

Oklahoma's Post Adjudication Review Boards

Volunteers supporting, protecting and monitoring the deprived court system

Let's Talk about the Rules

- You show up, you review cases and write recommendations. What else do we need to know? And where did this credentialing checklist come from?
- Things are done out of habit without understanding why they were done that way.
- Maybe there is a more efficient way of doing things
- PARB is entering the modern era and tracking cases through a database.
- We need a standard and a conversation on what is best practice.
- Let me know if you disagree with anything reviewed and let's talk through it

- A. PARB Statutes
- B. PARB Policies
- C. PARB Manual
- D. Credentialing Checklist

So, what is Required?



State agencies have statutes or laws that tell you the rules and purpose

Created using taxpayer money to serve some greater good or address a need

Non-profits have a mission and policies

Title 10 is the Children's code.

Chapter 51. Section 116.2, 3, 4, and 6 in Title 10.

Title 10A. Article 1. Chapter 6. Section 1-6-103, Chapter 9. Section 1-9-118

PARB History and Purpose



1981, Oklahoma legislation created independent, citizen-led foster care review programs to be in operation in every judicial district. The program became known as the Foster Care Review Boards.

Postadjudication review boards shall function in an advisory capacity to the district court.

Chapter 51. Section 116.2 in Title 10



Establishing boards, membership, training, organization

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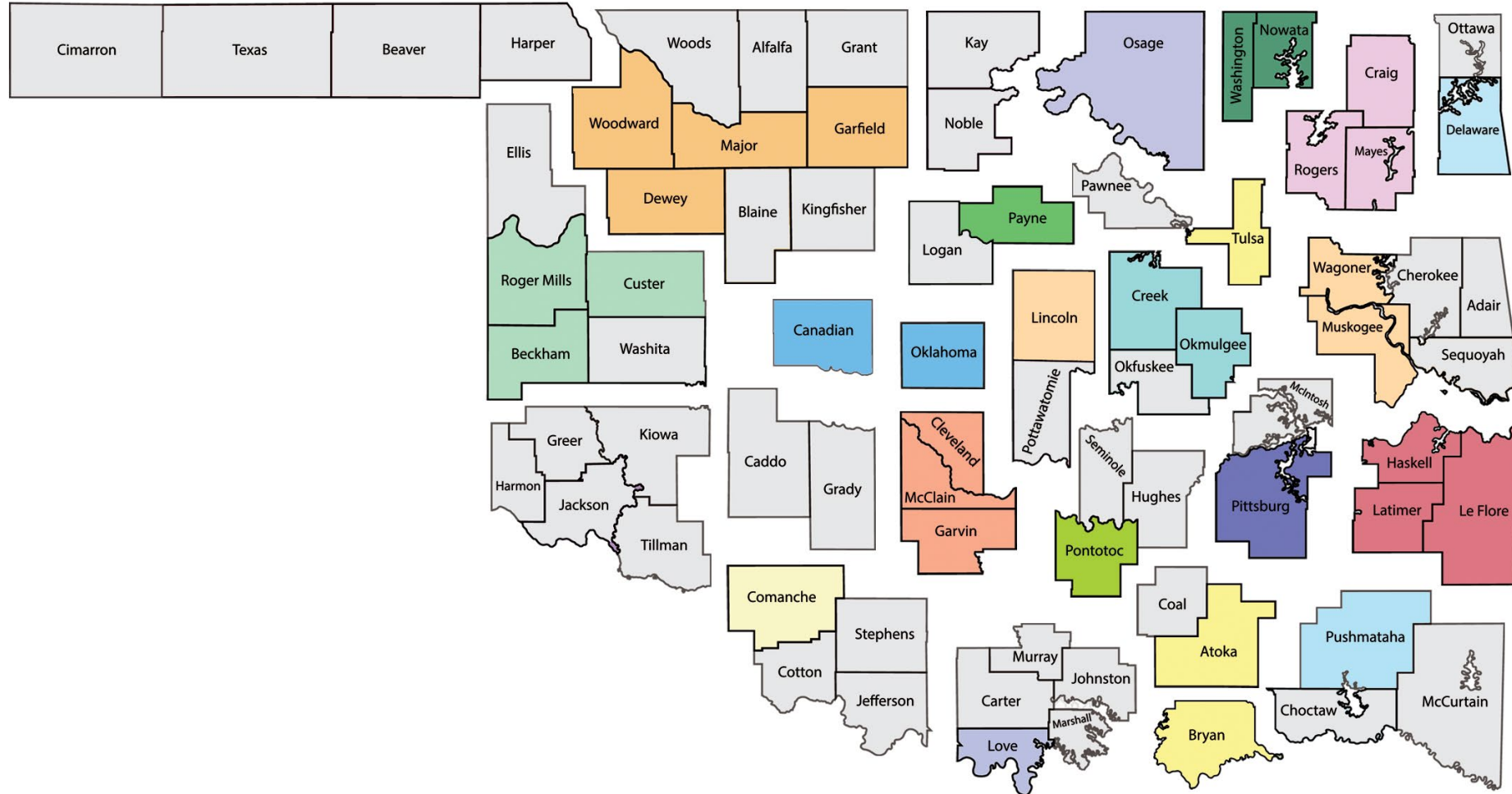
There is hereby established a postadjudication review board in each judicial district in the state.

The Oklahoma Commission on Children and Youth may establish additional postadjudication review boards as needed for each county within a judicial district.

Why would you want multiple boards in a district?

Can the same board cover more than 1 County?

PARB Map



Membership Guidelines



Members shall be residents of or employed within the judicial district in which the board serves and shall be appointed by the Director of the Oklahoma Commission on Children and Youth after consultation with judges in the judicial district having juvenile docket responsibility.

A postadjudication review board for each judicial district shall consist of at least five (5) members.

Board members shall be appointed for a term of (5) years. Members shall serve after the expiration of their terms until their respective successors have been appointed.

Membership Guidelines



The review board members shall be appointed according to the following guidelines:

1. One member shall be a person who has training or experience in issues concerning child welfare, or a person who has demonstrated an interest in children through voluntary community service or professional activities;
2. Whenever possible, at least one member of the board shall be an individual who has served as a foster parent.
3. No more than one person employed by any child welfare agency or juvenile court may be appointed to a board at the same time, provided such person shall not participate in any review hearing in which the person is professionally involved.

Membership Guidelines



Each postadjudication review board shall annually elect a chair and shall notify the Commission on Children and Youth as to the name and address of the chair.

A list of the members of each local board and its officers shall be filed with the Presiding Judge of the judicial district and each judge within the district having juvenile docket responsibility.

How often to meet?



Each postadjudication review board shall meet as often as is necessary at a place it designates to carry out the duties of the board established by Section 1116.3 of this title.

The review board shall meet at least twice annually.

See new State PARB Policy:



Policy Regarding Guests Attending Post Adjudication Review Board (PARB) Meetings

PARB Non-Member Attendance Policy

1. Guests Observing Meetings

Upon request, the following classifications of individuals are eligible to observe, but not participate in, closed board meetings, subject to the following conditions:

See new State PARB Policy: Eligible Guests:



- Members of Other Review Boards for training purposes.
- Prospective PARB Members may attend one meeting to learn more about the board they plan on serving.
- Students attending as part of a class assignment (one meeting).
- Researchers conducting approved PARB research.
- State Postadjudication Review Advisory Board Members exercising their oversight responsibilities.
- PARB Staff exercising their oversight responsibilities.
- Oklahoma State Legislators from Health and Human Services committees exercising their oversight responsibilities.

See new State PARB Policy:



Conditions for Attendance:

Approval Requirement: Prior written approval from the designated Board Chair must be obtained seven (7) business days prior to the scheduled meeting to ensure coordination and limit disruption.

- The PARB Program Manager must be notified by the PARB Chair of any requests received by State Legislators.
- Confidentiality Agreement: A verbal agreement to not share confidential information learned during the PARB case reviews is required, along with a signed and dated PARB Guest Confidentiality Form.
- Purpose Statement: A written stated purpose for attending must be provided.

Guests Presenting Information Attendance Policy

Upon request, the following classifications of individuals are eligible to present pertinent information regarding a PARB case scheduled for review, subject to the following conditions:

Conditions for Presentation:

- The case must be on that month's PARB agenda for a scheduled review.
- The case must fit the criteria for a PARB review (post-adjudication and within the board's jurisdiction).
- Prior written approval from the designated Board Chair or PARB staff must be obtained seven (7) business days prior to the scheduled meeting.
- Time Limit: Presentations are limited to 15 minutes.

See new State PARB Policy:



Eligible Guests:

- The Child and the Custodian of the child in the case being reviewed.
- Foster Parents of the child in the case being reviewed.
- Individuals with pertinent Information regarding the case who have been pre-approved by the Board Chair.

Training Requirements



Members of the postadjudication review boards shall attend the next available orientation program after appointment to the board.

Members of postadjudication review boards shall attend the annual meeting or training programs or both such meeting and training programs as are authorized and directed by the Commission on Children and Youth. (Training Manual says 4 hours every year)

Out of Pocket Expense



Members of postadjudication review boards shall serve without compensation, but shall be reimbursed for travel and training expenses from monies appropriated by the Legislature for such purposes, as provided by the State Travel Reimbursement Act.

The Commission on Children and Youth shall provide members of postadjudication review boards with necessary operating supplies and postage fees or members shall be reimbursed for these expenses.

Removing a member



The Commission on Children and Youth shall be responsible for developing procedures for the removal of a member from a postadjudication review board. The grounds for the removal of a postadjudication review board member shall include but not be limited to:

1. Failure to attend board meetings as required by the Commission on Children and Youth;
2. Engaging in illegal conduct involving moral turpitude;
3. Engaging in conduct involving dishonesty, fraud, deceit, or misrepresentation; or
4. Wrongful disclosure of information as provided by Section 1116.4 of this title.

See also: *Proposed Changes to the PARB Policy Regarding the Grounds and Process for the Removal of Current Members*

Chapter 51. Section 116.3 in Title 10



Duties of the boards and reviews

<https://www.oscn.net/applications/oscn/DeliverDocument.asp?CiteID=64081>

What cases should you review and how often.

1. Review the case of every adjudicated deprived child at least once every six (6) months and submit to the court within ten (10) days of any review hearing its findings and recommendations.

What to Review



Such review shall include, but not be limited to, consideration and evaluation of:

- (1) the appropriateness of the goals and objectives of the treatment and service plan,
- (2) the appropriateness and timeliness of the goals and objectives of the permanency plan, and
- (3) the appropriateness of the services provided to the child, and to the parent, stepparent, or other adult living in the home of the child, or legal guardian, or custodian.

Reviews of cases and reports to the court shall be scheduled to ensure that the court receives the findings and recommendations of the review board prior to each regularly scheduled six-month review of the case by the court;

What to Review



Review the case of every child alleged to be deprived and held in an out-of-home placement six (6) months after removal and every six (6) months thereafter until adjudication occurs or the child is released from out-of-home placement

Review the ICPC Cases that are placed in your County from out of State



Review the case of every child adjudicated deprivedwhen the child is currently residing in Oklahoma and the Department of Human Services has been notified of the change of residence ...and has agreed to provide services to the child pursuant to the Interstate Compact

The Department shall notify the proper review board of the location of the child and shall provide such review board with information received from the other state concerning the child and any reports made by the Department concerning the child. The review board shall report its findings to the Department and may report such findings to the agency or court in the state having jurisdiction for the custody of the child.

Delinquent Cases



If approved by the court, review the case of any juvenile adjudicated delinquent or in need of supervision.

Who gets the recommendation?



Forward copies of the findings and recommendations of the review board to the court having jurisdiction of the case, the parent or legal guardian, attorney representing the child, agency supervising the case or legal custodian of the child and to any other party as determined by the court. It shall be the duty of the court clerk to ensure that all documents filed pertaining to the case of an adjudicated child are properly noted and affixed in the file of the child prior to the commencement of the review process by the review board. The bailiff or bailiffs of the judges having juvenile docket responsibility within the district shall transmit the information necessary for the case reviews to the review board for that district.

C. A review board may solicit the attendance at its meetings of persons known to the board with information concerning the case of any child subject to its review.

D. It shall be the duty of the court having jurisdiction of the case to acknowledge the receipt of the recommendations of the review board.

E. A review board member may attend any court hearing concerning the case of any child subject to review by the board.

Should you ask your Judge?

Title 10. Chapter 51. Section 116.4



Boards shall keep information confidential

<https://www.oscn.net/applications/oscn/DeliverDocument.asp?CiteID=64082>

No member of a postadjudication review board or staff member of such board may disclose any information regarding individual cases acquired from case reviews

State PARB Duties

<https://www.oscn.net/applications/oscn/DeliverDocument.asp?CiteID=64084>

The Board is responsible for:

- Overseeing the PARB Program in partnership with OCCY
- Making policy recommendations to courts, agencies, and government officials regarding child welfare, foster care, and permanency planning
- Identifying and solving issues within the foster care system
- Submitting a report of activities along with findings and recommendations to the Oklahoma Commission on Children and Youth.

New PARB Standards to replace OMA Rules (Adopted by State PARB May 30, 2024)

1. Establishing a quorum: A minimum of 3 active members must be present at the meeting location to conduct a PARB meeting. Additional members may participate by video up to half of the total meetings per year. If a board meets 10 times a year, each member must attend at least 5 meetings in person per year.
2. Minutes will no longer be required.
3. Meeting dates for the following calendar year are established by each board and submitted by December 15, to the PARB Program Manager, the presiding juvenile court judge and to the person responsible for scheduling the meeting location such as the court clerk.

Boards will no longer file their dates with the County Clerk or need to comply with requirements for special meetings when dates change.

4. All PARB business will be held in executive session. Only current active members, staff, potential members, and those that are conducting approved research and who have signed and submitted a confidentiality agreement may attend executive session. See also, Policy Regarding Guests Attending Post Adjudication Review Board (PARB) Meetings

5. All cases that are reviewed will be entered into the PARB database for tracking purposes.

Common Sense Procedural Rules



The PARB chair or their designee must provide all information requested by the PARB program staff, which may be needed for overall program functioning and evaluation. This includes but is not limited to;

- A. Annual meeting dates
- B. Membership changes
- C. Volunteer hour reporting to obtain federal funding.

Usage of the PARB database is required for writing and tracking PARB case review information and for submission to the court. This means.

- A. Every review is in the database every time
- B. The minimum data is complete
- C. Recommendations are printed from the database and submitted to Court
- D. The database is used to create the case review list.

Ideal case review management

- A. Start with the upcoming deprived docket
- B. Look at the “Next Review Date” and when the case was last reviewed and use this information to create your review list.
- C. Perhaps get some feedback from your regular contact at child welfare. Do not have child welfare give you the list of cases to review.

Other Best Practices



Do not let your chair do everything

Have a healthy relationship with your Judge

Know your District Director but have a permanency supervisor attend your meeting.

Ideal reporting from Child Welfare

- A. Submission of updated ISP's (Court Report) for the cases being reviewed either in the case file or handed to the board.
- B. A verbal report that is organized, short and does not take your entire meeting.

Ideal Recommendation Writing



They can either be decided by the group or written by individuals and then reviewed by the group.

Recommendations provide specific suggestions that are unique to the case being reviewed

Provide justification as to why the recommendation was made

Clear and easy to understand

Congratulations on a job well done



Thank you for supporting, protecting and monitoring the
deprived court system

To explore any of these topics further, please reach out