

## Year Two Pinnacle Point 2 – Quarter 1

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| <b>Date Submitted:</b><br>October 16, 2013  | <b>Pinnacle Point Lead:</b><br>Deborah Smith, Child Welfare Division Director             |
| <b>Goal:</b><br>To create a system with clear delineation of roles, effective lines of communication, and accountability throughout the system. | <b>Applicable Performance Areas:</b><br>1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 |

| Initiative  | Initiative Lead  | Evidence of Completion | Target Date | Documentation of Needs |              |          |           | Quarterly Update   |
|---|------------------|------------------------|-------------|------------------------|--------------|----------|-----------|--|
|   |                  |                        |             | Technical Asst.        | KIDS Changes | Research | Workgroup |  |
| 1. Integrate of all child welfare staff into one division will be completed.  | Deborah Smith    | Provided in Year 1 Q1  | 1/1/13      |                        | X            |          | X         | Completed in Year 1 Q1   |
| 2. Clarify the roles of all child welfare staff, leadership, and administrative support with written job descriptions and revised performance evaluations.  | Deborah Smith    | Provided in Year 1 Q1  | 1/1/13      | OKDHS HRMD             |              |          |           | Completed in Year 1 Q1   |
| 3. Examine each program area to determine if decisions made at the centralized office level should be made at the local level for the purpose of empowering front-line staff. Throughout implementation of the Pinnacle Plan, OKDHS will meet at least annually with the Co-Neutrals to discuss the organizational structure's ability to support decentralization of decision making, streamlined processes, access to services, and improved outcomes for children. | Program Managers |                        | 1/1/13      |                        |              |          | X         | This initiative is ongoing. There is nothing new to report since last quarter. |
| 4. Examine the function and documentation of case consultation at the centralized office level to ensure program staff is accountable for case-specific recommendations when provided.  | Millie Carpenter |                        | 1/1/13      |                        |              |          | X         | This initiative is ongoing. There is nothing new to report since last quarter. |

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|  |                           |                        |             | Technical Asst.        | KIDS Changes | Research | Workgroup |                        |
| 5. Finalize a schedule for regular team meetings for the Child Welfare Division. These meetings will serve to monitor progress on Pinnacle Plan implementation, support staff in carrying out responsibilities, break down barriers, provide opportunities to share critical information such as policy updates, and ensure staff is focused on Pinnacle Plan goals. Meetings may occur bi-monthly, monthly or quarterly, and technology such as teleconferencing may be utilized when appropriate to reduce travel. | Deborah Smith             | Provided in Year 1 Q2  | 1/1/13      | Clarus Consulting      |              |          | X         | Completed in Year 1 Q2 |
| 6. Finalize and conduct an annual in-service training program for all levels of the division to ensure an understanding of the organizational structure, new roles and responsibilities of staff, and Pinnacle Plan implementation.  | Jami Ledoux and Deb Smith | Provided in Year 1 Q2  | 1/1/13      | University Of Oklahoma |              |          | X         | Completed in Year 1 Q2 |