All members present voted in the affirmative. Motion passed.

6. Recommendations from the PARB Code of Conduct Committee

Discussion and Possible Action

J.J. Waggoner presented the proposed policy on the grounds for removing current members from PARB, and the process for removal. Ms. Waggoner stated that the question of whether a potential member was involved in a child welfare case does not mean an automatic rejection of joining a PARB, but to gain clarity and understanding of why potential members want to serve. She went through each item that would be grounds for removal including violating confidentiality and falsifying or misrepresenting facts on a member application or during the application process. She also presented the steps outlined in the removal process.

Several members expressed concern with item one, “*Engaging in a general course of conduct, action or behavior evidencing disrespect, disdain, or contempt for child welfare, Tribes, attorneys, Judges, CASA, law enforcement, or any others involved in the child welfare system,*” that it may be considered a violation of First Amendment rights. Other concerns expressed were the potential negative impact to PARB if a member engaged in negative speech. Suggestions were to request an opinion from the Attorney General and remove the item from the list completely. The final suggestion was to remove the item from the list and approve the remaining list with the option to amend once an Attorney General’s opinion is received.

Copies of the Grounds and Process for Removal policy were provided.

The Honorable Kaitlin Allen motioned, and Dr. Kalie Kerth seconded to approve the policy regarding the grounds and process for member removal with the removal of item one of the Grounds for Removal, then seeking the opinion of the Attorney General on item one. All members present voted in the affirmative. Motion passed.

7. Presentation by the Oklahoma Human Services Child Welfare Director: The Next Season of Child Welfare

Michael Williams, Child Welfare Director of the OKDHS, spoke of his experience in child welfare in other states, presented some positive statistics of Oklahoma’s child welfare, and shared future plans and aspirations to provide a better system for Oklahoma’s children.

- Mr. Williams grew up in Louisiana. He began his career in mental health before moving to childrens services. He served in both Connecticut and Florida before moving to Oklahoma.
- Oklahoma had met or exceeded 9 of the 11 standards administered by the U.S. Children’s Bureau.
- Oklahoma ranks in the mid-20s out of 52 districts in overall child protection.
- Mr. Williams stated he would like to change the narrative of child protection, including changing the mindset that the love of a parent does not equal the capacity of a parent, explaining that most substantiated cases are due to neglect.
- The potential plans or aspirations would be to:
 - Bring programs from other states that have proven success to Oklahoma.
 - Creating or strengthening partnerships with other programs.
 - Recruiting more kinship foster families so children removed from their homes are not placed with strangers, if possible.
 - Providing foster care beyond a youth’s 18th birthday to give youth a better chance in life.

- Getting children out of institutional care as quickly as possible once treatment is completed.

Mr. Williams encouraged members to reach out to him if they have ideas, want to collaborate, or help in any other way.

8. Oklahoma Foster Care System: Call to Action

Chairperson Sarah Herrian expressed the need for more foster homes for school-aged children, sibling groups, and teens. Approximately 684 new homes will be needed to accommodate these groups. Another concern was the distance between the children and their families, with over 60% living outside the original counties of residence. Other concerns included retention issues of foster homes and siblings being separated.

The members shared ideas on recruiting and improving retention including partnering new foster parents with seasoned foster parents and keeping sibling groups in the same community if not in the same home, allowing siblings to be close to each other. The members also discussed how PARB could assist with recruitment efforts, including providing education. A State PARB subcommittee was created to further explore and address this issue.

9. E-Team Report: Findings from the PARB Credentialing Focus Group

Lisa White, Senior Research Associate for the University of Oklahoma's (OU) ETEAM, presented on the results of the focus groups regarding the credentialing process. Some of the information included:

- There were three focus groups with a total of 13 participants, 5 of which were PARB chairs.
- The participants are at various stages of the credentialing process, with some unaware of the process.
- The overall experience of the process was positive, with some opportunities for improvement.
- Recommendations included 30-day grace period for improvement before final scores, offer training to build shared understanding, and more communication around the process.

Overall, the members are optimistic about the credentialing process.

10. Report from the Oklahoma Commission on Children and Youth

Dr. Kalie Kerth reported that the Commission meeting occurred on September 19, 2025. She also reported that she is entering her final term on the Board of Commissioners. Dr. Kerth gave a brief overview of the previous Commission meeting.

11. Program Managers Report

Mr. Pirtle provided updates of activities since the last scheduled State PARB Advisory Board meeting. Some of the updates include:

- Lou Truitt-Flanagan resigned from State PARB and Rogers County PARB where she served for about 23 years.
- There are three vacancies for "Active PARB" members on State PARB. The Governor has requested an entire list of all local PARB members. No appointments from the list have been made at this time.
- State PARB's annual recommendations were submitted to the Commissioners during the September 19, 2025 meeting.
- Sixteen credentialing visits were conducted since the process began.

Mr. Pirtle requested the State PARB members to assist promoting PARB in their communities and/or to serve on committees such the outreach or conference planning committees.

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)

No new business was discussed.

13. Adjournment

The next meeting is scheduled for January 16, 2026.

Daniel Herring motioned and the Honorable Kaitlin Allen seconded to adjourn the meeting. The meeting adjourned at 11:59am.

Fostering a movement.

Redeem Studio



Rachel Goble
YFSOK



Matt Stansberry
Redeem Studio

It's time to take action.

Redeem Studio

It's time to connect.

There is a general disconnect from people in our communities to foster care and our most vulnerable children. In fact, 78% of people have not considered stepping into the space of foster care.



It's time to inform.

Our kids in our state deserve better than that.
It's time to revitalize a movement around foster
care that educates, informs and invites.



It's time to engage.

A movement that is a call-to-action and also provides a spectrum of ways to respond. All can engage and support, we just need to show them tangible ways to do that.



It's time to unify.

Our desire is that the movement would be a space where all voices are heard. True change occurs when we are unified and all are invested.



How we are fostering a
movement, together.

Redeem Studio

Discovery

+

Strategy

Implementation & Transformation

Digging deeper than symptoms or assumptions to find root issues and identify the biggest opportunities.

Seeing beyond the obvious to create innovative strategies that inspire change and unlock impact.

Activating a network of creatives who believe in reimagining what's possible, and the redemptive power of storytelling and shared experiences.
Stories that dignify, move people, and shift culture.
Experiences that inspire action and create environments where people connect and flourish.

Framework



Discovery + Strategy

01 Existing Data

Collect key metrics

02 Qualitative

All voices heard

03 Quantitative

Additional data collection

01 Children Cohort

Foster children + non-foster children

02 Strategy Team

Curated team of professionals

03 Qualitative Considerations

Recommendations based on discovery

Phase 01



Implementation & Transformation

01 Raise Funds & Assemble Team

Secure funding and engage experts to execute the strategic implementation plan

02 Design & Develop

Build out of all key components for the movement

03 Launch & Nurture

Roll out the movement across all key channels and partnerships
“All hands on deck” to advance and grow the movement

Phase 02



Thank you.

Together, we can redeem what's overlooked
and restore what's possible.

 Redeem

Annual PARB Member Survey 2025

January 16, 2026



**OKLAHOMA
COMMISSION ON
CHILDREN AND YOUTH**
Post Adjudication Review Board



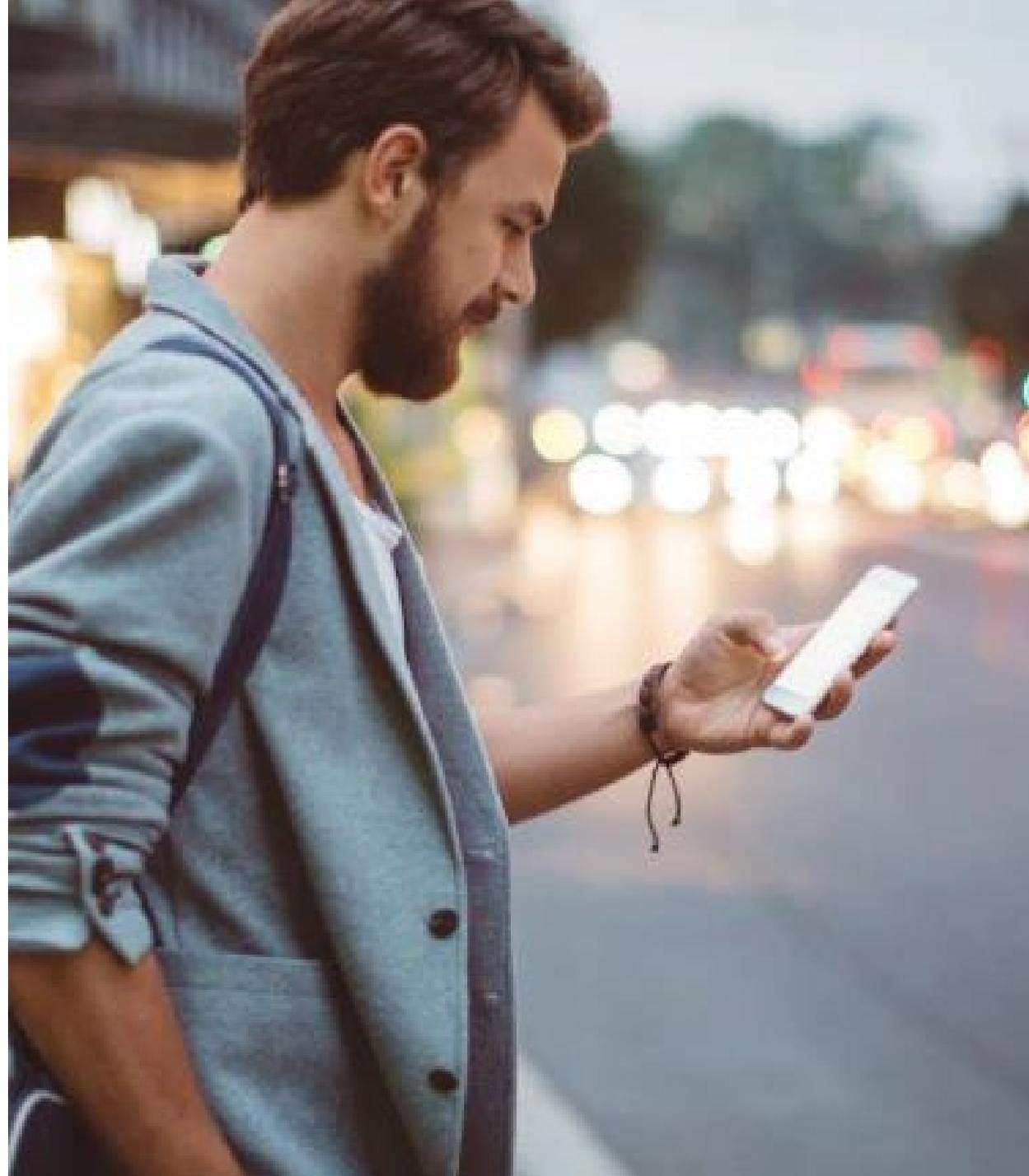
Overview

The **annual survey** was distributed to PARB members at the end of calendar year 2025.

28 members completed the survey.

Members discussed topics, including:

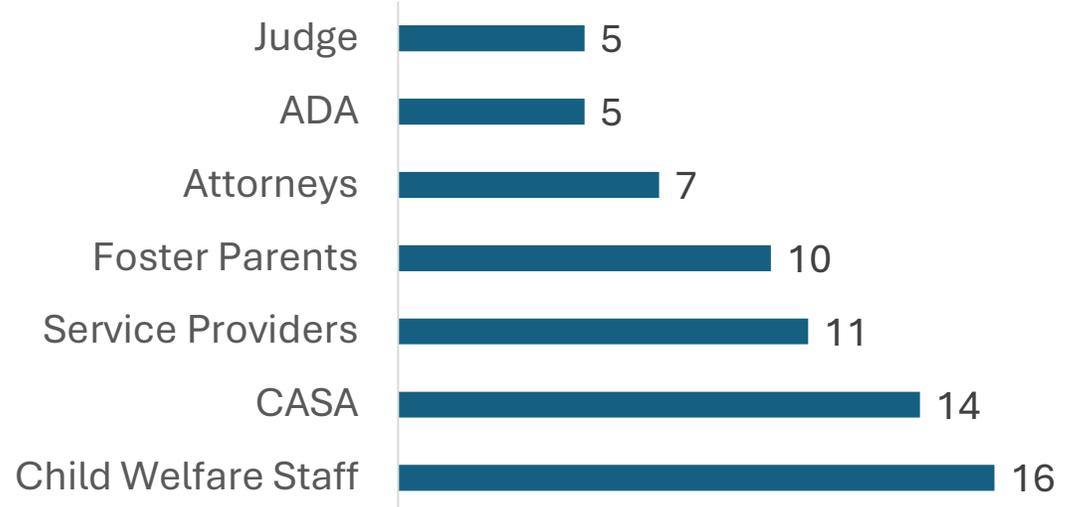
- Systemic issues
- Building relationships with judges, DHS workers, and CASAs
- Recruitment and retention of volunteers
- Training and development
- Recommendations for improvements





Child welfare staff, CASAs, service providers, and foster parents were among the most utilized sources to provide case information to PARBs in 2025.

Members Used Various Sources to Gather Case Information (n = 28)



Respondents could choose multiple sources.

Are there any systemic issues, concerns, or barriers related to the juvenile court system that your board has identified over the past year ?

(n = 18)

- **Workforce instability and capacity constraints:** High turnover/vacancies (DHS/child welfare/OHS) disrupt continuity, increase overload, and contribute to missed follow-through.
- **Communication and information issues:** Delayed/inconsistent reporting from DHS, discrepancies with provider info, withheld/incorrect details, and poor notification of schedule changes undermine coordination.
- **Delays to permanency and case progress:** Prolonged cases and service delays slow progress and reduce stability for children.
- **Service and support gaps:** Limited therapeutic/behavioral health services (including delinquent docket) and insufficient practical supports hinder case plan success; barriers noted for adjudicated teen parents.
- **Court/legal decisions and ICWA/Tribal engagement:** Boards raised concerns about criminal no-contact orders affecting families and the need for stronger ICWA/Tribal practices (*Active Efforts*, timely notice, placement preferences) and domestic violence training.

Over the past year, what has your board done to strengthen relationships with court partners such as judges, DHS workers or CASAs?

(n = 25)

- **Build rapport and trust:** Intentional relationship-building, appreciation, and a “we’re here to help” partnership approach.
- **Increase communication and coordination:** Regular check-ins, direct conversations, and collaborative problem-solving with DHS/CASA/judges.
- **Invite partners into the process:** DHS/CASA/OJA/OHS (and sometimes Tribes) invited to PARB reviews; follow-up when they can’t attend.
- **Improve timeliness and information sharing:** Reports shared quickly and in time for hearings; streamlined processes to reduce burden on partners.
- **Provide practical supports and resources:** Help locating services/supports and sharing tools/training to help cases move forward.

“Our board strengthened relationships with court partners by maintaining regular communication with judges, DHS, CASA, and other stakeholders. We provided consistent opportunities for dialogue. With child welfare, we support them by collaboratively problem solving. We also supported shared learning through training and resource sharing, and we prioritized appreciation and relationship-centered collaboration to build trust and improve coordination across the child welfare court system.”

-PARB Member

**In what ways, if at all,
have you helped court
partners better
understand the purpose
and value of PARB?**

(n = 20)

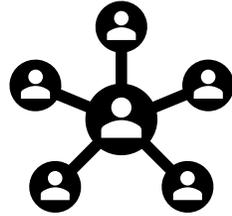
- **Explain PARB during routine case contact:** Reintroduce PARB to new workers via calls/emails/staffing, especially with turnover.
- **Reinforce a partnership, solutions-focused role:** Emphasize PARB supports better outcomes and collaboration (not fault-finding).
- **Use dialogue and outreach to court partners:** Share the statute; meet with judges/attorneys/DA to clarify PARB's role and improve usefulness.
- **Show value through actionable recommendations:** Provide clear rationales and practical service/resource suggestions that help cases move forward.
- **Model ICWA practice where applicable:** Write recommendations through an *Active Efforts* lens, offer culturally relevant resources, and highlight strengths.

“Each time I work with a new caseworker, I try to explain the what/why of PARB. I stress that the review is done in partnership with them - not to criticize or find fault. It would be helpful, for both sides, to have a series of forums (in person or online) to inform and establish a better relationship between PARB members and the DHS workers in their county.”

-PARB Member

What strategies has your board used in the past year to recruit and retain PARB volunteers? What has worked well, and what challenges have you experienced?

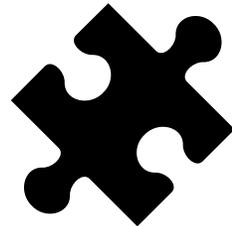
(n = 21)



What worked well: Word-of-mouth recruiting, networking with partners (judges/DHS/CASA), outreach to civic/church groups, social media, conference presentations



Retention strategies: Strong team culture, regular communication, flexibility with schedules/roles, early case assignment, emphasizing impact and volunteer voice



Challenges: Time commitment and report-writing expectations, unpaid role, conflicts of interest, recruitment pipeline limitations/public awareness



25 out of the 28 respondents reported their board members participated in sponsored trainings during 2025.

What stands out as the most useful aspect of the trainings?

(n = 28)

- **System understanding:** Better grasp of how DHS and the courts function, and what happens “behind the scenes.”
- **Law and policy:** Clearer understanding of statutes, child welfare law (e.g., child support, TPR), and how requirements align with PARB responsibilities.
- **Better PARB practice:** Improved case selection/review processes and clearer guidance on what information to gather from partners.
- **Stronger recommendations:** More concise, actionable reporting that is more likely to be read (by judges) and used.
- **Resources and perspectives:** New resources/strategies for supporting families and greater value placed on teamwork and multiple viewpoints.

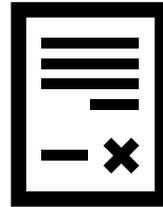
What additional training topics would be most helpful to your board in the coming year (e.g., content areas, formats)?

(n = 22)



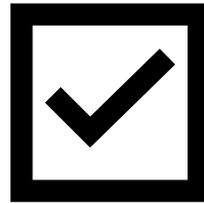
System Partners

- Communication with DA/court
- PARB authority and file access
- Court process navigation



Practice and Quality

- Report writing refreshers
- Reading case documents
- Capturing court outcomes



Content Priorities

- Trauma and bias
- DV/trafficking/drug trends
- Policy updates
- ICWA/Tribal policies

Preferred formats: lunch and learns, online/hybrid, short modules



How can the state PARB staff and the State PARB Board better support your efforts? (n = 21)

- **Training and learning support:** Continue trainings; expand online/self-paced options to increase access and reduce travel.
- **Local partner engagement:** Help strengthen connections with DHS/CASA/mental health providers to improve collaboration and case updates.
- **Role clarity & verification tools:** Provide member ID/verification and a standard script/handout to explain PARB's neutral role.
- **Statewide growth and ICWA support:** Support expansion into more counties and strengthen ICWA-specific resources (*Active Efforts*, Tribal notice, placement guidance).



**OKLAHOMA
COMMISSION ON
CHILDREN AND YOUTH**
Post Adjudication Review Board

The University of Oklahoma E-TEAM

**Designing
Solutions,
Delivering
Results: Your
Partner in
Transforming
Information
into Action**

The Educational Training, Evaluation, Assessment, and Measurement (E-TEAM) department at the University of Oklahoma Outreach/College of Continuing Education is a multidisciplinary team comprised of senior evaluators and researchers, research assistants, data analysts, graphic designers, and web and database developers who work collaboratively to support organizations in using data to inform decision-making and improve outcomes.

At the heart of our work is a commitment to rigorous, insightful program evaluation and research. We partner with state agencies, educational institutions, nonprofit organizations, and community service providers to evaluate programs in areas such as education, mental health, child welfare, criminal justice, public health, and substance use treatment and prevention. Our work is shaped by what matters most to our partners – relevance, results, and alignment with their goals and objectives.

E-TEAM recognizes that factors such as community history, social conditions, and local context matter fundamentally in evaluation. In addition to evaluation, we conduct applied and participatory research to explore emerging issues, inform policy and practice and drive continuous improvement. By translating complex data into clear, actionable insights, we help our partners demonstrate impact, enhance service delivery, and build capacity for sustained success.



3200 Marshall Avenue
Norman, Oklahoma 73072
Phone: +1 405-325-7186
Email: eteamadmin@ou.edu
Website: eteam.ou.edu



PARB statutes regarding recommendations

Make recommendations to the courts, the Commission, the Governor, the Legislature, the Department of Human Services, the Office of Juvenile Affairs, and other state agencies providing services to children regarding proposed statutory revisions and amendments to court rules and procedures, and review and make recommendations on permanency planning, foster care and child welfare service delivery policies, guidelines, and procedures;

The Advisory Board shall submit a report of the activities, findings and recommendations of the review boards to the Commission on or before May 1 of each year.

Annual Reporting Expectations of the Oklahoma Commission on Children and Youth

It is OCCY's expectation that every state level board and department follow these standard procedures. Through the ongoing efforts of the department's boards and staff, they identify issues that negatively impact the lives of children and their families. Then define the issue in a way that can be measured, collect data to further examine the issue and compare information with what other states and entities are currently doing.

- I. Background and Problem Statement
- II. National Context and Comparison
- III. Why This is a Problem
- IV. Recommendation: Statute, Policy or Practice Change
- V. Expected Outcomes
- VI. Conclusion

What was presented to the Commission in September of 2025

In SFY 24 there were 291 PARB volunteer members who conducted 2,526 foster care reviews and collectively logged 7,027 volunteer hours.

SFY 2024 Annual Recommendations from the State Post Adjudication Review Advisory Board- As voted on at the State PARB Meeting on 1-17-2025

As required by statute, the State Post Adjudication Review Advisory Board annually submits a number of recommendations to the Commission on Children and Youth.

1. *Reduce the time to initiate services and improve the quality of needed mental health services to families engaged within the child welfare system.*

One of the most common issues perceived by the local Boards and identified by them is the need for earlier initiation of mental health services to families engaged with child welfare. Though no data has been gathered to substantiate these concerns, the State Post Adjudication Review Advisory Board agrees that earlier initiation of services and additional mental health services are needed.

2. *Support HB 2030, which increases payments to foster parents.*

Oklahoma's foster care system provides a lifeline for children, but the financial support for foster parents has not increased since 2018, remaining at an average of \$20 per day despite a 25% rise in the cost of living. This stagnant rate is no longer sufficient to cover necessities such as food, clothing, and school expenses, much less extracurricular activities that build confidence and resilience. Increasing the daily reimbursement by \$5 is a modest but critical adjustment that will help foster families meet children's needs, attract and retain more foster parents, and improve stability and permanency for children in care—ultimately reducing disruptions and long-term costs to the state.

3. *Improve Oklahoma's Promise, for youth who are aging out of child welfare custody.*

Children in state custody should automatically qualify for Oklahoma's Promise without being required to provide parental income or financial documents, which are often impossible for foster youth to access. With many aging out of care lacking housing, job skills, or even basic identification, removing this barrier would provide vital educational opportunities and better support their transition into stable, independent adulthood.

4. *State PARB supports the efforts of child welfare and other court partners in their efforts to modernize the states approach to individual service plans.*

Improving Individual Service Plans (ISPs) is critical to better child welfare outcomes in Oklahoma. Many ISPs are repetitive, hard to read, and not tailored to the reasons for involvement, leaving parents confused and goals unclear. With more training on partnering with parents, clearer formatting, and measurable goals tied to safety plans and local resources, ISPs can become practical tools that truly support family success and child safety.

State PARB Action Step

Determine one issue that is easy to define and works well within this new format. PARB staff and State PARB members will then create a recommendation following the annual reporting expectations and submit it to the Commission by May 1, 2026.

Support Protect Monitor

Post Adjudication Review Boards of Oklahoma

PARB Year in Review and Program Managers Report February 27, 2026

Highlights from 2025

	2021	2022	2023	2024	2025
Members	287	279	300	282	289
Boards	42	42	41	41	43
Case Reviews	3,710	1,816	2,544	2,626	2,500
Volunteer Hours	7,277	6,499	7,087	7,345.75	5,165.80

Local Board Changes:

New in 2025

Atoka County-Laura Melton Chair-Established May 2025
Canadian County-Connor Reece Chair-Established November 2025
Seminole County-Established December 2025
Oklahoma County-Substance Abuse-Established December 2025

Disbanded in 2025

Sequoyah County
Okfuskee

February 2025
February 2025

PARB Highlights

Total Training Hours in 2025 243
Credentialing Visits Completed 14
New Tulsa PARB Coordinator: Saralyn Miller

PARB Conference: Te'Ata Loper Keynote, Child Welfare Panel, Judges Panel, PARB awards: PARB Hall of Fame: Gail Stricklin, David Hughes Child Welfare Partner of the Year: Micheal Carrington (Cleveland County) Judicial Partner of the Year: Judge Kim Conyers (Creek County)

State PARB Highlights

Members retired from State PARB in 2025.

Keri Spencer, Lou Flanagan, Deanna Chancellor, Judge Tom Newby, Greg Delaney

New members

Bryson Paden, (Ex-Officio OJA), Cierra White, Garvin and McClain, (Active PARB), Bart Bouse, Woodward, (Active PARB)

Plans for 2026

2026 PARB conference: March 30, 31 and April 1. It will be at the OKANA in Oklahoma City. State PARB members are once again invited to attend.



**OKLAHOMA
COMMISSION ON
CHILDREN AND YOUTH**
Post Adjudication Review Board

Updated PARB Credentialing Form 1-26-2026

PARB Credentialing Assessment Form

1. Date of Assessment: _____
 2. Reviewer: _____
 3. Board Name: _____
 4. Board Chair: _____
 5. Presiding Juvenile Court Judge: _____
-

Board Required Standards by Statute or PARB Policy

1. Are board elections held for the chairmanship position every year? (Board interview)
(Statute)
 - a. Yes / No
2. Are at least two meetings held per year? (Board interview) (Statute)
 - a. Yes / No
3. Is there no more than one person employed by any child welfare agency or juvenile court? (Chair and Board Interview) (Statute)
 - a. Yes / No
4. Are all adjudicated cases reviewed at least once every 6 months? (Database Review compared to docket list) (Statute)
 - a. Yes / No/ NA (NA for high population counties who do not have the capacity to review every case)

5. Is a review conducted, at least once every 6 months, 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/ NA (NA for high population counties who do not have the capacity to review every case)
 6. Are ICPC cases identified and reviewed by the board at least once every 6 months? (ICPC cases where the child's court of jurisdiction is out of state and child welfare in the boards district has been asked to create an ICPC case.) (Chair interview) (Statute)
 - a. Yes / No/ NA (NA for high population counties who do not have the capacity to review every case)
 7. Has every open adjudicated deprived case been reviewed at least once? (Compared to KIDS Data) (Statute)
 - a. Yes / No/ NA (NA for high population counties who do not have the capacity to review every case)
 8. 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
 9. Do child welfare staff report case specific information to PARB members, in some form on each case reviewed by the board? (Chair and board interview) (Best Practices)
 - a. Yes / No
 - b. Non-Metro Boards Only: Please list the names and titles of the child welfare staff that regularly attend your meetings.
-
10. 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
 11. Do the recommendations provide justification as to why the recommendation was made? (Judicial interview and staff database review) (Best Practices)
 - a. Yes / No

12. Are the recommendations clear and easy to understand? (Judicial interview and staff database review) (Best Practices)

a. Yes / No

Total Yes (12) _____

Total that Applies _____

Notes and Comments:

Board Chair or their Designee Required Standards by Statute or PARB Policy

1. 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

2. Are meetings canceled when a minimum of three current members are not present in person for the meeting? (Board interview) (PARB Standards)

a. Yes / No

3. Are volunteer hours recorded at each meeting and uploaded into the database? (Record Review) (IV-E Requirement)

a. Yes / No

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

a. Yes / No

5. Is the complete and up to date membership list shared with the presiding Judge every year? (Chair and Board Interview) (Statute)
 - a. Yes / No
6. When members resign, is this information communicated with the State PARB office and Judge? (Chair Interview) (PARB Manual)
 - a. Yes / No
7. 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
8. Is a list of cases to be reviewed at each meeting created by the chair or their designee before each meeting? (Board interview) (Best Practices)
 - a. Yes / No
9. Is the database used to help organize and inform the meeting case review list? (Chair interview) (Best Practices)
 - a. Yes / No
10. Is the upcoming deprived docket obtained and reviewed as part of the meeting case list preparations? (Chair interview) (Best Practices)
 - a. Yes / No
11. Is the time since last review considered when organizing the meeting case list? (Every 6 months minimum) (Chair interview) (Best Practices)
 - a. Yes / No
12. Are recommendations entered into the database? (Staff database review) (New PARB Standards, 11-1-2024)
 - a. Yes / No
13. Are recommendations printed from the database? (Chair and board interview) (New PARB Standards, 11-1-2024)
 - a. Yes / No
14. 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 within 10 days of the review? (Judicial Interview) (Statute)
 - a. Yes / No

15. Is there a professional and ongoing 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

Total Yes (15) _____

Notes and Comments:

Member Required Standards by Statute or PARB Policy

1. Are 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 in the first six months of appointment? (Database Training Record and discussed with the board) (PARB Manual)

a. Yes / No

4. 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
5. Are all members residents of or employed within the judicial district in which the board serves? (Chair and Board Interview) (Statute)
 - a. Yes / No
6. Have all members been appointed by the Judge and the OCCY Director? (Application Reviews) (Statute)
 - a. Yes / No

Total Yes (6) _____

Total items that apply _____

Total Yes from Form (33) _____

Notes and Comments:

Recommended but not Required Guidelines

1. Is there at least one member of the board who has training or experience in issues concerning child welfare? (Chair and Board Interview) (Statute)
 - a. Yes / No
2. Is there at least one member of the board who is a current or former foster parent? (Chair and Board Interview) (Statute)
 - a. Yes / No
3. Does the board 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
4. Are board members aware that they may participate by video conference in up to half of their total meetings per year? (Board interview) (New PARB Standards, 11-1-2024)
 - a. Yes / No
5. Does child welfare provide input into preparing the meeting case list? (Chair interview) (Best Practices)
 - a. Yes / No
6. Do all members know how to log into the PARB database and report case information? (Chair and board interview) (Best Practices)
 - a. Yes / No
7. Do members regularly attend juvenile court proceedings? (Judicial and board interview)
 - a. Yes / No
8. Do PARB community outreach efforts take place such as participation in community events?
 - a. Yes / No

Notes and Comments:

Board Process Identification

1. What is the typical method your Board uses for communicating with child welfare regarding case information? Please circle all that apply: (Chair and board interview) (Best Practices)
 - A. Individual 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.

2. 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
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
4. 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.
5. 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 communicates with the chair or members monthly.
 - b. The judge provides occasional feedback to members regarding their recommendations and makes themselves available to answer questions.
 - c. Communication between the members and the judge is rare to non-existent.
6. What amount of detailed case information is reported in the database? (Chair and board interview and staff database review) (Best Practices)

Please choose:

 - i. The bare minimum required to save a case.
 - ii. More than the minimum but not every field.
 - iii. Every field that applies to the case is completed.

Notes and Comments:

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: