

**ILLINOIS ADOPTION ADVISORY COUNCIL MEETING
JUNE 4, 2004 APPROVED MINUTES
BLOOMINGTON, ILLINOIS**

| Members Present | Members Absent | DCFS Staff | Guests |
|------------------------|-----------------------|-------------------|---------------------|
| Blakely, Donsetta | Ami, James | Byrd, Michael | Backstein, Cindy |
| Clark, Amy | Ami, Sharon | Clark, Kathleen | Foster, Sonja |
| Davis, Art | Blasingame, Felicia | Dorn, June | (For Terry Solomon) |
| Davis, Claudia | Chaytor, Diana | Gates, Ray | Wheelock, Kim |
| Davis, Ronald | Cooper, Pat | James, Vanessa | |
| Davis, Zee | Jackson, Tharecea | McGlothlin, Terry | |
| Debose, Mary | Jones-Green, Barbara | Owen, Brenda | |
| Dominguez, Diane | Lambert, Gigi | Pence, Judy | |
| Eyer, Gwenn | Scott, Joyce | Perkins, Jennifer | |
| Hall, Brian | Solomon, Terry | Slater, Peggy | |
| Hay, Tammy | Winn, Carol | Thompson, Nancy | |
| Howard, Jeanne | Woods-Lis, Melinda | | |
| Johnson, Vance | | | |
| Jones, James | | | |
| Loss, Susanne | | | |
| Matthews, Dave | | | |
| McCoy, Krista | | | |
| Panichi, Marilyn | | | |
| Richmond, Elizabeth | | | |
| Schulert, Gretchen | | | |
| Terry, Cleo | | | |
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WELCOME

Elizabeth Richmond welcomed Council members and guests to the meeting.

INTEGRATED ASSESSMENT – CAREGIVER INVOLVEMENT – BRENDA OWEN

Brenda Owen presented an overview of the Integrated Assessment Program and discussed the following:

Illinois must have a thorough and complete process identified for capturing of assessment data throughout the life of a case. The Illinois Model of Integrated Assessment is the umbrella term used to identify three phases in the assessment process that must occur.

- The first phase is the Initial Assessment prior to case opening, where the Child Protection Service Worker collects information related to immediate child safety and the ongoing potential of risk. This phase ends with the transitional visit.

- The second phase is the Integrated Assessment (IAP), where the role of the Clinical Screener and the Intake Coordinator are paramount. The assessment (in which the worker and Clinical Screener will engage) includes the interviewing of parents/guardians, stepparents, paramours, relevant adults in the home, children, and substitute caregivers within the first 45 days of the case. Illinois began by implementing the IAP with standard placement cases (clients with no current open case), but intends to expand to all placement cases in the future.
- The third, and final phase, of the Illinois Model is the Ongoing Integrated Assessment that continues to gather and analyze information. This phase incorporates decisions into the Integrated Assessment Report and Comprehensive Service Plan throughout the life of the case.

Brenda also talked about the roles and responsibilities of substitute caregivers who will work with the Intake Coordinator to set up the integrated assessment appointments. The substitute caregiver will also contact Healthworks Lead Agency to choose the child's primary care physician and will be an active participant in the IAP. If appropriate, the substitute caregiver will also attend and participate in the family meeting.

Brenda presented a chart detailing the integrated assessment activities on standard cases (day one through day fourteen) from DCP collection of initial health and education information through IAP and Comprehensive Family Service Plan submission to Juvenile Court and screener sending primary care physician summary to Intake Coordinator who then sends it to HealthWorks Lead Agency.

Ray Gates talked about his role as a Clinical Screener and the pilot process in Cook County. He discussed the role of the caseworker, the Clinical Screener, and the family as partners in the interviewing process. Ray mentioned that Illinois is the first state to move forward on this innovative child welfare process.

Council members discussed concerns related to privacy and disclosure issues – obstacles that might affect the integrated assessment process.

MATCHING FOR ADOPTIVE PLACEMENTS – JENNIE PERKINS

Jennie Perkins gave an overview of the Matching for Adoptive Placements (MAP) Unit:

In March 2000 the Unit was formed to work with agencies where children were not moving into permanency and to identify the barriers that these cases were facing. Referrals come from the court system, the guardian's office, Administrative Case Review, Wednesday's Child and the Adoption Information Center of Illinois. Progress has been slow due to many factors, including unclear definitions of barriers to permanency and staff reductions within the MAP Unit.

Council members discussed the process of how families were selected, the matching of child with family profiles, skill training for families, and the pool of homes waiting.

TRACKING/CONNECTING SIBS ENTERING THE SYSTEM – KAY CLARK

Kay Clark talked about Policy Guide 2000.16 regarding Case Assignment and Placement of Sibling Groups and Rule 301: Placement and Visitation Services. The Policy Guide addresses how sibling cases are assigned to purchase of service agencies and the requirements of agencies to place siblings together from the point of assignment. She clarified that children are placed on a rotational basis with agencies when they come into the system.

Council members discussed the process and problems of identifying siblings in the system, especially when siblings may not always come from the same region or have the same worker. Kay Clark described the “diligent search” tool that is used to match siblings. She also discussed how the MAP Unit and Integrated Assessment work to ensure a focused process of matching siblings. Council members suggested that the Integrated Assessment utilize CYCIS as an aid to identify siblings.

Elizabeth Richmond suggested the Council needed to talk with someone from Investigations to find out what policy and procedure is in respect to the process and to clarify that adoptive parents should be included in the language.

UPDATE ON SIBLING VISITATION RIGHTS INITIATIVE/MAY 15 YAB MEETING – MICHAEL BYRD

Michael said the Sibling’s Rights Resolution was adopted in both the House and Senate June 1. The goal is to move towards having dialogue on post adoption sibling contacts, post adoption, training around these issues, policy related issues, and clarifying definitions, i.e., “sibling”, “contact”, etc. He said Claudia Davis represented the Adoption Advisory Council (AAC) at the May 15 meeting. Geraldine Wilson and Andrea Miller represented the Statewide Foster Care Advisory Council. There is a conference call set up for Friday, June 11 at 9:00 p.m. to start the dialogue on the next steps and developing the Task Force.

COMMUNICATIONS/SHARING REPORTS WITH SWFCAC/YAB – MICHAEL BYRD

Michael reported that the Federal OIG office is considering how to implement all state councils, boards, and committees should be required to have ethics training.

He also reported that the Child Welfare Advisory Council (CWAC) is attempting to identify a member to fill the CWAC/Statewide Foster Care Advisory Council joint seat.

Michael said the Statewide Foster Care Advisory Council is involved with the Host Family Program, a pilot program to find host family homes for DCFS youth in college to support them as mentors, emergency and/or supportive contact, and provide residency during school breaks, as requested by the Statewide Youth Advisory Board.

MEETING SCHEDULE FOR FY05

Council members selected the following dates and locations for FY05.

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| August 6, 2004 | Springfield |
| October 1, 2004 | Chicago |
| December 3, 2004 | Bloomington |
| February 4, 2005 | Springfield |

April 1, 2005
June 3, 2005

Chicago
Bloomington

Membership

Elizabeth Richmond advised Council members whose terms expire June 30, 2004 to talk with her or James Jones if they wish to be recommended for appointment to a second term. She also advised that JoAnn Flaherty and Diana Hinshaw had resigned from the Council, and that Donsetta Blakely would be replacing Diana in her role as Chair of the Adoption Committee of IFAPA.

CENTER FOR ADOPTION STUDIES TRAINING – JEANNE HOWARD

Jeanne reported the following:

The Department has asked the Center for Adoption Studies to do training for mental health professionals around the state concerning the needs of adoptive families. The Center has done training in Mt. Vernon and Bloomington and has training scheduled for Aurora June 14 and Chicago June 15 and 16. Jeanne is recruiting families for this training and asked the Council members to sign up if they were interested in participating in this training and sharing their experiences with raising adopted children.

POST ADOPTION SERVICES – ELIZABETH RICHMOND

Elizabeth said there was a conference call regarding post adoption services. She will be sending Council members a list of the topics discussed (including need for adequate staffing) and will ask for their suggestions/ideas.

TRAINING FOR WORKERS ON NEW ADOPTION SUBSIDY FORMS – JUNE DORN

June Dorn said 24 dates are set in June for training staff on the new adoption subsidy forms. The implementation date for these forms is July 1, 2004. Council members discussed the policy comment-review period for these forms.

Donsetta Blakely thought the revisions to the adoption subsidy forms were to be re-routed for a second review. Donsetta also said she believed Dave Clarkin, from Mike Madigan's office, wrote to her that Randy Wells said the Director was going to have individual meetings instead of group meetings about revised adoption subsidy forms.

Cindy Backstein said the Director testified before the Appropriation Committee that he was going to bring advocates together and reconcile the differences. Cindy said the Director said he would meet with everybody. Cindy said there was to be a meeting with Statewide, AAC, IFAPA, the Bar Association and COAC, so everyone would know what changes were made. She said Dave Clarkin told Randy Wells that there were going to be individual meetings, rather than group meetings. June Dorn told AAC members that she would take these concerns back to the Director.

CRIMINAL BARS SUBCOMMITTEE UPDATE – JUNE DORN AND CLEO TERRY

June Dorn said the language recommendation changes to alter the waiver process were presented to SWFCAC, and the Council approved the wording. June planned to take the changes to Randy Wells to go to the legislative session in the fall. Mr. Wells, however, asked for additional data to

back up the proposed changes. June and Cleo Terry described some of the difficulties they experienced in getting clear and concise data from central office. Cleo said an FM radio station in Chicago had done a story on daycare homes that had a criminal history and also on licensed foster parents who had criminal backgrounds. Cleo expressed a concern that these public announcements will adversely affect the success of any language change to the waiver process.

UPDATE ON LEGACY PROJECT – PEGGY SLATER

Peggy Slater gave an update on the Legacy Report:

1. The Adoption Resource Development Screening at Juvenile Court is up and running. 26 workers attended in May, and they told us that the day was very helpful. This is a collaborative technical assistance effort for those children whose cases are held in Joint Screening due to lack of an adoptive resource.
2. June is the final month of Intensive Relative Search. Many good things happened for kids - who are visiting with brothers, sisters, grandparents and parents that they have not seen in many years. Some have met brothers, sisters and parents that they have never known. Reaction of the caseworkers and supervisors on the project is unanimously supportive. This project was implemented by caseworkers from the three DCFS Cook regions.
3. Train-the-Trainers will be held in Springfield by the Department on June 23 and 24 for the Legacy curriculum. Training is scheduled for dates over the summer at private agencies in northern, central and southern Illinois.

Peggy also distributed notes from the IAAC Legacy Recruitment Project conference call June 3, 2004.

PRIDE TRAINING UPDATE – JEAN MAHER

Jean said that it is anticipated that the PRIDE Program may have as much as a 33% cut in FY05, and this reduction may have an affect on the amount of training that will be offered throughout the state. She said everything is being done to keep pre-service training intact and to focus quality training on the most important training needs in the regions. She asked Council members to share their ideas about what to keep in the training program.

UPDATE ON FAMILY TO FAMILY PROJECT – ELIZABETH RICHMOND

Elizabeth reported that they have finished the DCFS Peoria County review:

She said of the 87 licensed homes in Peoria County, only 38 homes are active foster homes. A large number of homes only want to provide respite or a certain type of placement. The Family to Family Committee hopes to use Peoria as a model database that can track the kinds or number of children families want to foster. Elizabeth talked about foster home licensing policy that could be written or revised that could lighten the workload of licensing workers in regard to homes that do not currently have foster children.

REPORT FROM CHIEF OF OFFICE OF FOSTER PARENT SUPPORT SERVICES – RAY GATES

- FY05 Caregiver Conference Planning – Ray said the committee is looking at changing the caregiver conference for FY05 to focus on regional-based conferences/seminars that would be more cost efficient and more effective. More dollars could go toward training. Ray asked for feedback from Council members. He asked for two members to work with

the committee to plan these one-day conferences. Susanne Loss, Art and Zee Davis and Vance Johnson volunteered.

- Access to IAAC info on the website – Ray said the website has been updated to reflect current documents for the AAC. The Office of Foster Parent Support Services will keep track to ensure the website is up-to-date.
- NACAC Conference – Ray said that it was unlikely that anyone would be approved to attend the conference due to budget constraints this year. Elizabeth will let Ray know if any members would like to attend.

UPDATE ON RECRUITMENT NOTEBOOK FOR LONGEST WAITING CHILDREN – GWENN EYER AND MICHAEL BYRD

Michael reported that the group included Vance Johnson, Diana Hinshaw, Brian Hall, Gwenn Eyer, Tammy Hay, Elizabeth Richmond, Gwenn Eyer and himself. Michael presented notebooks on ALLAN from East St. Louis, DOMINIC from Sterling, CORNELIUS from Cook, and LEO from Cook. He routed the notebooks to Council members and talked about the recruitment forms and guidelines to find homes for these children. Vance took Dominic; Gwenn was given Allan, Bryan took Leo and Elizabeth took Cornelius.

MINUTES FROM APRIL 2, 2004 MEETING – CO-CHAIRS

Michael Byrd made a correction to page 6, second paragraph under Update on Legacy Project. A new title will be added to this paragraph to read: Illinois Adoption Council Wednesday's Child Recruitment Project. Brian Hall made a motion to accept the minutes as revised. Dave Matthews seconded the motion. All members voted in favor, and the minutes were approved as revised.

FEDERAL REVIEW – UPDATE ON PIP -- JAMES JONES

James Jones reported that there was no new, significant information on the Child and Family Services Review. He said the response report went to the Feds. The Feds should review the report and submit a report back to the Department. At that time, the committee will reconvene to submit a response/feedback. Jim stressed that we would respond to make sure that money is in next fiscal year's budget for adoptive parent training, and he explained how we would use the PIP to get the money we need to accomplish our goals.

ADOPT US KIDS MEDIA CHAMPAIGN – MARILYN PANICHI

Marilyn Panichi said the Ad Council will launch a national adoption recruitment campaign starting June 14, focusing on adopting children out of foster care. Public announcements will also be done in Spanish and some will focus on adopting teens. Themes are: "You don't have to be perfect to be a parent and you don't have to be a hero to be a parent." AICI was selected to be the Illinois response team. The Clinical, Service Intervention, Operations and Communication divisions have been involved.

ADJOURNMENT

The meeting adjourned at 3:00 p.m.