

COLORADO CHILD PROTECTION OMBUDSMAN BOARD

**PUBLIC MEETING
September 8, 2016**

Record of Proceedings

Notice of this meeting was provided pursuant to the Colorado Open Meetings Law, § 24-6-402, C.R.S.

CONVENE

The meeting of the Child Protection Ombudsman Board was convened in the Ralph L. Carr Judicial Center, 1300 Broadway, Conference Room 1B, Denver, Colorado 80202 at 9:00 AM by Vice-Chairman Ginny Riley.

A quorum of the Board was present.

Present at the Meeting

Board Members

Chairman Ken Plotz
Charles Greenacre*
Victoria Shuler
Sarie Ates-Patterson
Karen Beye
Connie Linn

Vice-Chairman Ginny Riley
Pax Moultrie
Peg Rudden
Simone Jones
Dee Martinez

** Participated by Telephone*

Others Present

Stephanie Villafuerte, Child Protection Ombudsman
Sabrina Burbidge, Deputy Ombudsman
Jordan Steffen, Communications and Policy Director
Karen Nielsen, Manager of Intake and Administration
Melissa Vigil, Child Protection Systems Analyst
Sueanna Johnson, Asst. Atty. General

From the Public

No one attended from the public.

AGENDA ITEMS

I. PUBLIC COMMENT - None

II. APPROVAL OF MINUTES

Ms. Peg Rudden made a motion to approve the meeting minutes of May 12, 2016. Ms. Ates-Patterson seconded the motion. The motion passed unanimously.

Ms. Peg Rudden made a motion to approve the retreat notes of June 9, 2016. Ms. Ates-Patterson seconded the motion. The motion passed unanimously.

III. INTRODUCTION OF BOARD MEMBERS

New board members introduced themselves and talked about their backgrounds and their interest in serving on the Ombudsman Board.

IV. INTRODUCTION OF NEW STAFF MEMBERS

New staff members introduced themselves and talked about their experience and desire to serve in the Colorado Protection Ombudsman Office.

V. EXECUTIVE DIRECTOR REPORT

1. Financial Report

Ms. Villafuerte provided the board members with the current financial report and expenditures. Our office fiscal year began on July 1, 2016.

FY 16-17 Budget: \$591,646

Year to Date: \$517,105

2. Agency Update

Non-Systemic/Systemic Complaints:

Ms. Burbidge provided the group with an update on non-systemic contacts. There has been a 330% increase in contacts since 2010. She indicated that the CPO has received over 100+ complaints in the new fiscal year.

Ms. Villafuerte stated that the office has begun tracking the amount of time spent on every call/case. It will allow the CPO to track what resources the CPO will need for future cases.

Stephanie Villafuerte also touched on systemic complaints. She reported that the office has systemic cases but not the staff to address all the concerns.

New Database:

Ms. Burbidge gave an update on the new database. She indicated that the office is still in the process of making sure the new database is pulling all information correctly. She hopes the database will be rolled out on October 1, 2016. Updates to follow.

Physical Infrastructure:

Ms. Villafuerte indicated that the office moved into the new suite on August 3, 2016. She invited the board members to come see the new space.

Outreach and Communications:

Ms. Villafuerte indicated that the CPO submitted the SMART Act Report and Performance Measurement plan on August 1st, 2016. The SMART Act contains the CPO's strategic plan and performance measurements.

New Personnel:

Ms. Villafuerte introduced Jordan Steffen, Communications and Policy Director. Ms. Steffen was hired as a part-time employee on

July 1, 2016. Ms. Steffen was pivotal in producing the Smart Act Report, Performance Plan, Annual Report, and CORA Records Request Guidelines.

Internal Operating Infrastructure:

Stephanie Villafuerte reported to the group that the Ombudsman Personnel Rules, Fiscal Policies, Staff Job Descriptions/Evaluation, Document Retention Policy are still in progress. These documents will be completed in the next couple months once final review is completed by the AG's office.

3. Agency Highlights in June, July and August

Annual Report

The CPO produced the agency's annual report and posted it on the CPO website on September 1, 2016. Ms. Villafuerte discussed the annual report and her desire to create a new direction for the CPO. She discussed her preface to the annual report and her emphasis on creating a state wide agency rather a narrow focus on the urban areas. She also emphasized the need to educate the community about the CPO mission which is to review the entire child protection system and not solely human service delivery.

Site Visits

Ms. Villafuerte discussed her site visits to other child protection ombudsman offices in Indiana and Washington. The visits were productive. The CPO learned about new ways to conduct initial intake on calls and better ways to communicate findings to agencies and the public. Conversely, the CPO was able to offer these agencies information on how to build an effective database to capture agency results.

Community Outreach

The CPO presented to the Denver Juvenile Court judges, CASA, Colorado Juvenile Judges Training Institute and the Colorado Foster Parent Association.

The CPO also spent a full day speaking with stakeholders in the 7th Judicial District with the assistance of Judge Greenacre. The CPO spoke to approximately 70 child protection stakeholders in Montrose/Gunnison County. The conversations were very productive and informative and were particularly instructive for learning about the challenges faced by rural jurisdictions in child protection service delivery.

At 10:15 AM, at the request of Vice Chairman, Ginny Riley, Ms. Simone Jones made a motion to enter into executive session for the purpose of receiving legal advice concerning the legislative changes to the child protection board in light of the passage of Senate Bill 16-013. The session also will address the Boards' obligations under Colorado Open Meeting Laws and the child protection ombudsman's performance evaluation. Victoria Shuler seconded the motion. The motion passed unanimously.

Executive Session was held to for the Board to receive legal advice pursuant to § 24-6-402(3)(a)(II), C.R.S.

The Executive Session was recorded in compliance with § 24-6-402(2)(d.5)(I)(A), C.R.S.

Return to Open Meeting

Ms. Sarie Ates-Patterson made a motion to return the meeting to open session. Pax Moultrie seconded the motion. The motion passed unanimously.

At 11:06 AM, Vice Chairman, Ginny Riley returned the meeting to open session.

VI. Next Steps

The Board discussed the agenda for the October meeting. They indicated that they would like to address the out of town meeting and the Ombudsman evaluation.


ADJOURN

Vice Chairman Ginny Riley moved to adjourn. Ms. Ates-Patterson made a motion to end the meeting. Pax Moultrie seconded the motion. The motion passed unanimously.

The Board formally adjourned the meeting at 11:08 AM.

ATTESTATION

As Board Chair and Board Vice-Chair, I attest that these minutes of the open public meeting held on September 8, 2016 of the Colorado Child Protection Ombudsman Board substantially reflect the substance of the discussion and action taken related to the matters under the authority of the Board and in compliance with the Open Meetings Law, § 24-6-402, C.R.S.



Board Chair

10-13-2016

Date



Board Vice-Chair

11/8/16

Date