

**Missouri State Foster Care & Adoption Board  
Governor's Office Building, Room #315  
Jefferson City, Missouri 65103**

**December 3, 2019**

**MINUTES**

**Introductions/Meeting Information - Dana Lopez**

**Board Members in attendance:** Dr. Steven Archer, Kristina Branch, Jennifer Foster, Dana Lopez, Melanie McDole

**CD:** David Kurt, Vickie Stoneberger, Sheila Tannehill, Elizabeth Tattershall, Amy Martin, Sherry Moller, Cindy Burks, Christy Collins, Lori Masek

**Guests:** Bob Larimer, Tobey Wilkerson, Rachel Ward, Kathy Haddock, Brie Wagner, Jessica Pabst, Rhonda Brown, Heidi Stickler, Bobbi Jo Garber

**Board Business**

Board Vacancies: Southwest region; Bob Larimore has submitted paperwork to boards and commissions. Vacancies still in the Southeast and St. Louis County regions.

**September 3, 2019 Minutes Approval**

Melonie McDole motion to approve, Linda Hossman second.

Elizabeth reminded the group that all meeting minutes are available on the Children's Divisions website.

Link: <https://dss.mo.gov/cd/foster-care/foster-care-adoption-board/index.htm>

**Updates from the Director's Desk - David Kurt**

Children's Division is receiving technical assistance from Casey Foundation teams with the court and resolving permanency issues. There have been state-wide Juvenile Office and Circuit Manager meetings to enhance communication.

Staff retention efforts include adding degrees beyond social work, counseling, etc. Also, piloting the Staying Power interview process; candidates watch a video prior to interview; given a mock case, police report, etc. to see how candidate is assessing the situation and actually writing an assessment. The interview takes about 4 hours. Posting job openings on Indeed, Face Book and LinkedIn.

**Child Care Program Update, Cindy Burks, State Child Care Administrator**

Cindy reports that there were major changes to the child care program in 2014. Missouri is working on compliance. She provided an update regarding rate changed for Federal Fiscal Years 18 & 19. They are working on incentives for child care providers to take subsidy children. She encouraged any suggestions for incentive ideas. One issue that her team is working on is staff training. The problem is the child care provider has to pay their staff at the same time the staff are taking the training, plus they have to pay for the training. Her team's response is to offer free training on-line and on demand. In addition, the child care provide must meet four (40) competencies. Her team offers 18 hours of training plus on-site mentoring at no cost.

Cindy reports that a child care provider cannot charge the difference between the private rate and what Children's Division pays. April 1, 2020 a new contract will be implemented for Licensed and contracted child care providers. For Adoption subsidy, a new word has been added to the contract; "may" charge the difference between private pay and what Children's Division pays.

Cindy reports that a new unit is being created at Children's Division's Central office that will provide authorization for foster youth and adoption subsidy youth. She hopes it to be up and running by March 2020.

Cindy confirmed that if an individual who runs a child care facility becomes a resource parent, they cannot receive child care payment for children they are providing foster care services. Just like they can't receive child care payment for their own children. If they send their foster youth to another child care facility, care payments for the foster child may be made.

Cindy also stated that the child care providers are paid up to 5 absences a month for the foster youth.

Beginning January 1, 2020 the electronic time and attendance process will go live. Her unit provided over 100 meetings across the state. Cindy and her staff will go do on site trainings when requested. A pilot using the electronic time and attendance tablets was completed, but no school district volunteered for the pilot.

If there are questions or programs regarding child care they may be submitted to [Ask.CSPS@dss.mo.gov](mailto:Ask.CSPS@dss.mo.gov)

Cindy may be contacted at [Cindy.Burks@dss.mo.gov](mailto:Cindy.Burks@dss.mo.gov)

### **Managed Care, Care Management- Bobbi Jo Garber, MO HealthNet Managed Care Director**

Bobbi Jo presented to let the board know about the project and the training packages. Bobbi Jo provided draft brochures a workgroup created for older foster youth and resource parents. The brochures are intended to help the resource parent understand the program. She requested feedback.

When FACES indicates an entry of a child into foster care, the child is enrolled into a managed care provider. There are three (3) Managed care organizations; Missouri Care, Home State Health and United Health Care. All three managed care organizations are available for the entire state; they are not regionally restrictive.

A care manager is assigned to each foster youth who has special needs or requires critical care. The care manager provides information for what physician to go to for the 24 hour appointment. The care manager helps the resource parent navigate the system. The manager is a health care partner, not necessarily the payer for the health/behavior care, service, equipment, etc. The care manager refers services, monitors, provides transportation, attends Family Support Team Meetings, helps with discharges, etc.

Bobbie Jo will bring the training packages to the next board meeting for review. The board may let Bobbi Jo Garber know about specific issues and any questions [Bobbi.J.Garber@dss.mo.gov](mailto:Bobbi.J.Garber@dss.mo.gov)

\*\*\*WORKING LUNCH\*\*\*

### **Memorandum Updates - Elizabeth Tattershall, Program Development Specialist**

The following memos were discussed:

**CD19-58:** Safe Sleep Flyer, CD-278

**CD19-60:** Resources for Parents related to Adoption/ Guardianship/TPR

**CD19-65:** Psychotropic Medication Management Training Requirement, Memo CD19-50

Jennifer Foster stated that the training states the Center of Excellence provides final decision, however that is incorrect. The Center of Excellence provides recommendation, not final decision.

The board requested that currently licensed resource parents receive in-service training credit for completing the required the Psychotropic Medication Management pre-service training.

### **Expedited Reimbursements – Sheila Tannehill, Deputy Director**

A work group was developed in early November in response to concerns reported by Representative Hannah Kelly to address barriers to speedy reimbursement to resource parents for respite, clothing and transportation. Respite is the first area addressed. Copies of the draft revisions of the forms used were provided and discussed; invoice, child information, evaluation. Elizabeth Tattershall requested comments and suggestions to be submitted by 12/9 which is prior to the next meeting of the group 12/10. Sheila also reports Children's Division has requested of this group to increasing the payrolls. There are currently 4 days a month that payroll is run. She would like that doubled.

The group is also championing a method to be developed for resource parents to submit their invoices for reimbursement electronically. There will be more to share about this in coming weeks. A suggestion from the board is that there be a reply to the submission of the invoice to notify the submitter that the payment request is received. The workgroup has not worked on the clothing and transportation reimbursement areas. Future revisions for transportation and clothing will be provided for the boards review and comment.

**Pre-Service Training Pilot Update- Amy Martin Program Manager**

There will be two pre-service training pilots in 2020. STRONG, began this fall in the Southeast and Southwest Regions. The STRONG (Supportive, Team Relationships, for Ongoing Nurturing and Growth of Children and Families) curriculum is 15 hours of classroom with an orientation and some Internet training based on the STARS competencies and infused with Children’s Division’s practice model and Trauma. There have been two trainings so far. The other pilot will begin in March 2020 in Jackson County and the circuits in the Northwest under the Cornerstones recruitment and retention contract. It is NTDC, National Training Data Curriculum. It is 27 ½ hours of training both in class and some Internet training. There rest of the state, Northeast and St. Louis will still be doing STARS.

**2020 US Census – Dana Lopez**

Dana reminded the board to encourage all resource parents to complete the 2020 US Census. Especially the relative providers need to be encouraged to report. The Census is

**Open Forum - Members/Guests**

Jennifer Foster – Inquired if there have been changes to the grievance form CD-131. There has not. Jennifer also states that she would like to see policy, regulation, qualifications and a grievance process for Parent Aide services. Sheila Tannehill reports the information regarding Parent Aid services is contained in the contract.

Dana Lopez – Inquired if an older youth needs a copy of their birth certificate do they have to pay. No they do not. She also wants policy, regulations, qualifications and a grievance process regarding parent aid services.

Meeting adjourned by Dana Lopez.

**Next meeting date:** March 3, 2019, Governor’s Office Building, room 315

**2020 Meeting Dates**

- March 3, 2020
- June 2, 2020
- September 1, 2020
- December 1, 2020

**Location**

Governor’s Office Building, #315  
200 Madison Street  
Jefferson City, MO 65103