

**IV. PIP Matrix**

Mississippi  
Eighth Quarter PIP Submission

**Childrens' Bureau Response May 31, 2013**

State:	Mississippi
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**Part A: Strategy Measurement Plan and Quarterly Status Report**

<p><b>I. Primary Strategy: Strengthen Safety Assurance and Risk Management in first seven Practice Model implementation regions of the state.</b></p>			<p><b>Applicable CFSR Outcomes or Systemic Factors:</b> S1, S2</p>		
<p><b>A. Goal: Implement the Safety Assurance and Risk Management component of the Practice Model in the first seven Practice Model implementation regions of the state. These regions are I-S, II-W, V-W, IV-N, IV-S, I-N, and III-S.</b></p>			<p><b>Applicable CFSR Items:</b> 1,3,4</p>		
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update
<p>1. Develop and implement new safety and risk assessment form</p>	<p>C. Gremillion, DFCS Policy Director</p>	<p>Safety and Risk Assessment Form and Instructions</p>	<p>First</p>	<p>First</p>	<p><b>A new safety and risk management assessment form was developed and implemented in PM Regions I-S and II-W. CB concurs with the completion of this action step in Quarter 1.</b></p>

<p>2. Train staff and supervisors in first seven Practice Model implementation regions as they roll out regarding Practice Model component of Safety Assurance and Risk Management.</p>					
<p>2.a. Regions I-S and II-W</p>	<p>Field Operations, Child Welfare Professional Development</p>	<p>Training Schedule, Agenda, Table of Contents</p>	<p>First</p>	<p>First</p>	<p>All supervisors in Regions I-South and II-West have received coaching from CSF coaches, and the Regional Practice Coach has worked one on one with direct service workers. Learning labs for staff and supervisors have also been provided. <b>CB concurs with the completion of this action step in Quarter 1.</b></p>
<p>2.b. Regions V-W and IV-N</p>	<p>Ramona Lockett <del>Field Operations, Child Welfare Professional Development</del></p>	<p>Training Schedule, Agenda, Table of Contents</p>	<p>Fourth</p>	<p>Fourth/Fifth</p>	<p>All staff in Regions V-W and IV-N have been trained on the Practice model component of Safety Assurance and Risk Management. The curriculum did not contain a table of contents or an agenda so the entire Practice Model Curriculum has already been submitted in a previous quarter and can be used as supporting documentation. Practice Model Training sign in sheets have been submitted as evidence of completion of the 4 day training required to cover all six components of the Practice Model. The Practice Model Component of Safety Assurance and Risk Management is the 3rd component. <b>CB: An e-mail with the EOC states the training for VW will not occur until January 2012. A training sign-in sheet for VW is for August 2011. When did this training occur for VW case managers and supervisors?</b> The email had a typographical error stating "Dionna Evans in V-W...training in January 2012." Dionna Evans is the RD in V-E. R-V-W held training on August 12, 2011. <b>CB Concurs with the completion of this action step in Quarter 4.</b></p>
<p>2.c. Regions I-N and IV-S</p>	<p>Ramona Lockett <del>Field Operations, Child Welfare Professional Development</del></p>	<p>Training Schedule, Agenda, Table of Contents</p>	<p>Sixth</p>	<p>Sixth</p>	<p>Staff in Region I-N received the initial Practice Model Training which included the component of Safety Assurance and Risk Management. The training took place June 14, 15, 20, 21, 22, 23, 29 and 30, 2011, July 6, 7, 18, 19, 2011; August 1 and 2, 2011; September 21-22, 2011; and also October 12-13, 26, 2011. The Practice Model Training was provided in IV-South on August 9-12, 23-26, 2011. Copies of Practice Model training sign in sheets have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step in Quarter 6.</b></p>

2.d. Region III-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional</del> <del>Development</del>	Training Schedule, Agenda, Table of Contents	Eighth	Eighth	<b>Training has occurred for the Safety and Risk Assessment Form in Region III-South. The Practice Model Curriculum includes six components that were trained over several days. One of the components is the Safety Assurance and Risk Management, which is the 3rd component of the Practice Model and is trained on the second day of training. The Practice Model Training was provided in III-South on August 1-4, 2011 for the Regional Director and ASWSs. All other staff was trained on August 15-18, 2011 and September 12-16, 2011. <b>CB concurs with the completion of this action step in Quarter 8.</b> Copies of Practice Model training sign in sheets have been submitted as supporting documents for these strategies.</b>
3. Provide practice guides to staff in first seven implementing regions regarding Practice Model Component of Safety Assurance and Risk Management, including face-to-face initiation guidelines.					
3.a. Regions I-S and II-W	Practice Coach for Regions I-S and II-W	Completed practice guides and instructions	First	First	<b>Practice guides have been provided to staff in Region I-S and Region II-W. Updated copies are provided to staff as changes are made to the practice guide. These guides are used during coaching to encourage workers to refer to the guides for direction. <b>CB concurs with the completion of this action step in Quarter 1.</b></b>
3.b. Regions V-W and IV-N	Practice Coach for Regions V-W and IV-N	Completed practice guides and instructions	Fourth	Fourth	<b>Five Practice guides were recently updated and provided by CSF to DFCS in May 2011. One of these five practice guides included one-on-one Assuring Safety and Managing Risks. Region V-W and Region IV-N. have been trained on all five practice guides. These guides are used during coaching to encourage workers to refer to the guides for direction. Sign in sheets and revised practice guides have been submitted as supporting documents. <b>CB concurs with the completion of this action step in Quarter 4.</b></b>

3.c. Regions I-N and IV-S	Practice Coach for Regions I-N and IV-S	Completed practice guides and instructions	Sixth	Sixth	<p><b>In I-North, the Regional ASWS provided and reviewed the updated Practice Guides to all ASWSs and county staff during county staff meetings which were held from September-October 2011. Sign-in sheets are provided as EOC. In IV-South, practice guides were distributed and trained to staff throughout September 2011. Sign in sheets have been provided as evidence of completion. These Practice Guides have already been submitted to CB during the Fourth Quarter. <b>CB concurs with the completion of this action step in Quarter 6.</b></b></p>
3.d. Region III-S	Practice Coach for Region III-S	Completed practice guides and instructions	Eighth	Eighth	<p><b>The 5 practice guides that were last updated and trained included the guide one Assuring Safety and Managing Risk. The practice guides are frequently used during coaching sessions to encourage staff to refer to the guides for direction and focused attention in the areas of safety and risks. Regional Practice Model Coaches and Regional Supervisors statewide were trained on the new guides by the Director of Field Operations and the Child Welfare Specialist on June 20, 2011. The Regional Practice Model Coaches and Regional Supervisors were responsible for training all other supervisors and direct staff in their respective regions. <b>CB concurs with the completion of this action step in Quarter 8.</b></b></p> <p><b>In III-South, practice guides were distributed and trained to staff October 24, 2011. Sign in sheets have been provided as evidence of completion. These Practice Guides have already been submitted to CB during the Fourth</b></p>
4. Provide coaching to child welfare staff in first seven implementing regions on safety assurance and risk management.					
4.a. Regions I-S and II-W	Practice Coach for Regions I-S and II-W	Summary of coaching on safety and risk activities	First	First	<p><b>The I-S Regional Practice Coach has worked one on one with direct service workers coaching safety and risk assessment activities. The Regional FPS Advanced, and an ASWS completing her MSW field placement also provided coaching in Region I-S. Learning labs for staff and supervisors have also been provided. In II-W, the Regional Practice Coach has provided both individual and group coaching in safety and risk assessment. <b>CB concurs with the completion of this action step in Quarter 1.</b></b></p>

4.b. Regions V-W and IV-N	Practice Coach for Regions V-W and IV-N	Summary of coaching on safety and risk activities	Fourth	Fourth/Fifth	<p>The V-W and IV-N Regional Practice Coach with the assistance of a CSF Coach has provided individual and group coaching and learning labs to staff and supervisors on safety assurance and risk management activities. All coaching activities have focused on implementing and strengthening the use of the new safety and risk assessment. These activities have involved integration of knowledge and techniques learned into daily case activities and relationships. Monthly reports have been provided by CSF and Regional Practice Coaches for documentation purposes. <b>CB: Did you intend to state IV-N rather than IV-S? Yes. There are no summaries for IV-N for the Fourth Quarter reporting period (Jan-Mar 2012). Was this action step completed for IV-N prior to the Fourth Quarter? Region IV-N did not have a practice coach during the Fourth Quarter period. Region IV-N will report during the Fifth Quarter Period. Coaching summaries for the Fifth Quarter have been provided. CB concurs with the completion of this action step in Quarter 5.</b></p>
4.c. Regions I-N and IV-S	Practice Coach for Regions I-N and IV-S	Summary of coaching on safety and risk activities	Sixth/ Seventh	Sixth/Seventh	<p>Region I-North, coaching has been provided by CSF coaches to all supervisors in the Region. Region I-N did not have a DFCS Regional Practice Coach from January 2012-September 2012. The CSF coach has provided some coaching with some of the front line workers. These summaries have been provided for April-August 2012. <u>DFCS requests that Region I-N provide coaching summaries with direct staff from the new coach for October-December, in the Seventh Quarter.</u> Coaching for Region IV-S has been provided by CSF and Regional Practice Model Coaches to all supervisors and direct service staff in the are of strengthening safety assurance and risk management. Copies of coaching summaries have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step in Quarter 6.</b> Coaching for Region I-N has been provided by CSF and Regional Practice Model Coaches to all supervisors and direct service staff in the are of strengthening safety assurance and risk management. Copies of coaching summaries have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step in Quarter 7.</b></p>
4.d. Region III-S	Practice Coach for Region III-S	Summary of coaching on safety and risk activities	Eighth	Eighth	<p>Coaching in Region III-South has been provided by CSF and Regional Practice Model coaches to all supervisors and direct staff in the area of strengthening safety assurance and risk management. The Regional Practice Coach and CSF Practice Coach have provided county and/or unit Learning Labs for staff and supervisors as well. All coaching activities have focused on implementing and strengthening the use of the new safety and risk assessment form as well as strengthening skills around assuring safety and managing risks. Coaching of staff has included activities that involve integration of knowledge and techniques learned into daily case activities and relationships. <b>CB concurs with the completion of this action step in Quarter 8.</b> Copies of coaching summaries have been submitted as supporting documents for these strategies.</p>
<i>Renegotiated Action Steps and Benchmarks</i>					

<p><b>II. Primary Strategy: Strengthen Strengths and Needs Assessments of Children, Parents, and Resource Parents and provide matching services to meet the needs.</b></p>						<p>Applicable CFSR Outcomes or Systemic Factors: WB 1, WB2, WB3, Service Array and Resource Development</p>
<p><b>A. Goal: Implement the Strengths and Needs Assessments component of the Practice Model in the first seven Practice Model implementation regions of the state. These regions are I-S, II-W, V-W, IV-N, IV-S, I-N, and III-S.</b></p>						<p>Applicable CFSR Items: 17, 18, 21, 22, 23</p>
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update	
<p>1. Develop and implement new strengths and needs form (Comprehensive Family Assessment)</p>	<p>C. Gremillion, DFCS Policy Director</p>	<p>Submit Comprehensive Family Assessment Form and instructions</p>	<p>First</p>	<p>First</p>	<p><b>A new strengths and needs form, Comprehensive Family Assessment, F44 was developed and implemented in PM Regions I-S and II-W. CB concurs with the completion of this action step in Quarter 1.</b></p>	
<p>2. Train staff and supervisors in Practice Model Regions on strengths and needs assessment.</p>						
<p>2.a. Regions I-S and II-W</p>	<p>Field Operations, Child Welfare Professional Development</p>	<p>Agenda, Table of Contents, Training Schedule</p>	<p>First</p>	<p>First</p>	<p><b>All supervisors in Regions I-S and II-W have received coaching from CSF coaches, and the Regional Practice Coach has worked one on one with direct service workers. Learning labs for staff and supervisors have also been provided. CB Concurs with the completion of this action step in Quarter 1.</b></p>	

2.b. Regions V-W and IV-N	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> Professional Development	Agenda, Table of Contents, Training Schedule	Fourth	Fourth	All staff in Regions V-W and IV-N have been trained on all six components of the Practice Model. One of the six components is the practice model component of Strengths and Needs Assessment of Children and Families, which trains on the new Strengths and Needs Assessment Form also called the Comprehensive Needs Assessment (CFA). This is the 4th Practice Model component trained on during the 4 day training. The Practice Model curriculum did not include an agenda or a table of contents; therefore the entire curriculum has been submitted for supporting documentation. Practice Model training sign in sheets have also been submitted for supporting documentation for both regions. <b>CB concurs with the completion of this action step in Quarter 4.</b>
2.c. Regions I-N and IV-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> Professional Development	Agenda, Table of Contents, Training Schedule	Sixth	Sixth	Staff in Region I-N received the initial Practice Model Training which included the component of Safety Assurance and Risk Management. The training took place June 14, 15, 20, 21, 22, 23, 29 and 30, 2011, July 6, 7, 18, 19, 2011; August 1 and 2, 2011; September 21-22, 2011; and also October 12-13, 26, 2011. CFA training occurred again in Region I-N for workers who missed the first trainings. These were held on June 18-20, 22, 2012. The Practice Model Training was provided in IV-South on August 9-12, 23-26, 2011. Copies of Practice Model training sign in sheets have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step in Quarter 6.</b>
2.d. Region III-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> Professional Development	Agenda, Table of Contents, Training Schedule	Eighth	Eighth	Training has occurred for the Comprehensive Family Assessment Form in Region III-South. The Practice Model Curriculum includes six components that were trained over several days. The fourth component of the Practice Model is the Strengths and Needs Assessment of Children and Families, which trains on the new Strengths and Needs Form called the Comprehensive Family Assessment (CFA), and is trained on the second and third days of training. The Practice Model Training was provided in III-South on August 1-4, 2011 for the Regional Director and ASWSs. All other staff was trained on August 15-18, 2011 and September 12-16, 2011. Copies of Practice Model training sign in sheets have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step in Quarter 8.</b>
3. Provide practice guides to staff in seven implementing regions regarding strengths and needs assessment.					
3.a. Regions I-S and II-W	Field Operations, Child Welfare Professional Development	Practice Guides and email of distribution.	First	First	Practice guides have been provided to staff in Region I-S and Region II-W. Updated copies are provided to staff as changes are made to the practice guide. These guides are used during coaching to encourage workers to refer to the guides for direction. <b>CB concurs with the completion of this action step in Quarter 1.</b>

<p>3b. Regions V-W and IV-N</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del></p>	<p>Practice Guides and email of distribution.</p>	<p>Fourth</p>	<p>Fourth</p>	<p>Practice guides for the practice model component of Strengths and Needs Assessment of Children and Families has not been updated since this component was trained in Region V-W and Region IV-N. Therefore, the regions who have been trained on the Practice Model continue to utilize the original practice guide accompanying this practice component reflecting training on how to utilize the new Strengths and Needs Form called the Comprehensive Family Assessment (CFA). The Practice Model Curriculum has been submitted in a previous quarter and will reflect a copy of the practice guide supporting this practice component. Practice Model Training sign in sheets have been submitted for both regions as supporting documentation. <b>CB concurs with the completion of this action step in Quarter 4.</b></p>
<p>3.c. Regions I-N and IV-S</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del></p>	<p>Practice Guides and email of distribution.</p>	<p>Sixth</p>	<p>Sixth</p>	<p>In I-North, the Regional ASWS provided and reviewed the Practice Guides to all ASWSs and county staff during county staff meetings which were held from September-October 2011. Sign-in sheets are provided as EOC. In IV-South, practice guides were distributed and trained to staff throughout September 2011. Sign in sheets have been provided as evidence of completion. These Practice Guides have already been submitted to CB during the Fourth Quarter. <b>CB concurs with the completion of this action step in Quarter 6.</b></p>
<p>3.d. Region III-S</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del></p>	<p>Practice Guides and email of distribution.</p>	<p>Eighth</p>	<p>Eighth</p>	<p>The 5 practice guides that were last updated and trained did not include a practice guide on the Strengths and Needs Assessment or the new Comprehensive Family Assessment (CFA). There has not been a need to revise the practice guide for the new strengths and needs assessment, also called the CFA. Therefore, the practice guide for this component was given at the time of the Practice Model Training. <b>CB concurs with the completion of this action step in Quarter 8.</b> In III-South, practice guides were distributed and trained to staff on October 24, 2011. Sign in sheets have been provided as evidence of completion. These Practice Guides have already been submitted to CB during the Fourth Quarter.</p>
<p>4. Provide coaching to child welfare staff in implementing regions on strengths and needs assessment, including engaging family members in case planning, preparing individualized case plans, and conducting comprehensive strengths and needs assessments to include physical health, mental health, dental health, and educational needs and provision of services.</p>					

4.a. Regions I-S and II-W	Practice Coaches, TA from CSF	Summary of coaching on Strengths and Needs Assessment activities	First	First	The I-S Regional Practice Coach has worked one on one with direct service workers. The Regional FPS Advanced, and an ASWS completing her MSW field placement also provided coaching in Region I-S. Learning labs for staff and supervisors have also been provided. In Region II-W, the Regional Practice Coach has provided both individual coaching and group coaching regarding strengths and needs assessment. <b>CB concurs with the completion of this action step in Quarter 1.</b>
4.b. Regions V-W and IV-N	Practice Coaches, TA from CSF	Summary of coaching on Strengths and Needs Assessment activities	Fourth	Fourth/Fifth	The V-W and IV-N+F84 Regional Practice Coaches and CSF Coaches have provided individual and group coaching to supervisors and direct service staff regarding strengths and needs assessments and how to utilize the new Comprehensive Family Assessment (CFA). Learning labs for staff and supervisors have also been provided. Monthly Coaching reports have been provided for supporting documentation. <b>CB: There are no summaries for IV-N for the Fourth Quarter reporting period (Jan -Mar 2012). Was this action step completed for IV-N prior to the fourth quarter reporting period?</b> Region IV-N did not have coaches during the Fourth Quarter period. Region IV-N will report during the Fifth Quarter. Coaching summaries for the Fifth Quarter have been provided. <b>CB concurs with the completion of this action step in Quarter 5.</b>
4.c. Regions I-N and IV-S	Practice Coaches, TA from CSF	Summary of coaching on Strengths and Needs Assessment activities	Sixth/ Seventh	Sixth/ Seventh	Region I-North, coaching has been provided by CSF coaches to all supervisors in the Region. Region I-N did not have a DFCS Regional Practice Coach from January 2012-September 2012. The CSF coach has provided some coaching with some of the front line workers. These summaries have been provided for April-August 2012. <u>DFCS requests that Region I-N provide coaching summaries with direct staff from the new coach for October-December, in the Seventh Quarter.</u> Coaching for Region IV-S has been provided by CSF and Regional Practice Model Coaches to all supervisors and direct service staff in the are of strengthening safety assurance and risk management. Copies of coaching summaries have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step for Region IV-S in Quarter 6.</b> Coaching for Region I-N has been provided by CSF and Regional Practice Model Coaches to all supervisors and direct service staff in the are of strengthening safety assurance and risk management. Copies of coaching summaries have been submitted as supporting documents for these strategies. <b>CB concurs with the completion of this action step for Region I-N in Quarter 7.</b>
4.d. Region III-S	Practice Coaches, TA from CSF	Summary of coaching on Strengths and Needs Assessment activities	Eighth	Eighth	In Region III-South, coaching has been provided by CSF coaches to all supervisors in the Region. The Regional Practice Coach and CSF Practice Coach have provided county and/or unit Learning Labs for direct service staff and supervisors as well. Following the Practice Model Training, the Regional Practice Model Coach and CSF Practice Model Coach have facilitated coaching activities in regions III-South to assist in implementing and strengthening the use of the new assessment form, which is called the Comprehensive Family Assessment (CFA). <b>CB concurs with the completion of this action step in Quarter 8.</b> Copies of coaching summaries have been submitted as supporting documents for these strategies.
B. Goal: Strengthening Parent/Child/Worker visitation in the first seven Practice Model implementation regions of the state. These regions are I-S, II-W, V-W, IV-N, IV-S, I-N, and III-S.				Applicable CFSR Items: 19 and 20	
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update

1. Provide training regarding Quality Visits in seven implementing regions.					
1.a. Regions I-S and II-W	Field Operations, Child Welfare Professional Development	Training Calendar, Agenda, Competencies and Objectives	First	First	<b>An initial state-wide training has been provided on how to conduct Quality Visits using one particular curriculum. Supervisors received additional training on how to help staff prepare for their contacts with children and parents. The National Resource Center for Permanency and Family Connections training on Quality Visits was conducted throughout the state for workers. Supervisory training, Quality Visits for the worker and children and Quality visits for the worker and parent were conducted throughout the state. <b>CB concurs with the completion of this action step in Quarter 1.</b></b>
1.b. Regions V-W and IV-N	Field Operations, Child Welfare Professional Development	Training Calendar, Agenda, Competencies and Objectives	First	First	<b>An initial state-wide training has been provided on how to conduct Quality Visits using one particular curriculum. Supervisors received additional training on how to help staff prepare for their contacts with children and parents. The National Resource Center for Permanency and Family Connections training on Quality Visits was conducted throughout the state for workers. Supervisory training, Quality Visits for the worker and children and Quality visits for the worker and parent were conducted throughout the state. <b>CB concurs with the completion of this action step in Quarter 1.</b></b>
1.c. Regions I-N and IV-S	Field Operations, Child Welfare Professional Development	Training Calendar, Agenda, Competencies and Objectives	First	First	<b>An initial state-wide training has been provided on how to conduct Quality Visits using one particular curriculum. Supervisors received additional training on how to help staff prepare for their contacts with children and parents. The National Resource Center for Permanency and Family Connections training on Quality Visits was conducted throughout the state for workers. Supervisory training, Quality Visits for the worker and children and Quality visits for the worker and parent were conducted throughout the state. <b>CB concurs with the completion of this action step in Quarter 1.</b></b>
1.d. Region III-S	Field Operations, Child Welfare Professional Development	Training Calendar, Agenda, Competencies and Objectives	First	First	<b>An initial state-wide training has been provided on how to conduct Quality Visits using one particular curriculum. Supervisors received additional training on how to help staff prepare for their contacts with children and parents. The National Resource Center for Permanency and Family Connections training on Quality Visits was conducted throughout the state for workers. Supervisory training, Quality Visits for the worker and children+F64 and Quality visits for the worker and parent were conducted throughout the state. <b>CB concurs with the completion of this action step in Quarter 1.</b></b>

<p>2. Provide coaching to aid staff in first seven implementation regions in applying the skills learned in Quality Visits Training and/or Training for this goal through components of Practice Model</p>					
<p>2.a. Regions I-S and II-W</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del></p>	<p>Summary of coaching quality visitation activities</p>	<p>Seventh</p>	<p>Seventh</p>	<p><b>Regional Practice Coaches and the CSF coaches in Regions I-S and II-W have provided coaching on applying the skills learned in Quality Visits Training and/or training for this goal through components of Practice Model. Coaching on Quality Visits has occurred individually and in group settings with direct service workers. Monthly coaching reports are provided for documentation purposes. <b>CB requested additional information for Region I-S. DFCS submitted this information on 3/25/2013, and CB accepted EOC on 3/29/2013. CB concurs with the completion of this action step for both regions in quarter 7.</b></b></p>
<p>2.b. Regions V-W and IV-N</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del></p>	<p>Summary of coaching quality visitation activities</p>	<p>Seventh</p>	<p>Seventh/ Eighth</p>	<p><b>CSF coaches in Regions V-W have provided coaching on applying the skills learned in Quality Visits Training and/or training for this goal through components of Practice Model. Coaching on Quality Visits has occurred individually and in group settings with direct service workers. Region V-W only had a CSF coach during the seventh quarter. As of January 1, 2013. Region V-W now has a Regional Coach. Monthly coaching reports from the CSF coach are provided for documentation purposes. Regional Practice Coaches and the CSF coaches in Region IV-N have provided coaching on applying the skills learned in Quality Visits Training and/or training for this goal through components of Practice Model. Coaching on Quality Visits has occurred individually and in group settings with direct service workers. Monthly coaching reports are provided for documentation purposes. <b>DFCS will submit coaching summaries for Region V-W for the months of February-March in the eighth quarter. CB concurs with the completion of this action step for Region IV-N in quarter 7. Coaching summaries for Region V-W for January-March have been submitted as EOC. CB concurs with the completion of this action step for Region V West in Quarter 8.</b></b></p>

2.c. Regions I-N and IV-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare-</del> Professional Development	Summary of coaching quality visitation activities	Seventh	Seventh/ Eighth	CSF coaches in Regions IV-S have provided coaching on applying the skills learned in Quality Visits Training and/or training for this goal through components of Practice Model. Coaching on Quality Visits has occurred individually and in group settings with direct service workers. Region IV-S only had a CSF coach during the seventh quarter. As of January 1, 2013. Region IV-S now has a Regional Coach. Monthly coaching reports from the CSF coach are provided for documentation purposes. Regional Practice Coaches and the CSF coaches in Region I-N have provided coaching on applying the skills learned in Quality Visits Training and/or training for this goal through components of Practice Model. Coaching on Quality Visits has occurred individually and in group settings with direct service workers. Monthly coaching reports are provided for documentation purposes. <b>DFCS will submit coaching summaries for Region IV-S for the months of February-March in the eighth quarter. CB concurs with the completion of this action step for Region I-N in quarter 7.</b> Coaching summaries for Region IV-S for February-March have been submitted as EOC. <b>CB concurs with the completion of this action step for Region IV South in Quarter 8.</b>
2.d. Region III-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare-</del> Professional Development	Summary of coaching quality visitation activities	Eighth	Eighth	Regional Practice Coaches and the CSF coaches have provided coaching on applying the skills learned in Quality Visits Training and/or training for this goal through components of Practice Model. Coaching on Quality Visits has occurred individually and in group settings with direct service workers. Monthly coaching reports are provided for documentation purposes. <b>CB concurs with the completion of this action step in Quarter 8.</b> Coaching reports for Region III-S for January-March have been submitted as EOC.
C. Goal: Enhance access to services for children and families by collaborating with community partners to maximize provision of matching services in the first seven Practice Model implementation regions of the state. These regions are I-S, II-W, V-W, IV-N, IV-S, I-N, and III-S.			Applicable CFSR Items: 36 and 37		
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update
1. Develop and staff the Resource Development Unit in the MDHS Division of Family and Children's Services, including hiring a Division Director II, Program Manager, and a Program Specialist.	Sandra McClendon, Bureau Director of Resource Development	Organizational Chart, including dates of hire	Second	Second	The Resource Unit has been developed. Since July 2010, the following positions have been filled: Bureau Director, Administrative Assistant, Division Director II, Program Manager, two interpreters, Division Director I, Program Administrator and Program Specialist. An Organizational Chart has been provided. The Resource Unit plans to hire additional staff in the future. These positions will include: two Program Managers, a Project Officer IV and six Community Resource Liaisons. The Resource Unit anticipates hiring this staff in January 2012. <b>CB concurs with the completion of this action step in Quarter 2.</b>

2. Resource Development Director or her designee will meet with the Mississippi Department of Mental Health (MDMH) Director of Children's Programs and the MDMH Community Mental Health Center (CMHC) Children's Coordinator's bimonthly statewide meetings to	Sandra McClendon, Bureau Director of Resource Development	Summary of Resource Development meetings	First and ongoing	First/Second/Third - No further reporting	<b>The Resource Development Director and the Division Director began meeting December 2010 with the MDMH Director of Children's Programs and CMHC Children's Coordinator's in their bimonthly statewide meetings. Collaboration and communication with MDMH will continue on an ongoing basis in order to continue to build relationships between the two agencies. The Children's Coordinator has not been able to meet with DFCS bimonthly, but they did meet on the following dates: December 15, 2010, February 18, 2011 and July 8, 2011. <u>A meeting was held on December 2, 2011. MDHS/DFCS requests that this action step be considered as complete, and no further reporting on this action step be required beyond the third quarter. CB concurs that this action step is complete and requires no future reporting.</u></b>
3. Resource Development Director will meet with the Executive Directors of the Community Mental Health Centers at the CMHC's monthly Executive Directors' meeting on at least one occasion to discuss DFCS needs, gaps in services and funding	Sandra McClendon, Bureau Director of Resource Development	Summary of Resource Development meetings	First	First	<b>The Resource Development Director and the Division Director attended the CMHC Executive Director's Meeting on March 9, 2011. A large group of executive directors from 15 regional mental health centers were in attendance, along with Children's Coordinators and Map Team Coordinators. The most significant outcome of this meeting was that the Directors are on board with working with MDHS in providing individualized services to our families and children. CB concurs with the completion of this action step in Quarter 1.</b>
4. Regional Directors in the first seven Practice Model implementation regions will invite CMHC Children's Coordinators to participate in the development and implementation of the Regional Implementation Plan.					
4a. Regions I-S and II-W	Regional Director	Letters of invitation addressed to the Children's Coordinators	First	First	<b>Regional Directors in Regions I-S and II-W invited CMHC Children's Coordinators via mail and/or email to participate in the development and implementation of the Regional Implementation Plan. CB concurs with the completion of this action step in Quarter 1.</b>

4b. Regions V-W and IV-N	Regional Director	Letters of invitation addressed to the Children's Coordinators	Second	Second	<b>Regional Directors in Regions V- W and IV-N invited CMHC Children's Coordinators via mail and/or email to participate in the development and implementation of the Regional Implementation Plan. CB concurs with the completion of this action step in Quarter 2.</b>
4c. Regions I-N and IV-S	Regional Director	Letters of invitation addressed to the Children's Coordinators	Third	Third	<b>Regional Directors in Regions I-N and IV-S invited CMHC Children's Coordinators via mail and/or email to participate in the development and implementation of the Regional Implementation Plan. CB concurs with the completion of this action step in Quarter 3.</b>
4d. Region III-S	Regional Director	Letters of invitation addressed to the Children's Coordinators	Third	Third	<b>The Regional Director in Region III-S invited CMHC Children's Coordinators via mail and/or email to participate in the development and implementation of the Regional Implementation Plan. CB concurs with the completion of this action step in Quarter 3.</b>
<i>Renegotiated Action Steps and Benchmarks</i>					
<b>III. Primary Strategy: Strengthen Child Welfare Practice through Family Team Meetings in the first seven Practice Model implementation regions.</b>				<b>Applicable CFSR Outcomes or Systemic Factors: P2</b>	
<b>A. Goal: Train and implement Family Team Meetings to improve practice in the first seven Practice Model implementation regions, I-S, II-W, V-W, IV-N, IV-S, I-N, and III-S.</b>				<b>Applicable CFSR Items: 11, 12, 13, 14, 15, 16</b>	
<b>Action Steps and Benchmarks</b>	<b>Person Responsible</b>	<b>Evidence of Completion</b>	<b>Quarter Due</b>	<b>Quarter Completed</b>	<b>Quarterly Update</b>
1. Develop and conduct training on Family Team Meetings in first seven implementation regions.					

I.a. Regions I-S and II-W	Field Operations, Child Welfare Professional Development	Training calendar/agenda/ Table of contents	Third	Third	<b>Regions I-S and II-W have developed and conducted training on Family Team meetings. The training curriculum did not contain a Table of Contents, so the entire Learning Lab has been provided as evidence of completion. Further evidence is shown in the Regional Implementation Plan Quarterly Reports. Additionally, Family Team Meetings was trained through the 4 day Practice Model Training as all six components of the Practice Model was trained. Practice Model Training sign in sheets have been submitted as supporting documents. <b>CB concurs with the completion of this action step in Quarter 3.</b></b>
I.b. Regions V-W and IV-N	Field Operations, Child Welfare Professional Development	Training calendar/agenda/ Table of contents	Third	Third	<b>Region V-W has developed and conducted training. Family Team Meeting training was held June 27-28, 2011. The training curriculum did not contain a Table of Contents, so the entire Learning Lab has been provided as evidence of completion. Further evidence is shown in the Regional Implementation Plan Quarterly Reports. Additionally, Family Team Meetings was trained on throughout the 4 day Practice Model Training as all six practice components were trained. Practice Model sign in sheets have been submitted for documenting purposes. <b>CB concurs with the completion of this action step in Quarter 3.</b></b>
I.c. Regions I-N and IV-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del>	Training calendar/agenda/ Table of contents	Sixth	Sixth	<b>In Region I-N, DFCS Practice Coach and CSF Practice Coach conducted trainings on Family Team Meetings to ASWSs and direct service staff on September 1, 7, 23, 29, 2011, and October 19, 26, 2011. Regional ASWS and CSF Practice Coach provided training to all staff on Family Team Meetings on June 18-20, 22, 2012. Sign-in sheets have been provided as EOC for Region I-N. In Region IV-S, staff received training on Family Team meetings in October 2010 and October 2011. Evidence for Region IV-S, is reflected in the Regional Implementation Plan Quarterly Report, as well as sign in sheets from those trainings. <b>CB concurs with the completion of this action step in Quarter 6.</b></b>
I.d. Region III-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare</del> <del>Professional Development</del>	Training calendar/agenda/ Table of contents	Sixth	Sixth	<b>Regions III-S has developed and conducted training on Family Team Meetings in October 2011. The training curriculum did not contain a Table of Contents, so the entire Learning Lab has been provided as evidence of completion in previous quarters. Further evidence is shown in a training schedule and in the Regional Implementation Plan Quarterly Reports. <b>CB concurs with the completion of this action step in Quarter 6.</b></b>

<p>2. Provide coaching on conducting Family Team Meetings in the first seven Practice Model implementation regions, to include partnering with parents to drive agenda, who to include, and when Family Team Meetings need to be held in order to strengthen and support placements.</p>					
<p>2.a. Regions I-S and II-W</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare-</del> <del>Professional-</del> <del>Development</del></p>	<p>Summary of coaching FTM activities</p>	<p>Fourth</p>	<p>Fourth</p>	<p><b>Regions I-S and II-W have developed and conducted training on Family Team meetings, which was provided in the third quarter. Since the training in I-S and II-W, the Regional Practice Coaches and the CSF Coaches have provided coaching on FTM activities monthly. Coaching on FTM activities has occurred individually and in group settings with direct service workers. Learning labs have also been facilitated on FTM activities. Monthly Coaching reports are provided for documentation purposes. <b>CB concurs with the completion of this action step in Quarter 4.</b></b></p>
<p>2.b. Regions V-W and IV-N</p>	<p>Ramona Lockett <del>Field Operations,</del> <del>Child Welfare-</del> <del>Professional-</del> <del>Development</del></p>	<p>Summary of coaching FTM activities</p>	<p>Fourth</p>	<p>Fourth/Fifth</p>	<p><b>Regions V-W and IV-N have developed and conducted training on Family Team meetings, which was provided in the third quarter. Since the Practice Model training in V-W and IV-N, the Regional Practice Coaches and the CSF Practice Coaches have provided coaching on FTM activities monthly. Coaching on FTM activities has occurred individually and in group settings with direct service workers. Learning labs have also been facilitated on FTM activities. Monthly Coaching reports are provided for documentation purposes. <b>CB: There are no summaries provided for IV-N for the Fourth Quarter reporting period (Jan-Mar 2012). Was this action step completed in IV-N prior to this reporting period?</b> Region IV-N did not have coaches during the Fourth Quarter period. Region IV-N will report during the Fifth Quarter. Coaching summaries for the Fifth Quarter have been provided. <b>CB concurs with the completion of this action step in Quarter 5.</b></b></p>

2.c. Regions I-N and IV-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare-</del> <del>Professional-</del> Development	Summary of coaching FTM activities	Seventh	Seventh/Eighth	<p>Since the training in I-N, the Regional Practice Coaches and the CSF coaches have provided coaching on FTM activities monthly. Coaching on FTM activities has occurred individually and in group settings with direct service workers. Learning labs have also been facilitated on FTM activities. Monthly coaching reports are provided for documentation purposes. <b>CB concurs with the completion of this action step for Region IV South in Quarter 8.</b> Region IV-S did not have a Practice Model Coach during this quarter. However, the CSF coach provided coaching and prepared a CSF coaching report. Coaching reports for all regions have been submitted as EOC. <b>CB concurs with the completion of this action step for Region I-N in quarter 7.</b> Regional IV-S did not have a Practice Model Coach during the seventh quarter. Regional IV-S obtained a practice model coach in January 2013 who began coaching in February 2013. Coaching summaries for Region IV-S have been submitted for February-March 2013 as EOC. <b>CB concurs with the completion of this action step.</b></p>
2.d. Region III-S	Ramona Lockett <del>Field Operations,</del> <del>Child Welfare-</del> <del>Professional-</del> Development	Summary of coaching FTM activities	Seventh	Seventh	<p>Since the training in III-S, the Regional Practice Coaches and the CSF coaches have provided coaching on FTM activities monthly. Coaching on FTM activities has occurred individually and in group settings with direct service workers. Learning labs have also been facilitated on FTM activities. Monthly coaching reports are provided for documentation purposes. <b>CB concurs with the completion of this action step in quarter 7.</b></p>
<i>Renegotiated Action Steps and Benchmarks</i>					
<b>IV. Primary Strategy: Strengthen permanency and stability for children in their living situations.</b>				<p><b>Applicable CFSR Outcomes or Systemic Factors: P1 and Foster and Adoptive Parent Licensing, Recruitment, and Retention</b></p>	
<b>A. Goal: Strengthen permanency by utilizing Permanency Round Tables</b>				<p><b>Applicable CFSR Items: 10</b></p>	
<b>Action Steps and Benchmarks</b>	<b>Person Responsible</b>	<b>Evidence of Completion</b>	<b>Quarter Due</b>	<b>Quarter Completed</b>	<b>Quarterly Update</b>

1. Obtain T/TA from Casey Family Programs regarding Permanency Roundtables.	Ramona Lockett, Office of Field Operations	Summary outlining T/TA received.	First and ongoing	First/Second/Third/Fourth/Fifth	<b>CB concurs with the documentation provided for Quarter 3. Fourth Quarter:</b> On February 24, 2012, Casey Family Programs staff met with the regional directors and supervisors from regions 1 North, 1 South, and 2 East in Oxford, Mississippi. The cases to be reviewed were selected from the report of children in care for 3 years or more who do not have a permanent placement near finalization or who do not have a permanent connection. <b>CB concurs with the EOC provided for the Fourth Quarter.</b> Permanency Roundtables were held for Regions 1 North, 1 South and 2 East during the month of April, 2012. The Permanency Values Training was held in Oxford, MS on April 19, and included DFCS staff from each of the regions involved, judges, court personnel and community stakeholders from each region. The Permanency Skills Training was held in Oxford on April 20, and included DFCS staff participating as team members in the Permanency Roundtables. The actual Permanency Roundtables were held in Oxford on April 23, 24, 25, 26, and 27. There were five PRT teams meeting concurrently the entire week and cases of eighty-six children were reviewed. Plans are to have Permanency Roundtables in four additional regions before the end of the calendar year. Specific dates have not been set for these PRTs. <b>MS has demonstrated the implementation. No future reporting is required.</b>
2. Designate DFCS staff to participate in Permanency Roundtables.	Ramona Lockett, Office of Field Operations	List of DFCS positions.	Second	Second	<b>DFCS Staff have been designated to participate in Permanency Roundtables. A list of DFCS team members for Permanency Roundtables has been provided. CB concurs with the completion of this action step in Quarter 2.</b>
3. Develop scope of Permanency Roundtable project, including list of specific children to be formally served by Roundtables, timeframes, case selection criteria, as well as preparation and follow-up plans.		Description of Scope and Protocol of Permanency Roundtable project	Second	Second/Third	<b>The Scope of the Permanency Roundtable project has been developed. The scope includes a list of specific children to be served, timeframes, case selection criteria and case preparation and follow-up plans. The primary goals of Permanency Roundtables are: (1) Expediting permanency, (2) Increasing staff competencies (attitudes, knowledge, skills) related to expediting permanency and (3) Gathering data to address systemic and cross-systems barriers to permanency (policies, protocols, procedures, training needs.) CB would like additional discussion regarding this action step.</b> The Permanency Roundtable process will be implemented incrementally by Region with a goal of statewide implementation. Roundtabled sessions include the cases of children in custody 36 months or longer and have not achieved legal permanence, or have specific permanent connections identified. Follow up for each set of Roundtable sessions will be at quarterly increments until permanency is achieved for the children reviewed. After all identified eligible children have been reviewed by the Round Table Teams, the implementing region will begin holding Round Table sessions for those children in custody 24 months or more and then for children in custody 12 months or more who have not achieved legal permanence or have permanent connections identified. Follow up sessions will also be held quarterly after these round tables. More information is provided in the narrative. <b>With the additional information provided, CB concurs with the completion of this action step.</b>

4. Obtain training from Casey Family Programs for staff designated to participate in Permanency Roundtables.	Martha Houston, Child Welfare Practice Specialist, Office of Field Operations	Agenda, Schedule of Training, Table of Contents or Summary of training received	Second	Second	<b>DFCS Staff designated to participate in Permanency Roundtables have obtained training from Casey Family Programs. CB concurs with the completion of this action step in Quarter 2.</b>
5. Conduct Permanency Roundtables.	Martha Houston, Child Welfare Practice Specialist, Office of Field Operations	Schedule of Permanency Roundtables, Tracking Tool	Third and on-going	Third/Fourth/Fifth	<b>Permanency Roundtables have been conducted for Regions V-W and VII-E. Roundtables are scheduled in 2012 for Regions I-N, I-S and II-E. A schedule of the Permanency Roundtables has been provided in the evidence of completion, as well as the tracking tool. CB will need additional discussion regarding this action step during the 03.07.2012 conference call with MS. Fourth Quarter: The second follow up to the Region 2 West Permanency Roundtables was held on January 24 and 25, 2012, in Greenville, Mississippi. Members of the original PRTs were present and the workers and supervisors from the region presented updated information about each child. The schedule for the follow up is attached as evidence. CB: In the third quarter, MS reported that Permanency Roundtables were scheduled for Regions I-N, I-S and II-E. Did those Roundtables occur? Were any additional roundtables held during Q4? The Schedule of Permanency Roundtables was not provided. CB will need additional discussion regarding this action step. Roundtables were not held during the Fourth Quarter, but were held in Fifth Quarter. Permanency Roundtables were held for Regions 1 North, 1 South and 2 East during the month of April, 2012. The Permanency Values Training was held in Oxford, MS on April 19, and included DFCS staff from each of the regions involved, judges, court personnel and community stakeholders from each region. The Permanency Skills Training was held in Oxford on April 20, and included DFCS staff participating as team members in the Permanency Roundtables. The actual Permanency Roundtables were held in Oxford on April 23, 24, 25, 26, and 27. There were five PRT teams meeting concurrently the entire week and cases of eighty-six children were reviewed. Plans are to</b>
<b>B. Goal: Enhance permanency through competency training to provide placement stability, determine appropriate permanency goals, achieve appropriate permanency goals and achieve timely adoption within 24 months or less, when appropriate.</b>			<b>Applicable CFSR Items: 6,7,8,9</b>		
<b>Action Steps and Benchmarks</b>	<b>Person Responsible</b>	<b>Evidence of Completion</b>	<b>Quarter Due</b>	<b>Quarter Completed</b>	<b>Quarterly Update</b>

<p>1. Develop permanency competency training</p>	<p>Adoption Director, Margie Shelton, Permanency Unit, Angie Williams, Bureau Director, Placement and Permanency Planning</p>	<p>Training curriculum</p>	<p>Second</p>	<p>Second</p>	<p><b>Permanency competency training has been developed. The curriculum is family-centered training with a focus on permanency and concurrent planning. This training will be provided to all DFCS staff. The training curriculum summary has been provided as evidence of completion. Please provide the curriculum with the documentation. The curriculum was emailed to Carola Pike and Angela Adams on December 19, 2011. CB received and reviewed the curriculum and concur with the completion of this action step.</b></p>
<p>2. Provide Permanency Competency Training in first seven Practice Model implementation regions. MS is requesting the renegotiation of this Strategy. Revised language to be provided in the CFSR 6th Quarter Progress Report.</p>					

2.a. Regions I-S and II-W	Adoption Director, Margie Shelton, Permanency Unit, Angie Williams, Bureau Director, Placement and Permanency Planning	Training schedule, agenda	Fourth/ Six/	Fourth/ Fifth/Six	<p><b>See Narrative for accomplishments prior to Fifth Quarter.</b> Mississippi would like to renegotiate this strategy. The plan for renegotiation is discussed in the narrative. Mississippi has been unable to meet Strategy IV.B2 which states that training of the Permanency Competency Curriculum is to be provided in seven regions (Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W) by the end of the fifth quarter. In fact, Mississippi originally intended to begin the trainings in the third quarter and be finished by the end of the fourth quarter. Lack of staff has prevented us from completing the training as originally intended. However, progress has been made in training regional directors, Practice Model Coaches, trainers, and in hiring additional trainers. Mississippi proposes to train the Permanency Competency Curriculum in Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W by the end of December 2012. It will be a two day training and will be offered to all staff. Trainers will be assigned in pairs to deliver the training. A specific schedule that includes each of the seven regions and the trainers assigned to train in each region will be developed in the sixth quarter.</p> <p>A training schedule has been produced as EOC. Region I-S is scheduled to be trained October 22-25 and 30-31. Region II-W is scheduled to be trained October 8-9, 10-11 and 22-23. <b>CB concurs with the completion of this action step in Quarter 6.</b></p>
2.b. Regions V-W and IV-N	Adoption Director, Margie Shelton, Permanency Unit, Angie Williams, Bureau Director, Placement and Permanency Planning	Training schedule, agenda	Fourth/ Six/ Seventh	Fourth/Fifth	<p><b>See Narrative for accomplishments prior to Fifth Quarter.</b> Mississippi would like to renegotiate this strategy. The plan for renegotiation is discussed in the narrative. Mississippi has been unable to meet Strategy IV.B2 which states that training of the Permanency Competency Curriculum is to be provided in seven regions (Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W) by the end of the fifth quarter. In fact, Mississippi originally intended to begin the trainings in the third quarter and be finished by the end of the fourth quarter. Lack of staff has prevented us from completing the training as originally intended. However, progress has been made in training regional directors, Practice Model Coaches, trainers, and in hiring additional trainers. Mississippi proposes to train the Permanency Competency Curriculum in Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W by the end of December 2012. It will be a two day training and will be offered to all staff. Trainers will be assigned in pairs to deliver the training. A specific schedule that includes each of the seven regions and the trainers assigned to train in each region will be developed in the sixth quarter.</p> <p>A training schedule has been produced as EOC. Region V-W is scheduled to be trained October 8-11. Region IV-N is scheduled to be trained October 18-19, 22-23. <b>CB concurs with the completion of this action step in Quarter 6.</b></p>

2.c. Regions I-N and IV-S	Adoption Director, Margie Shelton, Permanency Unit, Angie Williams, Bureau Director, Placement and Permanency Planning	Training schedule, agenda	Fourth/Six	Fourth/Fifth/Six	<p><b>See Narrative for accomplishments prior to Fifth Quarter.</b> Mississippi would like to renegotiate this strategy. The plan for renegotiation is discussed in the narrative. Mississippi has been unable to meet Strategy IV.B2 which states that training of the Permanency Competency Curriculum is to be provided in seven regions (Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W) by the end of the fifth quarter. In fact, Mississippi originally intended to begin the trainings in the third quarter and be finished by the end of the fourth quarter. Lack of staff has prevented us from completing the training as originally intended. However, progress has been made in training regional directors, Practice Model Coaches, trainers, and in hiring additional trainers. Mississippi proposes to train the Permanency Competency Curriculum in Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W by the end of December 2012. It will be a two day training and will be offered to all staff. Trainers will be assigned in pairs to deliver the training. A specific schedule that includes each of the seven regions and the trainers assigned to train in each region will be developed in the sixth quarter.</p> <p>A training schedule has been produced as EOC. Region I-N is scheduled to be trained October 1-2, 3-5, 8-9, 11-12. Region IV-S is scheduled to be trained October 16-19. <b>CB concurs with the completion of this action step in Quarter 6.</b></p>
2.d. Region III-S	Adoption Director, Margie Shelton, Permanency Unit, Angie Williams, Bureau Director, Placement and Permanency Planning	Training schedule, agenda	Fourth/Six/	Fourth/Fifth/Six	<p><b>See Narrative for accomplishments prior to Fifth Quarter.</b> Mississippi would like to renegotiate this strategy. The plan for renegotiation is discussed in the narrative. Mississippi has been unable to meet Strategy IV.B2 which states that training of the Permanency Competency Curriculum is to be provided in seven regions (Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W) by the end of the fifth quarter. In fact, Mississippi originally intended to begin the trainings in the third quarter and be finished by the end of the fourth quarter. Lack of staff has prevented us from completing the training as originally intended. However, progress has been made in training regional directors, Practice Model Coaches, trainers, and in hiring additional trainers. Mississippi proposes to train the Permanency Competency Curriculum in Regions I-N, I-S, II-W, III-S, IV-N, IV-S, V-W by the end of December 2012. It will be a two day training and will be offered to all staff. Trainers will be assigned in pairs to deliver the training. A specific schedule that includes each of the seven regions and the trainers assigned to train in each region will be developed in the sixth quarter. An e-mail confirming the training schedule for Region III-S has been produced as EOC. Region III-S is scheduled to be trained on November 7-8, 15-16, 2012. <b>CB concurs with the completion of this action step in Quarter 6.</b></p>

<p>3. Provide coaching to aid staff in first seven Practice Model implementation regions in applying the Permanency Competency Training. <b>CB needs discussion re these action steps</b></p>					
<p>3.a. Regions I-S and II-W</p>	<p>Regional Directors, Area Social Work Supervisors, Resource Area Social Work Supervisors</p>	<p>Summary of coaching Permanency Competency activities</p>	<p>Fourth</p>	<p>Fourth/Fifth/Six/Seventh</p>	<p><b>Please see Narrative for information submitted prior to Quarter 6.</b> Mississippi will provide a summary report of the Practice Model Coaches' activities related to the core concepts of the Permanency Competency Curriculum. The report will be broken down by region and will include specific examples provided by the coaches. The first summary report will cover April-September 2012. Two reports will follow to cover October-December 2012 and January-March 2013. These reports will be provided by the State Practice Model Coordinator, Ramona Lockett. The first report has been submitted as EOC. <b>Quarter 7-</b>All Practice Model Coaches are applying the Permanency Competency Training in their consultation with staff on an ongoing basis throughout each month. The practice model coaching summaries for October through November 2012 detail coaching activities that both support the components of the Practice Model and the Permanency Competency Curriculum. All coaching activities facilitated with front line workers are directed towards fostering permanency in a competent and timely manner while assuring safety and managing risks. The coaching summaries now include a section listing examples of coaching activities that support Mississippi's efforts in achieving permanency for the children served by the Child Welfare System. A report by Region has been provided as EOC. <b>CB requested additional information for Region II-W. DFCS produced additional EOC to CB on 3/25/13, and CB accepted on 3/29/2013. CB concurs in the completion of this action step for both Regions in Quarter 7.</b></p>

<p>3.b. Regions V-W and IV-N</p>	<p>Regional Directors, Area Social Work Supervisors, Resource Area Social Work Supervisors</p>	<p>Summary of coaching Permanency Competency activities</p>	<p>Fourth</p>	<p>Fourth/Fifth/Six/Seventh/Eighth</p>	<p><b>Please see Narrative for information submitted prior to Quarter 7. Quarter 7-All Practice Model Coaches are applying the Permanency Competency Training in their consultation with staff on an ongoing basis throughout each month. The practice model coaching summaries for October through November 2012 detail coaching activities that both support the components of the Practice Model and the Permanency Competency Curriculum. All coaching activities facilitated with front line workers are directed towards fostering permanency in a competent and timely manner while assuring safety and managing risks. The coaching summaries now include a section listing examples of coaching activities that support Mississippi’s efforts in achieving permanency for the children served by the Child Welfare System. A report by Region has been provided as EOC. CB requested additional information for both Regions. DFCS produced additional EOC for Region IV-N to CB on 3/25/13, and CB accepted on 3/29/2013. CB concurs in the completion of this action step for Region IV-N in Quarter 7. DFCS will submit another summary for Region V-W in the eighth quarter for January-March, along with the coaching summaries. A summary for Region V-W has been submitted as EOC, along with coaching summaries for January-March. CB concurs with the completion of this action step for Region V West in Quarter 8.</b></p>
<p>3.c. Regions I-N and IV-S</p>	<p>Regional Directors, Area Social Work Supervisors, Resource Area Social Work Supervisors</p>	<p>Summary of coaching Permanency Competency activities</p>	<p>Fourth</p>	<p>Fourth/Fifth/Six/Seventh</p>	<p><b>Please see Narrative for information submitted prior to Quarter 6. Mississippi will provide a summary report of the Practice Model Coaches’ activities related to the core concepts of the Permanency Competency Curriculum. The report will be broken down by region and will include specific examples provided by the coaches. The first summary report will cover April-September 2012. Two reports will follow to cover October-December 2012 and January-March 2013. These reports will be provided by the State Practice Model Coordinator, Ramona Lockett. The first report has been submitted as EOC. Quarter 7-All Practice Model Coaches are applying the Permanency Competency Training in their consultation with staff on an ongoing basis throughout each month. The practice model coaching summaries for October through November 2012 detail coaching activities that both support the components of the Practice Model and the Permanency Competency Curriculum. All coaching activities facilitated with front line workers are directed towards fostering permanency in a competent and timely manner while assuring safety and managing risks. The coaching summaries now include a section listing examples of coaching activities that support Mississippi’s efforts in achieving permanency for the children served by the Child Welfare System. A report by Region has been provided as EOC. CB requested additional information for Region I-N. DFCS produced additional EOC to CB on 3/25/13, and CB accepted on 3/29/2013. CB concurs in the completion of this action step for both regions in Quarter 7.</b></p>

3.d. Region III-S	Regional Directors, Area Social Work Supervisors, Resource Area Social Work Supervisors	Summary of coaching Permanency Competency activities	Fourth	Fourth/Fifth/Six/Seventh	<p><b>Please see Narrative for information submitted prior to Quarter 6.</b> Mississippi will provide a summary report of the Practice Model Coaches' activities related to the core concepts of the Permanency Competency Curriculum. The report will be broken down by region and will include specific examples provided by the coaches. The first summary report will cover April-September 2012. Two reports will follow to cover October-December 2012 and January-March 2013. These reports will be provided by the State Practice Model Coordinator, Ramona Lockett. The first report has been submitted as EOC. <b>Quarter 7-</b>All Practice Model Coaches are applying the Permanency Competency Training in their consultation with staff on an ongoing basis throughout each month. The practice model coaching summaries for October through November 2012 detail coaching activities that both support the components of the Practice Model and the Permanency Competency Curriculum. All coaching activities facilitated with front line workers are directed towards fostering permanency in a competent and timely manner while assuring safety and managing risks. The coaching summaries now include a section listing examples of coaching activities that support Mississippi's efforts in achieving permanency for the children served by the Child Welfare System. A report by Region has been provided as EOC. <b>CB concurs in the completion of this action step in Quarter 7.</b></p>
<p><b>C. Goal: Strengthen Permanency by Diligent Recruitment and Retention of Resource Homes.</b></p>				<p><b>Applicable CFSR Items: 42, 44</b></p>	
<p><b>Action Steps and Benchmarks</b></p>	<p><b>Person Responsible</b></p>	<p><b>Evidence of Completion</b></p>	<p><b>Quarter Due</b></p>	<p><b>Quarter Completed</b></p>	<p><b>Quarterly Update</b></p>
<p>1. Design statewide resource home recruitment and retention strategies and a plan for gathering baseline data.</p>	<p>Bureau Director of Placement/Permanency Planning, Angie Williams, Director of Adoption, Margie Shelton, Regional Resource Supervisors</p>	<p>Copy of statewide strategies and plan for gathering baseline data, summary of recruitment and retention activities conducted during third quarter and each quarter thereafter</p>	<p>Third and ongoing</p>	<p>Third/Fourth/Fifth/Sixth/Seventh/ Eighth</p>	<p><b>Please see narrative for information submitted prior to Sixth Quarter. Sixth Quarter:</b> Grant activities continue in Regions I-S, II-W, IV-N, and V-W. Feedback from these regions is mostly very positive. Few challenges or barriers have been reported, and those that have are to be expected when implementing such a change in practice. Anecdotally the regions are reporting an increase in inquiries in those counties where diligent recruitment activities have rolled out. Staff appear to be enthusiastic and excited about grant activities. Attached is the sixth month report submitted to the Federal Project Officer for the period of April-September 2012. <b>Seventh Quarter:</b> The grant evaluator has provided a preliminary draft of a data report in Region II-W. That data will be presented at an intake refresher training for Regions I-S, II-W, IV-N and V-W in February and March 2013. The draft data report is attached. The next sixth month report is due to the Federal Project Officer in April 2013. <b>CB concurs with the completion of this action step in quarter 7.</b> Eighth Quarter: A draft of the sixth month report to be submitted to the Federal Project Officer for the period of October 2012 to March 2013 has been submitted as EOC. The final report is not due to the FPO until April 30, 2013 and has not yet been reviewed by the grant leadership team and grant staff. Plans for Regions II-W, IV-N and V-W have also been submitted. Remedial efforts are underway in Region I-S to bring that region current in its efforts. Training has been done in Regions I-N and IV-S. Efforts are currently underway in both of those regions to write their recruitment plans.<b>CB concurs with the completion of this action step in Quarter 8.</b></p>

<p>2. Develop and Implement recruitment and retention strategies for the first four regions implementing the practice model, provide a status report on the development process in the next two regions, along with a schedule to roll out in the remaining seven regions.</p>	<p><del>Develop and implement recruitment and retention strategies for the first seven regions implementing the practice model.</del></p>				
<p>2.a. Regions I-S and II-W</p>	<p>Bureau Director of Placement/Permanency Planning, Angie Williams, Director of Adoption, Margie Shelton, Regional Resource Supervisors</p>	<p>Copy of Regional Plan Recommendations and Summary of recruitment and retention activities</p>	<p>Fourth</p>	<p>Fourth</p>	<p><b>Regions I-S and II-W have developed and implemented recruitment and retention strategies. Product development is well underway and Implementation Teams in these two regions are working with Diligent Recruitment staff in the state office to order necessary materials and supplies to carry out these plans. <b>CB concurs with the completion of this action step in Quarter 4.</b></b></p>

<p>2.b. Regions V-W and IV-N</p>	<p>Bureau Director of Placement/Permanency Planning, Angie Williams, Director of Adoption, Margie Shelton, Regional Resource Supervisors</p>	<p>Copy of Regional Plan Recommendations and Summary of recruitment and retention activities</p>	<p>Fifth</p>	<p>Fifth</p>	<p><b>Recruitment Plans have been developed in Regions IV-N and V-W. Both plans have been approved by the Federal Project Officer. Implementation Teams have been organized in both regions and training completed. Recruitment products and materials have been developed and are being ordered. Kick-off events have been scheduled for both regions. Regional recruitment plans have been submitted as evidence of completion. <b>CB concurs with the completion of this action step in Quarter 5.</b></b></p>
<p>2.c. Regions I-N and IV-S</p>	<p>Bureau Director of Placement/Permanency Planning, Angie Williams, Director of Adoption, Margie Shelton, Regional Resource Supervisors</p>	<p><del>Copy of Regional Plan Recommendations and Summary of recruitment and retention activities.</del> Status report on the development of process in these two regions.</p>	<p>Seventh</p>	<p>Seventh</p>	<p><b><u>Diligent Recruitment/Retention activities have not yet begun in Regions I-N and IV-S yet. Diligent Recruitment activities roll out in Regions I-N, III-S and IV-S in January 2013. Roll out is proceeding according to the schedule set in Year I of the Diligent Recruitment Grant. There has been no delay. It was simply an oversight to include I-N, III-S and IV-S in the sixth and seventh quarters of the PIP. All three of these plans will be ready in the eighth quarter. Staff are currently scheduling pre-planning meetings with regional directors and regional staff in all three of those regions for November and December 2012. Regional Recruitment Teams will be organized between now and January. Training, strategy development and written plans will be completed by March 2013. <b>CB agreed, see Carola Pikes email dated 10/22/2012.</b> Quarter 7-Grant activities have just begun in Region IV-S. There has been a general meeting held with the Regional Directors and Resource Supervisors in IV-S to discuss upcoming grant activities. Training dates have been set for IV-S resource staff, and training will be held on January, 31, February 13 and 28, 2013. Once this training is complete, the regional recruitment and retention subteam will develop a recruitment plan for the region with the assistance of staff. The Plan will likely not be complete by March 31, 2013. As much preparation goes into this plan. The initial meeting with I-N had to be postponed due to inclement weather. We are waiting to hear back on a confirmed date. <b>DFCS would like to renegotiate. Instead of providing the completed plan; we would like to provide a status report on the development of this process in these two regions. CB agreed to the renegotiation on 3/19/13. DFCS provided the progress report on 3/25/13, and CB concurred with the completion of this action step on 3/29/2013.</b></u></b></p>

<p>2.d. <del>Region III-S</del> Regions II-E, III-N, III-S, V-E, VI, VII-E and VII-W.)</p>	<p>Bureau Director of Placement/Permanency Planning, Angie Williams, Director of Adoption, Margie Shelton, Regional Resource Supervisors</p>	<p><del>Copy of Regional Plan Recommendations and Summary of recruitment and retention activities—</del> Schedule to roll out recruitment and retention strategies for the remaining 7 regions.</p>	<p>Eighth</p>	<p>Eighth</p>	<p><b>DFCS requests renegotiation for this region. We request that that DFCS provide a schedule of the roll out of retention and recruitment strategies for the remaining seven regions in the eighth quarter. CB agreed with this renegotiation on 3/19/2013. In July 2013 grant activities will roll out in Mississippi’s remaining seven regions (Regions II-E, III-N, III-S, V-E, VI, VII-E and VII-W.) A specific plan of action will be developed and implemented before July to accommodate so many regions rolling out at one time. Individual planning conferences will be held with each of the seven regions, but the training and initial draft of the recruitment plans will be done in a conference-style meeting. If possible, each region will be allowed to bring a team of 3-5 people. Each team must include a regional point person and appropriate resource staff. Regions will be encouraged to include a resource parent and community stakeholder as well. Grant leaders from the existing six regions will be used as small group leaders and some will be chosen to assist with training. CB concurs with the completion of this action step in Quarter 8.</b></p>
<p>3. Revise policy related to licensure standards for resource homes and facilities.</p>	<p>Angie Williams, Bureau Director of Placement and Permanency Planning, Margie Shelton, Director of Adoption, and Carolyn Gremillion, Bureau Director of Policy</p>	<p>Copy of policy issued, Email showing distribution</p>	<p>Second</p>	<p>Second</p>	<p><b>Policy has been revised as it relates to licensure standards for resource homes and facilities. In October 2011, the final draft will be submitted to the Attorney General's Office and outside counsel for review and the Secretary of State's Office for the final commenting period. We anticipate a training period of January-March 2012, and an effective date of April 1, 2012. Please provide the licensure standards for resource homes and facilities. These standards were emailed to Carola Pike and Angela Adams on 12/19/2011. Standards received and reviewed. CB concurs with the completion of this action step.</b></p>

<p>4. Train direct service workers, supervisors, resource workers, and resource supervisors, and facility staff on revised policy related to licensure standards.</p>	<p>Angie Williams, Director of Placement and Permanency Planning</p>	<p>Training schedule, agenda</p>	<p>Seventh</p>	<p>Seventh</p>	<p><b>Training on the new licensure standards for Residential Child Caring and Child Placing agencies was held for facility staff on February 28-29, 2012 and March 1, 2012 from 10:00 a.m. to 12:00 p.m. at MDHS State Office. New licensure standards went into effect July 1, 2012. Three sessions were offered as a convenience to facility staff. The same information was presented at all three sessions. An overview of each section of the standards was presented. Facility Staff submitted questions in advance and licensure staff identified particular areas of concern that were highlighted. There was a time for Q&amp;A at the meeting. Notes used to lead the training and sign in sheets have been submitted as EOC. <u>CB agreed to renegotiate to Seventh Quarter. See Carola's email dated 10/02/2012. DFCS staff will be trained during the seventh quarter. Regional Directors will be trained on October 24, 2012 to gain knowledge and information. The RD will ensure that all of their supervisors and staff are trained by December 31, 2012.</u> Regional Directors and Regional Supervisors were trained on DFCS Policy Section F. (Licensure) at Joint Resource Training on October 24, 2012. The agenda and sign in sheets have been produced as EOC. Regional Directors then trained their supervisors and staff. Their sign in sheets have been produced as EOC. <b>DFCS would like an extension on the following Regions: IV-N, V-W and VI. Region V-W ASWS's have received training on Section F and will begin staffing it with their workers. Region VI will train staff by the end of February. DFCS would like to forward these to Carola by March 1, 2013. DFCS forwarded these signin sheets to Carola on 3/4/2013. CB concurs in the completion of this action step in quarter 7.</b></b></p>
<p>5. Train resource parents on revised policy related to licensure standards by incorporating into Ongoing Training for Resource Parents</p>	<p>Angie Williams, Director of Placement and Permanency Planning</p>	<p>Explanation of how training will be provided to Resource Parents</p>	<p>Seventh</p>	<p>Seventh</p>	<p><b>State Office staff is in the process of incorporating the policy revisions into the Standard Operating Procedures Manual for Resource Parents (SOP). When the SOP Manual is complete an in-service training will be developed based on the manual to be presented to all resource parents. All resource parents will be required to complete this in-service training before their license expires. A resource family license will not be renewed if this in-service has not been done. <b>CB concurs in the completion of this action step in quarter 7.</b></b></p>
<p><i>Renegotiated Action Steps and Benchmarks</i></p>					
<p><b>V. Primary Strategy: Strengthen Monitoring and Oversight through Continuous Quality Improvement Process.</b></p>				<p><b>Applicable CFSR Outcomes or Systemic Factors:</b> Quality Assurance, Statewide Information System</p>	

A. Goal: Mississippi's State Automated Child Welfare Information System (MACWIS) will readily identify the placement location and permanency goals for every child who is in foster care.				Applicable CFSR Items: 24	
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update
1. Validate MACWIS reports on a) Placement Stability regarding number of children in custody 12 months or less that have 1 or 2 placements (MWZPLM5D) and b) Placement Stability - number of placements for children in active custody. (MWBRD07D)	Cindy Greer, MACWIS Director	report, information indicating that report has been validated	First	First	MACWIS reports a) MWZPLM5D and b) MWBRD07D have been validated. These reports were validated on 1/31/2011 and 6/30/2011. These reports are scheduled to be validated again on 11/30/2011. The validation report has been provided. <b>CB concurs with the completion of the action step in Quarter 1.</b>
2. Validate report specifying children placed in county and out of county and within 50 mile radius (MWLS314D)	Cindy Greer, MACWIS Director	report, information indicating that report has been validated	Fourth	Fourth/Fifth	MACWIS reports MWLS314D has been validated. The validation report has been provided.  MWLS314-Proximity of Initial Placement for all Children Entering Custody --DRAFT, IN UAT/VALIDATION <b>CB: We would like discussion of these reports during our onsite visit (June 18-19). <u>CB requested a statement of what we did here.</u></b> Cindy Greer sent this information to Carola Pike via e-mail on July 27, 2012. Attached to that email were a report guide and a sample detail report. DFCS requests CB consider this action step completed. <b>CB Concurs.</b>
3. Validate Children who have had permanency plan developed within 30 days of entry into foster care.	Cindy Greer, MACWIS Director	report, information indicating that report has been validated	Fourth	Fourth/Fifth	MWLS312-Children Who have had a Permanent Plan Developed within 30 Days of Entry into Foster Care --IN PRODUCTION  MWLS312 was finalized and in production as of October 2011 <b>CB: We would like discussion of these reports during our onsite visits (June 18-19). <u>CB requested a statement of what we did here.</u></b> Cindy Greer sent this information to Carola Pike via e-mail on July 13, 2012. Attached to that email were initial test results, a report guide and a sample detail report. DFCS requests CB consider this action step completed. <b>CB concurs</b>

<p>4. Based on results of validation, resubmit AFCARS and NCANDS at or before 6 month intervals and notify Children's Bureau Regional Office of submission.</p>	<p>Cindy Greer, MACWIS Director</p>	<p>notification to Children's Bureau Regional Office that resubmission has occurred</p>	<p>On-going</p>	<p>First/Second/Third - <b>No further reporting required.</b></p>	<p><b>AFCARS submission to CB for May 2011 was completed. The next submission will be November 2011. The AFCARS submission to CB for November 2011 was completed. The next submission will be May 2012. MDHS/DFCS requests that this action step be considered as complete, and MDSH/DFCS is no longer required to report on this action step beyond the third quarter. <b>CB concurs with the completion of this action step and no future reporting is required.</b></b></p>
<p>5. Practice guidance provided to staff on errors and error trends according to validation process.</p>	<p>Cindy Greer, MACWIS Director, Field Operations</p>	<p>Copy of communication from Validation Coordinator to Field Operations Director regarding error trends; copy or summary of communication between Field Operations Director, Regional Directors, Area Social Work Supervisors, and direct care workers regarding how to improve practice based on error trends</p>	<p>On-going</p>	<p>First/Second/Third - <b>No further reporting required</b></p>	<p><b>The information was sent from the validation coordinator to Field Operations Director to use to inform field staff so that practice can be improved as evidenced by emails submitted as Evidence of Completion. This information is provided to the field on a monthly basis. MDHS/DFCS requests that this action step be considered as complete, and MDSH/DFCS is no longer required to report on this action step beyond the third quarter. <b>CB concurs with the completion of this action step and no future reporting is required.</b></b></p>
<p><i>Renegotiated Action Steps and Benchmarks</i></p>					
<p><b>B. Goal:</b> Have a multifaceted continuous quality assurance system that evaluates the quality of services, identifies strengths and needs of service delivery system, provides relevant reports, and evaluates implemented program measures.</p>				<p><b>Applicable CFSR Items: 31</b></p>	
<p>Action Steps and Benchmarks</p>	<p>Person Responsible</p>	<p>Evidence of Completion</p>	<p>Quarter Due</p>	<p>Quarter Completed</p>	<p>Quarterly Update</p>

1. Staff Continuous Quality Improvement Unit	<del>Mike Gallano,</del> Cindy Greer Director of CQI, and Robert Hamrick, Division Director of Evaluation and Monitoring	Organizational Chart of Continuous Quality Improvement Unit, including dates of hire	Third	Third/Fourth/ Fifth	<b>The Continuous Quality Improvement (CQI) Unit has been staffed. The organizational chart for the CQI Unit has been provided as evidence of completion. CB could not discern from the organizational chart that the CQI unit is fully staffed.</b> As of April 26, 2012, the Division of Evaluation and Monitoring is made up of a Division Director, two Senior Program Administrators, a Program Manager who oversees the Complaints process, a Special Projects Officer IV assigned to carrying out Special Safety Reviews, and a Family Protection Specialist Advanced who is currently housed in the state office to assist with covering the complaints line. The Senior Program Administrators were hired primarily to provide direct supervision to the Field Liaisons for each region and to coordinate case review operations throughout the state. There are currently five (5) Evaluation and Monitoring Field Liaisons who carry out case reviews and other monitoring activities in their assigned regions. These positions are of the Family Protection Specialist Advanced class which requires four (4) years of social work experience and a license to practice social work in the State of Mississippi. These Liaisons are currently in Region 1-North, Region 1-South, Region 2-West, Region 4-North, and Region 4-South. Recently, advertisements were made for positions to be filled in Region 3-South, Region 5-West, and Region 7-East. A Certificate of Eligibles was received on April 25, 2012 and interviews have been scheduled for May 7, 2012. It has been anticipated that these positions can be filled by June 1, 2012. In addition to the three regions mentioned above, there continues to be a need for Evaluation and Monitoring Field Liaisons in the remaining five (5) regions in the state which are Regions 2-East, 3-North, 5-East, 6, 7-West. These positions will be
2. Develop Initial Plan for Continuous Quality Improvement	Robert Hamrick, Division Director of Evaluation and Monitoring	Copy of CQI Plan	First	First	<b>An initial CQI plan has been developed and drafted. Final plan will be completed after receipt of Third Year Settlement Agreement Implementation Plan. CB concurs with the completion of this action step in Quarter 1.</b>
3. Implement CQI plan in first seven implementation regions.					
3.a. Regions I-S and II-W	Robert Hamrick, Division Director of Evaluation and Monitoring	Summary of CQI Implementation activities	First	First	<b>The CQI plan (Draft) is being incrementally implemented in Regions I-S and II-W. CB concurs with the completion of this action step in Quarter 1.</b>

3.b. Regions V-W and IV-N	Robert Hamrick, Division Director of Evaluation and Monitoring	Summary of CQI Implementation activities	First	First	<b>The CQI plan (Draft) is being incrementally implemented in Regions V-W and IV-N. CB concurs with the completion of this action step in Quarter 1.</b>
3.c. Regions I-N and IV-S	Robert Hamrick, Division Director of Evaluation and Monitoring	Summary of CQI Implementation activities	Second	Second	<b>The CQI plan (Draft) is being incrementally implemented in Regions I-N and IV-S. A summary of activities has been provided as evidence of completion. CB concurs with the completion of this action step in Quarter 2.</b>
3.d. Region III-S	Robert Hamrick, Division Director of Evaluation and Monitoring	Summary of CQI Implementation activities	Second	Second	<b>The CQI plan (Draft) is being incrementally implemented in Region III-S. A summary of activities has been provided as evidence of completion. CB concurs with the completion of this action step in Quarter 2.</b>
4. Conduct CQI baseline reviews in first seven implementation regions.					
4.a. Regions I-S and II-W	Robert Hamrick, Division Director of Evaluation and Monitoring	Baseline CQI Review Report for each Region	Second	Second	<b>CQI baseline reviews have been conducted in Regions I-S and II-W, and the reports were provided as evidence of completion. CB concurs with the completion of this action step in Quarter 2.</b>
4.b. Regions V-W and IV-N	Robert Hamrick, Division Director of Evaluation and Monitoring	Baseline CQI Review Report for each Region	Second	Second	<b>CQI baseline reviews have been conducted in Regions V-W and IV-N, and the reports were provided as evidence of completion. CB concurs with the completion of this action step in Quarter 2.</b>

4.c. Regions I-N and IV-S	Robert Hamrick, Division Director of Evaluation and Monitoring	Baseline CQI Review Report for each Region	Third	Third	<b>CQI baseline reviews have been conducted in Regions I-N and IV-S, and the reports were provided as evidence of completion. CB concurs with the completion of this action step in Quarter 3.</b>	
4.d. Region III-S	Robert Hamrick, Division Director of Evaluation and Monitoring	Baseline CQI Review Report for each Region	Third	Third	<b>CQI baseline reviews have been conducted in Region III-S, and the reports were provided as evidence of completion. CB concurs with the completion of this action step in Quarter 3.</b>	
<i>Renegotiated Action Steps and Benchmarks</i>						
<b>VI. Primary Strategy: Strengthen Court Processes with collaboration and/or cross-training between Mississippi Supreme Court, Administrative Office of the Courts' Court Improvement Program, Mississippi's Commission on Children's Justice, Youth Court personnel, Tribes, and DFCS Staff to improve permanency outcomes.</b>				<b>Applicable CFSR Outcomes or Systemic Factors: Case Review System</b>		
<b>Goal A: To have seven regional summits of approximately 30-40 participants with representation from the courts, Tribe, DFCS staff and other local stakeholders to develop strategies from each Regional Implementation Plan (First 7 Practice Model Regions- These regions are I-S, II-W, V-W, IV-N, I-N, IV-S and III-S) for court-related permanency issues.</b>				<b>Applicable CFSR Items: Case Review System, Item 25</b>		
<b>Action Steps and Benchmarks</b>	<b>Person Responsible</b>	<b>Evidence of Completion</b>	<b>Quarter Due</b>	<b>Quarter Completed</b>	<b>Quarterly Update</b>	

1. Work with the Practice Model Coordinators to identify seven dates (four in the Fall of 2011 and three dates in the Spring of 2012) to hold the summits and choose locations to hold the meeting.	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Dates, Location, and Teams for Summits in place by April, 2011 (Fall) and November 2011 (Spring 2012)	Second Quarter (4), Third Quarter (3)	Second/Third	<b>The Regional Summits scheduled for the Fall of 2011 include: October 28, 2011-Region IV-N, Starkville, MS; November 3, 2011-Region I-S, Tupelo, MS; November 9, 2011-Region V-W McComb, MS; December 2, 2011-Region II-W, Greenville, MS. <b>CB concurs with the completion of this action step in Quarter 2.</b> The Regional Summits scheduled for the Spring of 2012 include: March 1, 2012-Region III-S, Jackson, MS; March 30, 2012-Region I-N, Corinth, MS and April 20, 2012-Region IV-S, Meridian, MS. <b>CB would like to discuss the Spring summits during the 03.07.12 conference call.</b> The Spring Regional Summits will have the same Agenda, same Keynote Speaker and break-out sessions by County to discuss the county's data and formulate goals to improve outcomes. Efforts will be made to engage the judiciary from each county and court personnel, as well as other stakeholders, in formulating the goals for the courts and DFCS. DFCS requests CB consider this action step completed. <b>CB Concurs.</b></b>
2. Identify a State Office coordinator to oversee development of an invitation list, agenda, to contact potential presenters and to calendar specific tasks.	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Name of State Office Coordinator	Second	Second	<b>Mary Fuller is the State Office Coordinator. Tonya Rogillio is the Regional Coordinator responsible for overseeing the development of an invitation list, agenda and for contacting two potential presenters. <b>CB concurs with the completion of this action step in Quarter 2.</b></b>
3. Work with Practice Model Coordinators to organize a team to contact local legal stakeholders and send out invitations, collect RSVPs and gather regional data reports in folders for dissemination.	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Names of team members	Second	Second	<b>Team Members include:</b> <b>Region I-S: Tracy Malone, Regional Director; Sheila Nabors and Jennifer Harris, Practice Model Coordinators.</b> <b>Region II-W: Viedale Washington, Regional Director; Annie Gee, Practice Model Coordinator+F189</b> <b>Region IV-N: Vicki Reed, Regional Director; Iris Joiner and Wander Carr, Practice Model Coordinators.</b> <b>Region V-W: Tonya Rogillio, Regional Director and Practice Model Coordinator. <b>CB concurs with the completion of this action step in Quarter 2.</b></b>

<p>4. Develop county invitation list to youth court judges, referees, chancellors, GALs, county prosecutors, AG's attorneys, DFCS Regional Director, DFCS ASWSs, Practice Model Coach(es), AOC and CIP representatives and others.</p>					
<p>4.a. Regions I-S and II-W</p>	<p>State Coordinator and Regional Coordinators for Regions I-S and II-W</p>	<p>Invitation/Flyer/Email</p>	<p>Second</p>	<p>Second</p>	<p><b>Regions I-S and II-W have developed county invitation lists to youth court judges, referees, chancellors, GALs, county prosecutors, AG's attorneys, DFCS Regional Director, DFCS ASWSs, Practice Model Coach(es), AOC and CIP representatives and others. Save-the-Dates were sent to all of these stakeholders in advance so that they could put the dates on their calendars as soon as possible. CB concurs with the completion of this action step in Quarter 2.</b></p>
<p>4.b. Regions V-W and IV-N</p>	<p>State Coordinator and Regional Coordinators for Regions V-W and IV-N</p>	<p>Invitation/Flyer/Email</p>	<p>Second</p>	<p>Second</p>	<p><b>Regions V-W and IV-N have developed county invitation lists to youth court judges, referees, chancellors, GALs, county prosecutors, AG's attorneys, DFCS Regional Director, DFCS ASWSs, Practice Model Coach(es), AOC and CIP representatives and others. Save-the-Dates were sent to all of these stakeholders in advance so that they could put the dates on their calendars as soon as possible. CB concurs with the completion of this action step in Quarter 2.</b></p>

4.c. Regions I-N and IV-S	State Coordinator and Regional Coordinators for Regions I-N and IV-S	Invitation/Flyer/Email	Third	Third	<b>Regions I-N and IV-S have developed county invitation lists to youth court judges, referees, chancellors, GALs, county prosecutors, AG's attorneys, DFCS Regional Director, DFCS ASWSs, Practice Model Coach(es), AOC and CIP representatives and others. Save-the-Dates will be sent out in January 2012 to all of these stakeholders in advance so that they can put the dates on their calendars as soon as possible. CB will discuss this strategy during the 03.07.12 conference call. DFCS requests CB consider this action step completed. CB concurs</b>
4.d. Region III-S	State Coordinator and Regional Coordinator for Region III-S	Invitation/Flyer/Email	Third	Third	<b>Region III-S has developed county invitation lists to youth court judges, referees, chancellors, GALs, county prosecutors, AG's attorneys, DFCS Regional Director, DFCS ASWSs, Practice Model Coach(es), AOC and CIP representatives and others. Save-the-Dates will be sent out in January 2012 to all of these stakeholders in advance so that they can put the dates on their calendars as soon as possible. CB will discuss this strategy during the 03.07.12 conference call. DFCS requests CB consider this action step completed. CB concurs</b>
5. Convene Meeting of the above persons identified as "Legal Stakeholders for Permanency for Children." Develop a "Short Term Plan to Address Barriers to Permanency" which will become part of modified Regional Implementation Plan and AOC/CIP Strategic Plan. <b>CB would like to discuss this strategy</b>					
5.a. Regions I-S and II-W	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Agenda, Short-term plans	Third	Third/Fifth	<b>Region I-S held their Permanency Summit on November 3, 2011. Region I-S identified issues as barriers to permanency and developed short term plans to address these issues. Region II-W held their permanency summit on December 2, 2011. Region II-W identified issues as barriers to permanency and developed short term plans to address these issues. Summary of barriers and goals have been provided as evidence. CB will discuss this action step during the 03.07.12 conference call. Per the CB's request, R-2-W is providing the goals from the Permanency Summit in the Fifth Quarter. DFCS requests CB consider this action step completed. CB concurs</b>

5.b. Regions V-W and IV-N	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Agenda, Short-term plans	Third	Third	Region V-W held their Permanency Summit on November 9, 2011. Region V-W identified issues as barriers to permanency and developed short term plans to address these issues. Region IV-N held their permanency summit on October 28, 2011. Region IV-N identified issues as barriers to permanency and developed short term plans to address these issues. Summary of barriers and goals have been provided as evidence. <b>CB will discuss this strategy during the 03.07.12 conference call.</b> DFCS requests CB consider this action step completed. <b>CB Concurs.</b>
5.c. Regions I-N and IV-S	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Agenda, Short-term plans	Fourth	Fourth	Region I-N convened a meeting on March 30, 2012 of "Legal Stakeholders for Permanency for Children." The group developed a short term plan to address barriers to permanency, which became part of the modified Regional Implementation Plan. Region IV-S convened a meeting on April 20, 2012 of "Legal Stakeholders for Permanency for Children." The group developed a short term plan to address barriers to permanency, which became part of the modified Regional Implementation Plan. <b>CB: Were any court representatives present for the meeting held in regions I-N and IV-S?</b> Region I-N had five Judges/Referees in attendance, three prosecutors, one prosecutor's assistant and four guardian ad litem. Sign-in sheets for Region I-N were emailed to Carola Pike as EOC on June 21, 2012. Region IV-S did not have any court representatives present. DFCS requests CB consider this action step completed. <b>CB concurs</b>
5.d. Region III-S	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Agenda, Short-term plans	Fourth	Fourth	Region III-S convened a meeting on March 1, 2012 of "Legal Stakeholders for Permanency for Children." The group developed a short term plan to address barriers to permanency, which became part of the modified Regional Implementation Plan. Sign-In sheets were sent with the 4th Quarter EOC documents. DFCS requests CB consider this action step completed. <b>CB concurs</b>

6. Modify Regional Implementation Plans at each Regional Summit, as determined by attendees in the county, specific short term plan to address barriers to permanency. <b>CB: It is difficult to determine how the</b>					
6.a. Regions I-S and II-W	Regional Directors for I-S and II-W	Submission of the Regional Implementation Plans from first seven Practice Model regions	Fourth	Fifth	<b>Region I-S and II-W modified the respective Regional Implementation Plan as determined by attendees at the "Legal Stakeholders for Permanency for Children" to include the short terms goals to address barriers to permanency. These Regions have submitted their modifeid plans that have been updated since the meeting in June with CB. MS requested extension of time to August 17, 2012 to provide EOC for R-II-W. CB agreed. EOC recevied and action step is complete.</b>
6.b. Regions V-W and IV-N	Regional Directors for V-W and IV-N	Submission of the Regional Implementation Plans from first seven Practice Model regions	Fourth	Fifth	<b>Region V-W and IV-N modified the respective Regional Implementation Plan as determined by attendees at the "Legal Stakeholders for Permanency for Children" to include the short terms goals to address barriers to permanency. These Regions have submitted their modified plans that have been updated since the meeting in June with CB. MS requested extension of time to August 17, 2012 to provide EOC for R-V-W. CB agreed. EOC received and action step complete.</b>
6.c. Regions I-N and IV-S	Regional Directors for I-N and IV-S	Submission of the Regional Implementation Plans from first seven Practice Model regions	Fourth	Fifth	<b>Region I-N and IV-S modified the respective Regional Implementation Plan as determined by attendees at the "Legal Stakeholders for Permanency for Children" to include the short terms goals to address barriers to permanency. These Regions have submitted their modified plan that has been updated since the meeting in June with CB. MS requested extension of time to August 17, 2012 to provide EOC for R-I-N. CB agreed. EOC received and action step complete.</b>

6.d. Region III-S	Regional Director for III-S	Submission of the Regional Implementation Plans from first seven Practice Model regions	Fifth	Fifth	<b>Region III-S modified the respective Regional Implementation Plan as determined by attendees at the "Legal Stakeholders for Permanency for Children" to include the short terms goals to address barriers to permanency. This Region has submitted a modified plan. Action step is complete.</b>
6.e. AOC/CIP Strategic Plan.	Dennis Perkins, AOC	Submission of the AOC/CIP Strategic Plan	Fifth	Fifth	<b>A copy of the Administrative Office of Courts' Court Improvement Strategic Plan has been submitted. Action step is complete.</b>
7. Identify a reporter from each region to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. <b>CB needs discussion re these action steps.</b>					

7.a. Regions I-S and II-W	Mary Fuller, DFCS, Dennis Perkins, AOC, Tonya Rogillio, DFCS	Quarterly report on progress in the Regional Implementation Plan	Fourth/Ongoing	Fourth/Fifth/Six/Seventh	<b>Region I-S has identified a reporter, Tracy Malone, to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. Region II-W has identified a reporter, Viedale Washington, to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. CB received report from Region I-S in the Fourth Quarter report, but needs report from Region II-W. Region II-W provided the quarterly report in the Fifth Quarter EOC. Region I-S and II-W provided EOC in the Fifth Quarter. Region I-S and II-W have also provided the most recent quarterly report for EOC for the Sixth Quarter which covers April-June 2012. Region I-S and II-W provided EOC in the Fifth Quarter. Region I-S and II-W have also provided the most recent quarterly report for EOC for the Sixth Quarter which covers July-September 2012. CB requested additional information for Region I-S. DFCS provided additional EOC to CB on 3/25/13, and CB accepted the EOC on 3/29/13. CB concurs with the completion of this action step for both regions in Quarter 7.</b>
7.b. Regions V-W and IV-N	Mary Fuller, DFCS, Dennis Perkins, AOC, Tonya Rogillio, DFCS	Quarterly report on progress in the Regional Implementation Plan	Fourth/Ongoing	Fourth/Fifth/Six/Seventh	<b>Region V-W has identified a reporter, Tonya Rogillio, to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. Region IV-N has identified a reporter, Victoria Reed, to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. CB did not receive reports from Region V-W in Fourth Quarter or Region IV-N. The Report for Region IV-N is being submitted as evidence of completion during the Fifth Quarter submission. MS request extension of time to August 17, 2012 to provide EOC for V-W. EOC received. Region V-W and IV-N provided EOC in the Fifth Quarter. Region V-W and IV-N has also provided the most recent quarterly report for EOC for the Sixth Quarter which covers April-June 2012. Region V-W and IV-N provided EOC in the Fifth Quarter. Region V-W and IV-N has also provided the most recent quarterly report for EOC for the Sixth Quarter which covers July-September 2012. CB requested additional information for Region V-W. DFCS provided additional EOC to CB on 3/25/13, and CB accepted the EOC on 3/29/13. CB concurs with the completion of this action step for both regions in Quarter 7.</b>
7.c. Regions I-N and IV-S	Mary Fuller, DFCS, Dennis Perkins, AOC, Tonya Rogillio, DFCS	Quarterly report on progress in the Regional Implementation Plan	Fifth/Ongoing	Fifth/Six/Seventh	<b>Region I-N has identified a reporter, Terry Phillips, to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. Region IV-S has identified a reporter, Tina Stokes, to forward a progress report on Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. MS request extension of time to August 17, 2012 to provide EOC for I-N. EOC received. Region I-N sent the information that was being requested on August 16, 2012 and again on October 15, 2012. Region I-N and IV-S has provided a quarterly report which covers April-June 2012. Region I-N and IV-S has provided a quarterly report which covers July-September 2012. CB requested additional information for Regions I-N and IV-S. DFCS provided additional EOC to CB on 3/25/13, and CB accepted the EOC on 3/29/13. CB concurs with the completion of this action step for both regions in Quarter 7.</b>

7.d. Region III-S	Mary Fuller, DFCS, Dennis Perkins, AOC, Tonya Rogillio, DFCS	Quarterly report on progress in the Regional Implementation Plan	Fifth/ Ongoing	Fifth/Six/Seventh	<b>Region III-S has identified a reporter, Maggie Mixon, to forward a progress report on the Regional Implementation Plan quarterly to Administrative Office of Courts and DFCS Court Improvement Program Workgroup. A Quarterly Report for Region III-S has been submitted as EOC. Region III-S provided EOC in the Fifth Quarter. Region III-S has also provided the most recent quarterly report for the Sixth Quarter which covers April-June 2012. Region III-S provided EOC in the Fifth Quarter. Region III-S has also provided the most recent quarterly report for the Sixth Quarter which covers July-September 2012. CB requested additional information for Region III-S. DFCS provided additional EOC to CB on 3/25/13, and CB accepted the EOC on 3/29/13. CB concurs with the completion of this action step in Quarter 7.</b>
8. Develop a short survey on Survey Monkey regarding feedback from judges on how the Regional Implementation Plan has been implemented in their court at the Annual Judges and Referees Conference in 2012.	Mary Fuller, DFCS, Dennis Perkins, AOC, Tonya Rogillio, DFCS	Results of Survey Monkey survey	Eighth	Eighth	<b>CB agreed to renegotiate until eighth quarter. Carola's email dated 10/02/2012.</b> <b>The Survey Monkey was created on December 10, 2012. Only 8 out of 79 participants responded to the survey. A copy of the survey questions and results has been submitted as EOC. CB concurs with the completion of this action step in Quarter 8.</b>
9. Work with Center for Support of Families to develop agenda to include an overview of the Mississippi Practice Model	Mary Fuller, DFCS/CIP, Dennis Perkins, AOC, Tonya Rogillio, DFCS/RD	Summary of agenda development	Second	Second	<b>The Court Improvement Workgroup has worked with the Center for Support of Families to develop an agenda which includes an overview of the Mississippi Practice Model. CB concurs with the completion of this action step in Quarter 2.</b>
<i>Renegotiated Action Steps and Benchmarks</i>					

Goal B: Develop training for Annual Judges and Referees Conference regarding diligent search and engagement of families in permanency planning				Applicable CFSR Items: Case Review System, Item 25	
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update
1. Identify date and location for Annual Judges and Referees Conference	Dennis Perkins, AOC	Announcement from The Mississippi Judicial College	First	First	<b>The Conference is scheduled for September 14-16, 2011 in Natchez, Mississippi. The information is available to Judges and Referees on The Mississippi Judicial College website <a href="http://www.olemiss.edu/depts/mjc/calendar.html">http://www.olemiss.edu/depts/mjc/calendar.html</a> CB concurs with the completion of this action step in Quarter 1.</b>
2. Administrative Office of Courts will print conference materials.	Dennis Perkins, AOC	Packet of Conference Materials	Second	Second	<b>The Administrative Office of Courts compiled a folder for the 2011 Annual Judges and Referees Conference. The folder included the following: an Agenda, a Save-the Date Bulletin, Key Principles for Permanency Planning for Children handout, and a Permanency Planning and Family Engagement Powerpoint Presentation. CB concurs with the completion of this action step in Quarter 2.</b>
3. Request TA from NRC for speaker/curriculum preparation for diligent search and engagement of families. Request TA from NRC as well as judges on program committee for speaker/topics judges have requested.	Dennis Perkins, AOC	TA request	First Quarter 2011, Fourth Quarter 2012	First/ Fourth	<b>The Administrative Office of Courts and the DFCS Court Improvement Workgroup have requested and received TA from NRC on Legal and Judicial Issues to secure Texas Model Youth Court Judge, Darlene Byrne, as keynote speaker for the conference. Judge Byrne will speak regarding Family Search and Engagement for Permanency for Children. CB concurs with the completion of the Quarter 1 activity associated with this action step. Judge Michael Key will be presenting at the Judges and Referees Conference on September 13-14, 2012. Judge Key was the keynote speaker at the Regional Permanency Summits held during the Fall of 2011 and Spring 2012. He will be giving the same presentation to the judges and referees as many of them did not attend the summits. Patricia Walker Fitzgerald will be presenting on Parent Representation. Martha Bloomquist will present on Best Practices. DFCS requests CB consider this action step completed. CB Concurs.</b>

<p>4. Present diligent search and engagement of families in permanency for children at Annual Judges and Referees Conference.</p>	<p>Dennis Perkins, AOC, Judge Tom Broome</p>	<p>Agenda, Program</p>	<p>Second</p>	<p>Second</p>	<p><b>The Keynote Speaker conducted a presentation on Permanency Planning &amp; Family Engagement. Judges and Referees also received bench cards on the topic of Permanency, including diligent searches. <b>CB concurs with the completion of this action step in Quarter 2.</b></b></p>
<p><i>Renegotiated Action Steps and Benchmarks</i></p>					
<p><b>Goal C: Improve timeliness of filing termination of parental rights petitions by DFCS submitting complete and accurate TPR packets to the Attorney General's Office. The Attorney General's Office will file TPR petitions and schedule hearings timely.</b></p>				<p><b>Applicable CFSR Items: 28</b></p>	
<p><b>Action Steps and Benchmarks</b></p>	<p><b>Person Responsible</b></p>	<p><b>Evidence of Completion</b></p>	<p><b>Quarter Due</b></p>	<p><b>Quarter Completed</b></p>	<p><b>Quarterly Update</b></p>
<p>1. DFCS, AOC, and AG representatives will meet monthly to analyze the tracking document produced by the AG's Office and DFCS' MACWIS reports regarding children in custody 13 out of 22 months. <b>MDHS/DFCS requests that this Action Step and Benchmarks be considered complete. CB</b></p>	<p>Mary Fuller, DFCS/CIP, Cynthia Eubank, AG, Jamie McBride, AOC</p>	<p>Agenda, Summaries of Meetings</p>	<p>Ongoing</p>	<p>First/Second/Third/Fourth/Fifth</p>	<p><b>DFCS, AOC and the AG's Office representatives began meeting monthly in March 2011 to analyze the tracking documents produced by the AG's Office and DFCS' Mississippi Automated Child Welfare Information System (MACWIS) reports. A TPR Subcommittee was formed in March 2011. The TPR Subcommittee met in April, May and June to review reports from the AG's office, reports from DFCS regarding TPR, and reports from the Foster Care Review process, to develop a new DFCS Checklist which matches the requirements in the Memorandum and Instructions for TPR Packets and to revise the Memorandum for distribution to DFCS direct service staff September 1, 2011. DFCS, AOC and the AG's Office representatives met monthly from July-September 2011. Action plans were updated monthly. Reports were emailed to Regional Directors who reviewed and forwarded to direct staff for corrective action. DFCS, AOC and the AG's office continued to meet monthly from October 2011-December 2011. Action plans were updated monthly. Reports continued to be emailed to the Regional Director's, who forwarded them to direct staff for corrective action. DFCS, AOC and the AG's Office representative met monthly from January 2012-March 2012. Action plans were updated monthly. Reports were mailed to the Regional Directors, who forwarded them to direct staff for corrective action. The DFCS and AG Tracking Reports are posted on the DFCS Connection available to all staff to review how TPRs are moving through the legal system and if any additional information is required from the field in order to proceed. DFCS, AOC and the AG's Office met monthly from April-June 2012. Action plans were updated monthly. Reports were mailed to the Regional Directors, who forwarded them</b></p>

<p>2. DFCS, AOC, and AG representatives will identify breakdowns in the TPR process at the monthly meeting. AG will provide monthly reports regarding pending TPR's. <b>MDHS/DFCS requests that this Action Step and Benchmarks be considered complete. CB concurs</b></p>	<p>Mary Fuller, DFCS/CIP, Cynthia Eubank, AG, Jamie McBride, AOC</p>	<p>Minutes of Meetings where breakdown in TPR process is identified as well as record of notification to supervisor(s) regarding missing documentation. AG's TPR Pending Report and AG's Instructions for TPR packet submission and checklist for TPR actions.</p>	<p>Ongoing</p>	<p>First/Second/ Third/Fourth/ Fifth</p>	<p><b>A TPR Subcommittee was formed in March 2011 to identify barriers to TPR, and to contact supervisors regarding deficiencies in data entry or processing of TPR packets to forward to the AG's Office. The AG's Office provides monthly reports regarding TPR's pending, instructions for submitting a TPR packet and a checklist for TPR actions. Breakdowns identified: DFCS reports and AG's Office reports have different quantities because one report is weekly and one is monthly; errors on birth certificates such as misspelled names and conflicting information about parents; incorrect court orders; process to correct birth certificate is lengthy; lack of process to identify incorrect information on birth certificates; missing 459's (voluntary surrender); and DFCS practices which create reasons for continuance of TPR hearing. Reports from DFCS and AG have been reconciled to validate numbers of pending TPRs. Breakdowns identified second quarter: filing methods of TPR packets at State Office, lack of instructions regarding the next steps a worker must take after receiving the DFCS TPR Report and the AG's Report. Diligent searches had not been completed, which held up the TPR process because of notice requirements and many counties are in need of training on TPR packets and process. Breakdowns identified: There is a disconnect with the workers getting requested information back to the AG's office in a timely manner, such as the workers not reviewing the Petition in a timely manner and not correcting the information in the Petition in a timely manner. <b>CB: Please provide information on the communications to CFCS on breakdown in TPRs and the follow up with direct service workers. Also, more information on the training provided in May would be helpful. CB will need additional discussion</b></b></p>
<p>3. DFCS, AOC, and AG representatives will notify DFCS Field Operations of breakdowns for a corrective plan of action. <b>MDHS/DFCS requests that this Action Step and Benchmarks be considered complete. CB concurs</b></p>	<p>Mary Fuller, DFCS/CIP, Cynthia Eubank, AG, Jamie McBride, AOC</p>	<p>Communication to DFCS Field Operations regarding breakdown in TPR process. Field Operations' follow up with direct service worker(s).</p>	<p>Ongoing</p>	<p>First/Second/ Third/Fourth/ Fifth</p>	<p><b>DFCS Regional Directors have been notified of lack of referrals for TPR packets and overdue packets for children in custody 15/22 months in April, May and June, via email attaching the AG's Report. In the second quarter, breakdowns in communication were identified with the workers regarding next steps upon receipt of the TPR reports, and instructions were included in the emails with the TPR Reports attached. In the third quarter, breakdowns were identified in the coastal counties diligent search efforts. The Regional Director's were notified and diligent search training was held in those counties, Jackson, Harrison and Hancock. Also, many counties in the state are in need of further TPR training. A TPR training curriculum will be developed in January 2012. The Regional Director's have been asked if they would like additional training in their regions. Some Regional Directors have requested additional training while others are staffing the new TPR forms in their Regions. Fourth Quarter: TPR training will begin in May 2012. The training will begin with the following counties: Hinds, Harrison, Hancock and Jackson and continue throughout the state. If the AG's office is not receiving information in a timely manner, the packet should be returned to the Permanency Unit. <b>CB: Please provide case specific report, including: notification to supervisors regarding missing documentation, and AG's TPR Pending Report. What progress has been made in improving the timeliness of TPRs? Is data available? CB will need additional discussion regarding this action step. A copy of the TPR Training Packet has been submitted as evidence of completion. Trainings were held in May for Region III-S and the Foster Care Review team at their staff meeting. Sign-in sheets have been submitted as EOC.</b></b></p>

4. DFCS Permanency Unit will track packets submitted for completeness and whether packet returns to county for additional information. <b>MDHS/DFCS requests that this Action Step and Benchmarks be</b>	Angie Williams, DFCS Permanency Director	Summary of progress made regarding complete TPR packets.	Ongoing	First/Second/Third/Fourth/Fifth	DFCS Permanency Unit tracks TPR packets from the time the packet is received until the time the TPR Judgment is entered. This includes tracking missing documents, requests for those documents and the date of the second review for completeness. The TPR Subcommittee reviewed reports and made suggestions for revisions or additional columns to capture information. DFCS and the AG's office continue to track TPR packets through several reports as outlined in First Quarter Progress. <b>CB: Please provide the summary of progress made regarding complete TPR packets. Please provide copies of the Q4 reports used to track TPR packets referred to in the MS comments. What progress has been made in improving the timeliness and completeness of TPR packets? CB will need additional discussion regarding this action step.</b> DFCS and the AG's office continue to track TPR packets through several reports as outlined in First Quarter Progress. Redacted reports have been submitted as evidence of completion. Detailed TPR checklists and TPR Trainings have been developed to minimize errors and simplify the process of compiling a TPR packet. Therefore, complete TPR packets with fewer errors are arriving in State Office. Several protocols have been implemented to request needed documentation in a timely manner as well as case staffings which need extra attention. <del>It now takes less time to review the TPR packets and submit to the AG Office and the packets</del>
5. Develop system for monitoring cases with children in foster care 13 out of 22 months without documented exceptions and require submission of the TPR packet to State Office	Tammy Miller, DFCS Field Operations Director	Summary of tracking/monitoring reports	Second	Second	The current Foster Care Review (FCR) process provides a system to monitor and report on each individual child, which includes all children in care 13 or more months. Two reviews are completed on these children prior to 13 months. At 15 months another review occurs. Those children without compelling reasons or a TPR packet are identified. The report goes to the county ASWS, who then is required to have a case staffing with the worker and develop corrective action timeframes. The Director of FCR identifies the individual names of those children cited and identifies cases without a TPR report. These cases are sent to Field Operations at the State Office, the Permanency Unit and the Court Improvement Program TPR Subcommittee to raise awareness of the number of children who should be freed for adoption. Proper administrative follow up is expected on these cases. The FCR instrument and tracking forms are being developed or revised to monitor these particular cases. <b>CB concurs with the completion of this action step in Quarter 2.</b>
6. Develop system for monitoring cases where child's primary goal is adoption and require submission of TPR packet to State Office within 30 calendar days.	Margie Shelton, DFCS Adoption Director	Summary of tracking/monitoring reports	Second	Second	When a child's permanency goal is established as adoption, DFCS shall submit a TPR packet to the State within 30 calendar days (MDHS DFCS Policy Section D, p. 106). Within 30 calendar days of receipt of the TPR packet by the State Office, the State Office shall review the packet, remedy any deficiencies, and submit a TPR referral to the Office of the Attorney General. Within 30 calendar days of such referral, the Office of the Attorney General shall either file a petition for TPR or document to DFCS a legal deficiency preventing timely filing. Within 10 working days of receiving documentation of a legal deficiency, the assigned DFCS caseworker shall document to the Office of the Attorney General the steps to be taken to address the deficiency. The DFCS caseworker and that caseworker's supervisor shall meet in person every 30 calendar days thereafter to document progress being made to address the legal deficiency until a TPR referral has been accepted as legally sufficient by the Office of the Attorney General, who shall file the petition for TPR within 30 calendar days. <b>CB concurs with the completion of this action step in Quarter 2.</b>
<i>Renegotiated Action Steps and Benchmarks</i>					

<p><b>Goal D:</b> To notify all persons involved in a case, who have the right to present information in hearings, of the date, time, and location of such hearings in advance sufficient to make arrangements to attend.</p>				<p><b>Applicable CFSR Items:</b> 29</p>	
Action Steps and Benchmarks	Person Responsible	Evidence of Completion	Quarter Due	Quarter Completed	Quarterly Update
<p>1. Revise DFCS policy regarding duty to notify all persons who have the right to participate in hearings according to Mississippi statute and federal guidelines.</p>	<p>Carolyn Gremillion, DFCS Policy Director</p>	<p>Policy Bulletin or Memorandum to DFCS Staff regarding Notice to Participants</p>	<p>First</p>	<p>First</p>	<p><b>DFCS Policy Section D was revised May 9, 2011 regarding duty to notify all persons who have the right to participate in hearings according to Mississippi statute and federal guidelines. CB concurs with the completion of this action step in Quarter 1.</b></p>
<p>2. Train supervisors and direct service workers regarding duty to notify all persons who have the right to present information in hearings according to Mississippi statute through Advanced Professional Development for Court Procedure.</p>	<p>DFCS Professional Development Director, Mary Fuller, DFCS/CIP, Cynthia Eubank, AG, Jamie McBride, AOC</p>	<p>Revised Training Curriculum, Agenda, Training Schedule</p>	<p>Sixth</p>	<p>Sixth/Seventh/Eighth</p>	<p><b>Advanced Professional Development and Court Procedure will not rotate through training until March or April. Carola and Angela concur that revised training schedules and revised curriculum can be reported in the Sixth Quarter. Advanced Professional Development and Court Procedure has been scheduled in many Regions, and is continuing to be scheduled in the remaining Regions. The current training schedule has been produced as EOC, as well as the curriculum update. The training dates cannot extend beyond PIP Quarter 8. Can you complete the training by March 31? CB needs discussion regarding the curriculum to insure it is congruent with federal policy. All regions may not receive training by the end of March 31, 2013. CB agreed to renegotiate this action step, and to allow the Regional Directors to staff the duty to notify requirements with their ASWS's and direct workers by the end of January 2013. Regional Directors will provide sign-in sheets of the meetings when this was staffed as EOC in the eighth quarter. See Carola's email dated 12/11/12. Regional Directors have staffed this requirement with all staff, and/or staff has received the Advanced Professional Development and Court Procedure training. The Advanced Professional Development of Court Procedure has occurred in every region at least once since the seventh quarter. A copy of the sign-in sheets from the staffing, a schedule of the trainings and sign-in sheets from the trainings have been provided as EOC. CB concurs with the completion of this action step in Quarter 8.</b></p>

3. Reinforce duty to notify all persons who have the right to present information in hearings according to Mississippi statute through Regional Directors' and ASWS' staffing meetings with direct service workers.	DFCS RDs and ASWSs	Agenda of staff meeting regarding duty to notify	Fourth	Fourth	<b>DFCS policy has been revised and a statewide memorandum has been sent via email requiring Regional Directors and ASWS's to staff all direct service workers on this matter before January 31, 2012. The sign-in sheets will not be available before the Third Quarter due date. Carola and Angela agreed that the sign-in sheets could be provided in the Fourth Quarter. Sign in sheets for staffing with direct service works and supervisors have been provided. <b>CB concurs with the completion of this action step in Quarter 4.</b></b>
4. Provide information, such as bench cards, regarding rights of persons to present information at hearings, to judges and court personnel at Regional Summits.	Mary Fuller, DFCS/CIP, Cynthia Eubank, AG, Jamie McBride, AOC	Bench Cards	Second/Third	Second/Third	<b>Judges attending the Annual Judges and Referees Conference in September 2011 received benchcards on permanency. The Judges who were not in attendance will be provided the benchcards in the Regional Summits of the Legal Stakeholders for Permanency October-December 2011 for I-S, II-W, IV-N and V-W. Judges who attended the Regional Summits held during October-December 2011 received benchcards on permanency. <b>CB unable to locate EOC for this action step.</b> Bench Cards were sent to Carola Pike via Federal Express on March 6, 2012. <b>MDHS/DFCS requests that this Action Step and Benchmarks be considered complete. CB concurs.</b></b>
5. The Mississippi Supreme Court will notify the judiciary of the duty to notify all persons who have the right to present information in hearings according to Mississippi statute and federal guidelines.	Jamie McBride, AOC, Dennis Perkins, AOC	Memorandum to Youth Court Judges and Referees regarding Notice to Participants	First	First	<b>A letter from the Mississippi Supreme Court Chief Justice William Waller, Jr. was sent on May 24, 2011 to Chancery Judges, Youth Court Judges and Referees citing the statutory notice requirements and instruction for compliance. <b>CB concurs with the completion of this action step in Quarter 1.</b></b>

<p>6. Develop a report through MYCIDS to track participation at hearings. Implement report as counties become fully operational using MYCIDS. Provide judges with the results tracked for their jurisdiction quarterly in fully operational counties.</p>	<p>Jamie McBride, AOC</p>	<p><del>MYCIDS form for tracking participation at hearings.</del> Explanation for how tracking is achieved.</p>	<p>Eighth</p>	<p>Eighth</p>	<p><b>There are 42 out of 82 counties that are operational in MYCIDS.</b></p> <p><b>MYCIDS has a screen where the court staff can enter the names, addresses and relationships of persons who are required by law to be notified of hearings. Notices can be automatically generated.</b></p> <p><b>Further, there is place to enter the names of persons who attended hearings. If counties are fully implementing MYCIDS and entering this information in the system, the information populates into the Order which pertains to that specific hearing. Judges are able to view the information in the Order prior to signing. When this information is included in court orders, there are fewer delays for termination of parental rights proceedings because there is a record of participation in each order which generally will be undisputed. <b>CB concurs with the completion of this action step in Quarter 8.</b></b></p>
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