



Children's Justice Project

A PROJECT OF THE WYOMING SUPREME COURT

CJP Advisory Council Meeting

Meeting Date/Time: Friday, October 25, 2013, 10:00 am – 1:00 pm

In attendance were: Honorable William U. Hill, Joann Odendahl, Eydie Trautwein, Dan Wilde, Jill Kucera, Michelle Heinen, Sheryl Bunting (on phone), Mary Throne, Ryan Roden, Debra Hibbard, Carol Tullio, Laura Steele (on phone), Hon. Nena James (on phone), Hon. Steve Cranfill (on phone), Senator Floyd Esquibel, Kristie Langley and Stacey Obrecht.

The agenda discussions were as follows:

Agenda Item: <i>Leader</i>	Discussion Synopsis	Decisions Reached/ Action Items
Call to Order <i>Justice Hill</i>	<ul style="list-style-type: none">Review of Minutes from June 6, 2013. Motion to approve (Jill Kucera), seconded (Ryan Roden).Introduction of Eydie Trautwein, JD, new CJP Coordinator.	<ul style="list-style-type: none">Minutes approved – all in favor, no opposed.
Appointment of New Members <i>Eydie Trautwein</i>	<ul style="list-style-type: none">Removed members of Council: Stacey Obrecht, Betsy Putnam, Brendan McKinney, and Nancy Pedro.Appointments and Reappointments: Dan Wilde, Carol Tullio, Hon. John G. Fenn, Hon. Nena R. James, Senator Floyd Esquibel, Representative Mary Throne, Jill Kucera, Joann Odendahl, Michelle Heinen, Laura Steele. New members were introduced.New Advisory Council list was distributed and posted on CJP website.	
Grant Activity Update	<ul style="list-style-type: none">Strategic Plan Report was submitted in August 2013 by Joann Odendahl and was accepted by the federal partners. Purpose was to show the federal	

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Eydie Trautwein	<p>partners that the project is on track in meeting the goals.</p> <ul style="list-style-type: none"> Assessment report is due in December 2013, including baseline data for CQI. End of the year financial report is due in December 2013 as well. Budget and funding update through end of September on the grants. Unused grant funding is approximately \$42,000 on Basic Grant, \$63,000 on Data Grant, and \$40,000 on Training Grant. New grant award for next federal fiscal year: Basic Grant funding is approximately \$127,000, Data Grant is \$125,000, and Training Grant is \$125,000. These totals include the base grant amount plus required match. Current contracts in place: 1) Development of GAL Handbook (Public Knowledge), 2) Statewide Annual Conference (Public Knowledge), and 3) CASA grants (contracts with five CASA Programs to allocate data money to purchase data systems – Laramie County, Big Horn County, Fifth Judicial, Sixth Judicial, and Natrona County). CASA programs are required to submit end of the year reports and match documentation by November 15, 2013 and these reports will be available by the next Council Meeting. Discussion on potential grant funding from Data Grant to go towards GAL Program Database. This data would help CJP report data to federal partners for CQI. If there are funds available in the next federal fiscal year, there was discussion of using funds for the project. Projected cost for GAL Program Database is \$192,000. Program may need more to finish the database, but won't know until next spring. Tabled discussion and vote for next Spring. Group discussed why the continued funding of the Court Coordinator position in Sweetwater County can't be continued, replicated in other counties, or provide CJP statewide data. 	
CJP Rules Eydie Trautwein	<ul style="list-style-type: none"> CJP Rules were put in place a couple of years ago and set to expire in June, 2014. A few things in the Rules don't encapsulate the new federal 	<ul style="list-style-type: none"> Motion approved to update and extend CJP Rules - all in favor, none opposed. Eydie

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	<p>requirements. Need to extend and potentially update the Rules. Will occur after December.</p> <ul style="list-style-type: none"> • Motion to Proceed with an update and extension of the Rules (Rep. Throne), seconded (Jill Kucera). 	<p>will draft and circulate to members for review.</p>
<p>Parent Legal Representation /Pattern Jury Instructions <i>Jill Kucera</i></p>	<ul style="list-style-type: none"> • Parent Legal Representation Committee Update. Judges Breakfast at Bar Convention topic was Parent Representation Handbook, Dona Playton presented to the Judges. The Handbook has gone out around the state to various entities. It's a guidebook, not mandatory or rules. They had a meeting set in September and did not have enough members to have the meeting. Anne is rescheduling the next meeting for this Committee. Some topics for this meeting aren't appropriate and should be sent to the Training Committee. • Discussion regarding appointment of counsel rule not approved by juvenile court rules committee. Committee did not see need. Discussion of whether to request rule again. Issue was sent to the whole Council to discuss for strategic planning. Probably can't move forward and need to remove this as a goal. • Draft copy of Wyoming Article on parent representation will likely be in November Wyoming Lawyer. Written by Anne Reiniger and Cindi Wood. • Pattern Jury Instruction Subcommittee Update. Moving towards finalizing proposed jury instruction for Delinquency, Abuse/Neglect, and TPR proceedings. Nicole Kreiger and Jill Kucera are co-chairs of this committee. They will then be presented to the jury instruction committee as a whole. Judge James will review this before they go to the full committee as well. 	<ul style="list-style-type: none"> • Parent Legal Representation Committee should address BlogTalk Radio Training and Wyoming Lawyer article on the handbook at next meeting. As well as the role of the Committee and next steps and action items (from strategic plan that arose from ABA Study). • Need to remove goal from strategic plan to have parent attorneys provisionally appointed at Shelter Care Hearing.
<p>GAL Handbook and Training Modules <i>Dan Wilde /Stacey Obrecht</i></p>	<ul style="list-style-type: none"> • Update on GAL Handbook and Training Modules. Contract process was delayed, but we are now writing portions of the Handbook. Handbook finalized in March 2014, not December 2013 (approved change in timeline). • Handbook is a condensed version of guidelines for the GALs that covers all the details of their work. 	<ul style="list-style-type: none"> • Motion approved for \$80,000 towards GAL Handbook and Training module project in either this or next fiscal year (modification of vote from June 2013 meeting) - all in favor, none opposed.

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	<p>The online training modules will then be high-quality video and internet access to this information to train new GALs and current GALs. These videos will include quizzes and show improvements in GAL knowledge and skills (evaluation process).</p> <ul style="list-style-type: none"> • Handbook will cost approximately \$80,000, and training modules approximately \$110,000. CJP will own the copyrights to the Handbook so it will be easy and cheap to update the Handbook as we move forward and the content can be leveraged for other stakeholders' handbooks and training. • Tasks 1 and 2 of the contract are completed and we are working on Task 3 (Development of the Handbook). Discussion of structure and process for developing the GAL Handbook. • Training module contract will be with Align and Linden. Has not been executed yet. • Approval of \$40,000 this year and \$40,000 next year discussed. Notice that we won't be able to liquidate these full funds in this fiscal year. Vote taken to approve using total of \$80,00 from either fiscal year depending on costs. Motion to approve (Dan Wilde), seconded (Rep. Throne). 	
<p>Education Committee <i>Eydie Trautwein</i></p>	<ul style="list-style-type: none"> • Discussion of reviving this committee. • Judge Cranfill and Judge Fenn went to the conference on education and child welfare previously. Due to weather DOE and DFS did not attend. Plan was to schedule a meeting in Cheyenne and nothing has been done since. No committee meetings have been held. Judge Cranfill thought there was value in determining if there is an issue before trying to reconvene that education committee, and table the issue and committee for now until this can be determined. • Rep. Throne discussed Laramie County No. 1 has done a lot of research on effects on children who move schools. Important to provide stability. Michelle Heinan said she is working with WIND to address these transitions and they do have DOE 	<ul style="list-style-type: none"> • Eydie or small committee should determine what these issues are before reconvening this committee, and discuss as a potential goal in 2014 (Spring).

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	<p>representation on the Community of Practice work. Dan Wilde mentioned the Spring would be a good time for the new DOE staff as well. Jill Kucera said the education topic came out of the Fostering Connections Act from 2008 and the education requirements for DFS. This information and data should be used when this committee is revived.</p>	
<p>Data Committee <i>Eydie Trautwein</i></p>	<ul style="list-style-type: none">• Discussion of reviving this committee. This is a need now due to grant and CQI requirements. Need some guidance from Council on what that committee should focus on.• Committee was formed but didn't have frequent meetings (was going to look at the WY USER system and attend a roll-out but was not done). Focus on data roundtable committee with DFS and CJP that has come to an end. Purpose of Data Committee was broad and focused on grant data requirements. Data Roundtable was focused on identifying cross over population and re-entry population.• Need to do a manual audit to get this data in the December federal report. Eydie created a proposed audit plan. She will send to committee members and set a meeting in a couple of weeks.• Dan Wilde suggested that Council be informed on the data that WY USER collects and what it is. Valuable to have members of Council learn more about WY USER. Eydie has previewed this system and believes it will be very helpful. All but Cheyenne and Casper have migrated onto the system. Cheyenne and Casper will migrate in September. Web-based database. Orders and pleadings are being scanned in in some communities. Correlated cases can be linked eventually (TPR, guardianship, adoption, etc.). Training is being rolled out now. Potential for canned reports to support CJP data reporting in the future. Joann Odendahl mentioned that the data we get out of the system is only as good as what is going in, so we need to train the clerks of courts on how and what to enter, and how to get accurate data entered. This can be a struggle with the orders received, but we can train to improve this.	<ul style="list-style-type: none">• First focus for this committee should be to identify baseline data for December federal report: 1) time to first permanency hearing, 2) time to all subsequent permanency hearings, 3) time to TPR petition, and 4) and time to TPR.• Members of this committee are Dan Wilde, Jill Kucera, Carol Tullio, Debra Hibbard, Clint Hanes, and Eydie Trautwein.• Eydie will send proposed plan and schedule first meeting in a couple of weeks. She will also circulate the data roundtable report on re-entry for review.

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	<p>Laura Steele said Uinta County was a pilot court and has been using for 14 months.</p> <ul style="list-style-type: none">• Discussion of final report from data roundtable committee work. Recent report so we don't know yet how this will be used or distributed. Eydie mentioned we need to strengthen the data committee to meet the federal requirements.• CASA Grants and contracts mentioned earlier.	
<p>Training Committee <i>Eydie Trautwein /Dan Wilde /Stacey Obrecht</i></p>	<ul style="list-style-type: none">• Dan Wilde thanked the Legislature for decision to not cut the training funds. Were not able to have a large CJP Conference in June 2013, but had smaller regional trainings. Regional Trainings were held in Gillette and Riverton on September 25-26, 2013. 50 attendees in Riverton, 37 in Gillette. Diane Baird and Gerald Glynn talked about case studies and factual stories to highlight why following the law is important (not just what the mandates and laws are). Dan emphasized how important the why part of this training is. Feedback was positive.• Statewide annual conference to be held in June 2014 (based on Council vote in June 2013). Committee meeting to be held in November to do action planning for the conference. DFS (at least \$10,000) and GAL Program (training dollars available) will be contributing funds to the conference. Plan to scale back and cap at 250. Director Corsi wants the conference to be held in Rock Springs due to location (Judge James said there are many new hotels) and cost for event (as they are trying to get conferences there); or Casper or Riverton. Justice Hill suggested Casper. Committee will look at past budgets to determine this new budget, with revised attendance cap and new plans. Justice Hill mentioned it was critically important to get the conference back.• Miscellaneous training for training committee to address: IV-E, PRTFs, ICWA Court Orders.• Attorney scholarships – two in last year. John Chambers attended the Parents Attorney Conference in DC in July. Aaron Hockman attended the NACC Conference in Georgia in August. Next	<ul style="list-style-type: none">• Conference Committee Members: Sheryl Bunting, Dan Wilde, Clint Hanes, Kristie Langley, Jill Kucera, Michelle Heinan, and Eydie Trautwein. Eydie will find a health representative.• Stacey to schedule conference committee meeting in November. Should make recommendation for details, action items, and budget and circulate to Council as a whole for vote.

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	<p>year we can market this more to award more of these scholarships.</p> <ul style="list-style-type: none">• Paid for 15 Wyoming Judges membership to NCFJCJ.• BlogTalk Radio – had one in September. Had 110 people preview the blog, many people also reviewed the archived version of the training. In November (the 21st) will be Jill Kucera for a Wyoming Case Law Update. December will be Margaret Burt to talk about Incarcerated Parents. January is potentially on Permanency Rountables (planned with DFS). If you have ideas for 2014, let Eydie know.	
Miscellaneous <i>Eydie Trautwein</i>	<ul style="list-style-type: none">• Any potential legislation that CJP can help with or support for upcoming session? Nothing yet on specific bills. Potentially budget issues or early childhood issues. If you have any bills that come up, let Sen. Esquibel or Rep. Throne know.• Eydie mentioned potential changes to the CHINS statute. Discussion of Supreme Court Case that relate to this potential changes.	
2014 Meetings <i>Eydie Trautwein</i>	<ul style="list-style-type: none">• January 31, 2014 (10:00 – 1:00 pm)• March 28, 2014 (10:00 – 1:00 pm)• June meeting to be scheduled with the Conference.• September meeting to be scheduled for the last Friday of the month.	<ul style="list-style-type: none">• Eydie to send out dates of meetings in June and September.
Adjournment	<ul style="list-style-type: none">• Meeting adjourned by Justice Hill at 12:00 pm.	