

COLORADO CHILD PROTECTION OMBUDSMAN BOARD

**PUBLIC MEETING
November 9, 2017**

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 1C, Denver, Colorado, 80203 at 8:13 AM by Chairman, Judge Ken Plotz.

A quorum of the Board was present.

PRESENT AT THE MEETING

Board Members

Chairman Ken Plotz
Vice Chairman Simone Jones*
Darlene Martinez
Richard Krugman
Eldridge Greer
Connie Linn
Pax Moultrie
Karen Beye
Victoria Shuler*
Peg Rudden
Kyle Forti
Charles Greenacre*

Others Present

Stephanie Villafuerte, Child Protection Ombudsman
Sabrina Burbidge, Deputy Ombudsman
Jordan Steffen, Communications and Policy Director
Karen Nielsen, Administrative Coordinator
Kristin Pietsch, Child Protection Systems Analyst

** Participated by Telephone*

PRESENT FROM THE PUBLIC

No one from the public attended the board meeting.

AGENDA ITEMS

I. PUBLIC COMMENT

None

II. OPENING MEETING REMARKS AND APPROVAL OF SEPTEMBER 2017 MEETING MINUTES

Opening Remarks

Judge Plotz welcomed both Dr. Richard Krugman and Eldridge Greer the two newly appointed board members. He had them introduce themselves and share a little bit about their background.

Ms. Villafuerte also welcomed our newest CPO staff member Kristin Pietsch. Ms. Pietsch introduced herself and shared some details about her professional background.

September 14, 2017 Meeting Minutes

Ms. Connie Linn made a motion to approve the minutes of September 14, 2017. Ms. Darlene Martinez seconded the motion. The motion passed unanimously.

III. EXECUTIVE DIRECTOR REPORT

Ms. Villafuerte indicated that she and the Deputy Ombudsman, Ms. Burbidge have been busy the last several weeks writing the FY18-19 fiscal year budget.

Ms. Villafuerte stated that the office is asking for an additional \$276,421. She indicated that the office is seeking additional funding for personnel, operations and a one-time infrastructure request. Ms. Villafuerte indicated that in the last two years the office has been in a building phase. The office started with three employees and now has six FTE's. She indicated that individual caseloads have become more complex and we have larger systems investigation work. As a result, more resources are needed—including personnel, office space and IT services.

The office will be present the budget in front of the Joint Budget Committee on December 11, 2017.

The board asked about whether the CPO requested funding for subject matter experts to assist with systemic workload demands. Ms. Villafuerte stated that she did not ask for funding to secure experts. She indicated that to date, the office has only completed one large statewide case and that it was premature to ask for such funding until she can monitor the number and types of

future cases to see what specialized needs might arise. Currently, she does not have enough information to estimate these costs. The board then asked Ms. Villafuerte what she thinks the office growth will look like in the next five years. Ms. Villafuerte stated that the office continues to grow, that issues continue to reveal themselves, and that CPO continues to explore strategically how to approach these systemic demands. For example, the office was recently contacted by the state department of human services to see if the CPO could help mediate disputes between foster youth and school districts around academic credit transfers. The office engaged in a few meetings to explore what the CPO's role would be in this situation, but ultimately determined that the agency did not have the technical expertise to do so. Ms. Villafuerte indicated that this experience has her thinking a great deal of what areas the CPO should be engaged and those that we will be unable to assist.

A. Financial Report

Ms. Villafuerte provided the board with current operating budget report on the office expenditures.

The board raised the issue that the CPO appears to be under budget. Ms. Burbidge indicated that the CPO looks underbudget because of how the SCAO handles payroll for new employees. She stated that it will catch up with double payroll expenses at the end of the fiscal year.

Ms. Burbidge went on to explain that the office is now using QuickBooks to account for the CPO expenditures. Legal expenditures are separated from our operating expenditures. Using QuickBooks has allowed the office to know more precisely where funds are being spent.

B. Agency Update

1. Cases

Individual Complaints

Ms. Villafuerte provided the board members with a current Data and Case Summary Report.

Ms. Burbidge indicated that the office has accepted 183 complaints in the first quarter. She stated that this is the highest number of complaints that the office has received in one quarter. She further indicated that the office had two community agency complaints that were outside of human services and that the number of rural community complaints has also increased. She talked specifically about the types of complaints that the CPO continues to receive and how the office handles them.

Systemic Complaint FY16-17 #43

Ms. Villafuerte indicated that the state-wide adoption subsidies report is completed and that the expected release date will be around December 11, 2017. Ms. Villafuerte stated that she will send a copy of the report to the board members prior to its release.

2. Outreach Activities

Ms. Villafuerte directed the board members to the list of CPO outreach activities for the last three months (see below.)

Ombudsman Outreach Activities

September 25, 2017: Meeting with Southwest Human Service Directors, Archuleta County

October 16, 2017: Tour of Lookout Mountain Youth Service Center

October 20, 2017: Meeting with Disability Law Colorado (Division of Youth Services)

October 23, 2017: CDHS/Governor's Cabinet Meeting on School Stability and Discussion of Educational Ombudsman

November 1, 2017: Meeting with ACLU (Division of Youth Services)

November 5-6, 2017: CDHS 2 Generation Conference

November 5-6, 2017: Division of Youth Services Conference

November 8, 2017: Colorado Women's Bar Association Legislative Breakfast

3. Internal Operating Infrastructure

CPO Memorandum of Understanding with State Court Administrator's Office

Ms. Villafuerte indicated that the office is in the process of finalizing the changes to our MOU with SCAO. The changes will update the services that we receive from the SCAO (human resources, payroll, leave management, Westlaw) and eliminate other services that were listed in the MOU but were not provided (IT, phones).

4. CPO Staff

Ms. Villafuerte indicated that the half-time Child Protection System's Analyst position has been filled by Kristin Pietsch who started on November 1, 2017.

5. Communications/Public Policy Updates

Ms. Villafuerte indicated that the office has submitted two SMART Act reports to the Colorado Office of State Planning and Budgeting. She further indicated that on October 12, 2017, the CPO submitted its Fiscal Year 2017-2018 Quarter One Performance Evaluation and its Fiscal Year 2017-2018 Annual Performance Management Reports for the October 27, 2017, deadline.

The board took a break at 9:08 AM. Meeting resumed at 9:25 AM.

At 9:26 AM the request of Chairman Plotz, Mr. Kyle Forti made a motion to enter executive session for the purpose of receiving legal advice concerning the discussion and drafting of the Child Protection Ombudsman performance evaluation. Mr. Richard Krugman seconded the motion. The motion passed unanimously.

IV. Executive Session was held 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

At 10:26 AM Chairman Plotz returned the meeting to open session.

V. DISCUSSION OF OMBUDSMAN EVALUTION

Judge Plotz indicated that all board members have been given the comprehensive Board Member Evaluation draft for the Ombudsman. The board will meet one more time to finalize the evaluation and will vote on it at the January 11, 2018 meeting.

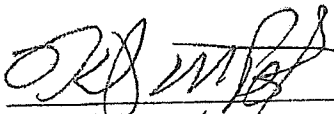
ADJOURN

Chairman, Judge Plotz moved to adjourn. Ms. Connie Linn made a motion to adjourn which was seconded by Darlene Martinez. The motion passed unanimously.

The Board formally adjourned the meeting at 10:34 AM.

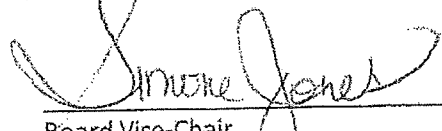
ATTESTATION

As Board Chair and Board Vice-Chair, I attest that these minutes of the open public meeting held on November 9, 2017, 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
1/16/18

Date



Board Vice-Chair
1/11/18

Date