

TEXAS COUNCIL OF CHILD WELFARE BOARDS, INC.
EXECUTIVE COMMITTEE SUMMER PLANNING SESSION

HABITAT SUITES, AUSTIN, TX
MINUTES OF JULY 9 & 10, 2104

The Executive Committee of the Texas Council of Child Welfare Boards, Inc. was called to order by President Nancy Preston at 1:00 p.m. July 9, 2014. Members present were Nancy Preston, David Cory, David Williams, Anna Rigler, Joel Levine, Lynda Topp, Jeanette Elias, Jeanne Stamp, Sandy Hilliard, Patsy Baggett, with Shannon Ireland participating by telephone.

Minutes of the April 2-4, 2014 meeting were read and approved as corrected.

Treasurer's Report: David Williams presented the treasurer's report. All billings through June 2014 have been sent to the DFPS office. Pending reimbursement requests include:

- Council-\$131.55 May 2014
- Council-\$253.55 June 2014
- CAPTA-\$2,133.66 May 2014
- CAPTA-\$2,133.66 June 2014

Total Receivables = \$4,652.42 (Yet to be paid by State office)

Current Chase Bank Account Balance as of July 8, 2014

Total Cash Balance=\$42,817.90

- **CAPTA-\$4,424.06**
- **COUNCIL-\$5,000.00**
- **Discretionary Funds-\$18, 752.76**
- **License Plate-\$14,641.08 (FY13 \$10,819.49 & FY14 Q1 \$1721.45, FY14 Q2 \$2100,14**

Received payments)

Total Available to Council = \$47,470.32

Shannon Ireland has been paid through June 2014 on her part-time Executive Director's salary. All Council members have been paid to date for their submitted travel vouchers.

2014 Awards Ceremony-Total out-of-pocket expense for the 2013 Awards Ceremony was \$2,001.67. To date we have collected \$200.00 to deter the cost of the upcoming awards luncheon.)San Saba, Van Zandt, Wichita Falls, Montague Counties have each donated \$50.00.)

License Plate Account-The balance of \$14,641.08 in the license plate account is the total received from FY13 plus Q1 & Q2 Fy14. The Texas DMV states they should be releasing the actual county sales numbers for FY13 soon. David Cory and Shannon Ireland completed the final updates to the online board Local Assistance Survey and it will go live this week. The boards that participate and complete the online survey will be paid their portion of funding from the License Plate revenue in September.

Current Status of Contracts-to date we have a remaining balance of \$8,553.38 in our State Council Contract ending in August. Executive Board travel, normal monthly service fees, and office supplies will reduce the amount significantly. In addition, MS Ireland will be working with David Williams, the Resource Committee, and the Education Committee to purchase new TCCWB marketing and educational materials. Shannon has requested paperwork from the State Office to begin contract renewal. The CAPTA and Council Grants are on track to renew in September.

The Treasurer's report was accepted.

Further discussion was held on matters pertaining to funds and budget. Currently, George Johnson and David Williams are working to get old files uploaded to the new Quicken Books. Also, Mr. Johnson has been asked to help Mr. Williams prepare a budget for proposal. Mrs. Preston reported that Mr. Johnson has been offered a job in Florida, but will be available to continue to do books for TCCWB. A local accounting firm in Austin will do the audit. Mr. Williams suggested that an audit is needed for the license plate funds. In addition, Mr. Williams needs deposit slips and checks in order to conduct business as Treasurer. The Executive Committee determined that a budget is needed to fund the awards ceremony and luncheon. The cost of the meal this year will be \$19.00/plate. President Preston appointed a budget committee consisting of David Williams, Joel Levine, and Patsy Baggett. Mrs. Preston requested a budget proposal by the end of the summer planning session. Shannon Ireland proposed that we pay Willard Interactive \$2500.00 to begin a contract, paid out of Council funds.

PCAT conference-David Cory and Jeanne Stamp reported on the conference. The contract to present sessions at the next conference has been signed. Suggestions for presentations included Play It Safe, the Legislative session, and Child Welfare Board issues. \$700.00 was received from PCAT for Discretionary Funds. It was pointed out that in the MOU with PCAT, if an attendee checks that they are a member of a Child Welfare Board or the Texas Council of Child Welfare Boards, 20% refunded to TCCWB. The 2015 conference is in Los Colinas in February. The theme will be "Stop the Harm Before it Starts". Confirmed presenters are Angel P. Giardino and Christopher Greely. By participating in the PCAT conference, TWCCB fulfills their contract requirement to present at a conference.

Play It Safe Program-David Cory reported the June 11, 2014 meeting with Laura Hilgart President/CEO of the Women's Center of Tarrant County, and Deborah Caddy, Program Director. Following a discussion of the Play It Safe program, and the TCCWB's structure and purpose, five goals of mutual interest of both the Women's Center and TCCWB were formulated:

1. Instill child abuse prevention programming across Texas.
2. Increase knowledge of prevention programs that work.
3. Sustain and increase funding for the Women's Center programming.
4. Develop the TWCCB's organizational capacity to facilitate local prevention programming.
5. Secure funding for research.

Mr. Cory showed the executive committee a video presentation with clips of each grade level, each having a separate, appropriate grade level curriculum, along with a text script. Training is required and will be provided for those who would be presenting the program in schools. Cost of the program has meal

Also proposed was allowing boards that purchase the program to enter into a research component as a partner with the UTA School of Social Work. The Women's Center would consider a discount price to those boards who participate in the research component. Mr. Cory proposed the following questions to the Council: Is this a program that TWCCB could support, and if so, what concerns are there? Is the program one that the Council would want to put on the website, promote, and endorse? Does the Council need to get input from DFPS prior to proceeding with the project? What are possible sources of funding, and are results measurable? Finally, in order for the program to be effective, it must be placed into schools, must be differentiated from sex education, and must be non-offensive.

Positive feedback was received from members of the executive council. Following discussion, a motion was made.

Motion-David Williams moved, and it was seconded to accept David Cory's report on the Play It Safe Program, adopt the five goals stated in the report, and to authorize Mr. Cory to represent TCCWB and proceed with negotiations to foster a potential partnership with The Women's Center of Tarrant County to place the Play It Safe child abuse prevention curriculum in schools, and to participate in a research opportunity. The motion carried.

Prior to the break, Mrs. Preston reminded the committee that TWCCB is a certified Amazon Smile partner. This means that when purchasing on Amazon, one can click on the Amazon smile and choose TWCCB as a charity, and proceeds will go to TCCWB. MS Ireland reminded the committee that it may need to adopt a set amount for mileage reimbursement and travel reimbursements. Following discussion regarding reimbursements, a motion was made.

Motion-Sandy Hilliard moved, and it was seconded to have travel reimbursement set at the state rate beginning September 1, 2014 for the coming year. Mileage will be reimbursed at \$.56/mile, meals at \$30.00/day, and hotel up to \$120.00/night. The motion carried.

Committee Reports: Education-Jeanne Stamp reported that at some point the Education committee will have to address issues concerning the immigrant children coming across the border, including school, clothing, housing, etc. Currently, DFPS has not been called in, nor is TWCCB involved. At this time this is a Federal issue and Federal agencies such as the Office of Refugee Resettlement, among others, are involved. Resource Development-David Williams reported that Vicki Maline is continuing to work on getting tray liner placemats in the fast food restaurants, hopefully by November for National Adoption month. If that is successful, plans are to place them again in April for Child Abuse Prevention Month.

Revisit of Strategic Plan-David Cory reviewed program made toward goals of the Strategic Plan for 2013-2018. Jeanne Stamp suggested that the committee look at the plan, and who was responsible for each goal.

Discussion-Mr. Cory suggested that TWCCB could become an archive for Regional and Local child welfare boards. By-laws, manual, and other materials could be archived electronically. Attendance to Texas Council meetings from regions was discussed, and suggestions presented as to how to improve attendance at the state meetings. Mrs. Preston introduced the idea of negotiating with the State Office to reinstate the January meeting, as opposed to a phone conference. She also suggested that training materials be available online-either on the website or in Dropbox.

Meeting was adjourned at 5:00 p.m.

Thursday, July 10, 2014

President Preston called the meeting to order at 8:40 a.m. She welcomed Valinda Bolton from the State CPS office. Nancy Preston, David Cory, David Williams, Anna Rigler, Joel Levine, Janet Stansbury, Linda Topp, Jeanette Elias, Jeanne Stamp, Patsy Baggett, and Sandy Hilliard.

Report from CPS-Valinda Bolton, new Community Affairs Liaison for CPS, presented the CPS update. Lisa Black is the new Assistant Commissioner, and will be in attendance at the September meeting. Mrs. Bolton reported on the Sunset Review that is now out, as well as the independent Stephens Group report. According to the report, CPS currently comprises 80% of the budget, while staff of HHS and 4 other agencies comprise the remaining 20%. An overriding goal coming from the report is to implement recommendations raising the amount of time spent with families. Other goals include improving communications with stakeholders and the public, and focusing on the transformations going on within the department. Other important issues include recruitment and retention of personnel, communication, safety, reinstating a mentoring program, and improving working conditions and working environment for staff. A Q & A time followed. MS Ireland asked about the immigrant children and if they will draw on state resources. Mrs. Bolton responded that DFPS has no jurisdiction at this time, as it is a Federal issue. Mrs. Preston asked about the possibility of funding for the Play it Safe program and TWCCB as a vehicle for providing the program to schools. Joel Levine asked about Foster Care Redesign and if it was expected to roll out to the next two regions. Mrs. Bolton said she was not aware of any change in plans regarding the roll out of the redesign.

Requests were presented from the committee to Mrs. Bolton. Speakers and topics of interest, as well as reports from the agency would be welcome at TWCCB meetings. A list of government employees such as CIS's, DFPS, CPS officials, etc. who could be liaisons would be useful. An increase in travel funds, including money for CIS's to attend TWCCB meetings would be helpful. Mrs. Preston also asked if a speaker could be arranged for the awards luncheon in September. Finally, Mrs. Preston asked Mrs. Bolton if there was any agenda that DFPS would like TWCCB, Regional, and County boards to address in advocating for children and families.

Website-Shannon Ireland will begin working with the representative from Willard Interactive the first of August on the website. She gave a report on what she has been working on to this point. Any suggestions should be sent to the website committee consisting of Shannon, David Williams, and David Cory.

Awards-Discussion was held regarding the nominees for Male Outstanding Youth of the Year, Female Outstanding Youth of the Year, Foster Parent of the Year, Top Hand Award, and Lucille Rocks Volunteer of the Year. Voting will be conducted online.

Budget Proposal-David Williams present the budget proposal from the budget committee. The following items were presented to be covered in the Discretionary Funds:

- Awards Event \$3,000.00
- Promotional Items for Capitol Day \$500.00
- Website Development \$5,000.00
- TCCWB Audit \$1,500.00
- Bookkeeping Service \$3,300.00

Total \$13,300.00

The budget was approved.

The following motions were made:

- Linda Topp moved, and it was seconded to approve Shannon Ireland, David Williams, David Cory, and Jeanne Stamp to be TWCCB liaisons at any function where the Council will be represented. Motion carried.
- Anna Rigler moved, and it was seconded to allow the Executive Director and TWCCB President to execute the CAPTA and Council contracts. Motion carried.

Wrap up of Session-Ideas for Advocacy Day were discussed and suggestions made to begin preparations for Capitol Day. Dates were set for the September Meeting as follows:

- September 10, 2014, 1:00 p.m. Executive Committee
- September 11, 2014, 9:00 a.m.-5:00 p.m. Full Board
- September 12, 2014, 9:00 a.m.-11:00 a.m. Committee Meetings
- September 12, 2014, 12:00 noon Awards Luncheon and Ceremony

There being no further business, the meeting was adjourned at 1:00 p.m. by President Preston.

Respectfully Submitted,

Anna Rigler, TWCCB Secretary